

Minute

Development and Infrastructure Committee

Tuesday, 7 February 2023, 09:30.

Council Chamber, Council Offices, School Place, Kirkwall.



Present

Councillors David Dawson, Gillian Skuse, Graham A Bevan, P Lindsay Hall, Kristopher D Leask, W Leslie Manson, Raymond S Peace, James W Stockan, Owen Tierney, Duncan A Tullock and Heather N Woodbridge.

Clerk

- Angela Kingston, Committees Officer.

In Attendance

- Oliver Reid, Chief Executive.
- Gareth Waterson, Corporate Director for Enterprise and Sustainable Regeneration.
- Hayley Green, Corporate Director for Neighbourhood Services and Infrastructure.
- Roddy Mackay, Head of Planning and Community Protection (for Items 1 to 9).
- Lorna Richardson, Head of Neighbourhood Services.
- Stuart Allison, Service Manager (Enterprise) (for Items 8 to 12).
- Laura Cromarty, Service Manager (Transportation) (for Items 1 to 8).
- Nick Long, Service Manager (Environmental Health) (for Items 1 to 9).
- Shonagh Merriman, Service Manager (Corporate Finance).
- Susan Shearer, Service Manager (Development and Marine Planning) (for Items 1 to 6).
- Karen Bevilacqua, Solicitor.

Observing

- Sweyn Johnston, Head of Enterprise and Economic Growth (for Items 9 to 14).
- Stuart Bevan, Solicitor.

Declaration of Interest

- Councillor David Dawson – Item 6.

Chair

- Councillor David Dawson.

1. Disclosure of Exempt Information

The Committee noted the proposal that the public be excluded from the meeting for consideration of Item 13, together with Annex B of Item 10, as the business to be discussed involved the potential disclosure of exempt information of the classes described in the relevant paragraphs of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

2. Revenue Expenditure Monitoring

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Committee:

Noted:

2.1. The revenue financial summary statement, in respect of service areas for which the Development and Infrastructure Committee was responsible, for the period 1 April to 31 December 2022, attached as Annex 1 to the report by the Head of Finance, which indicated a budget overspend position of £948,100.

2.2. The revenue financial detail by service area statement, in respect of service areas for which the Development and Infrastructure Committee was responsible, for the period 1 April to 31 December 2022, attached as Annex 2 to the report by the Head of Finance.

The Committee scrutinised:

2.3. The explanations given and actions proposed, in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 3 to the report by the Head of Finance, and obtained assurance that action was being taken with regard to significant budget variances.

3. Road Asset Replacement Programme and Roads Revenue Maintenance Programme

Expenditure Monitoring

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Committee:

Noted:

3.1. The summary position of expenditure incurred, as at 31 December 2022, against the approved Road Asset Replacement Programme and the Roads Revenue Maintenance Programme for 2022/23, as detailed in section 4.1 of the report by the Head of Finance.

The Committee scrutinised:

3.2. The detailed analysis of expenditure figures and programme updates, attached as Appendices 1 and 2 to the report by the Head of Finance, and obtained assurance with regard to significant budget variances and progress being made with delivery of the approved Road Asset Replacement Programme and the Roads Revenue Maintenance Programme.

4. Civil Aviation Authority – Inspection of Council Airfields

After consideration of a report by the Corporate Director for Enterprise and Sustainable Regeneration, copies of which had been circulated, and after hearing a report from the Service Manager (Transportation), the Committee:

Noted:

4.1. That, following its biennial inspection of Council airfields, which took place between 13 and 15 September 2022, the Civil Aviation Authority (CAA) issued the Aerodrome Audit Report, attached as Appendix 1 to the report by the Corporate Director for Enterprise and Sustainable Regeneration.

4.2. That the Aerodrome Audit Report found no Level 1 non-compliance items across the six airfields but reported five Level 2 non-compliance items and eight observations.

4.3. That, on 9 December 2022, officers met with the CAA inspectors to provide an update on progress with addressing the observations referred to above, which were summarised in Appendix 2 to the report by the Corporate Director for Enterprise and Sustainable Regeneration.

The Committee scrutinised:

4.4. The outcome of the CAA Inspection of Council airfields, together with the status of the actions and observations, attached as Appendices 1 and 2 respectively to the report by the Corporate Director for Enterprise and Sustainable Regeneration, and obtained assurance that action had been agreed or taken where necessary.

5. Local Transport Strategy

After consideration of a report by the Corporate Director for Enterprise and Sustainable Regeneration, together with an Equality Impact Assessment and an Island Communities Impact Assessment, copies of which had been circulated, and after hearing a report from the Service Manager (Transportation), the Committee:

Noted:

5.1. That the existing Local Transport Strategy, which was published in 2007, was now out of date, with some significant developments since it was produced, particularly the COVID-19 pandemic, Brexit and the declaration of a global and local climate emergency.

5.2. That, during 2022/23, consultants were appointed to update the existing Local Transport Strategy, utilising funding from the Scottish Government's Smarter Choices, Smarter Places initiative.

5.3. That the revised Local Transport Strategy had been aligned with the National and Regional Transport Strategies, which were recently updated by Scottish Government and HiTRANS, the regional transport partnership.

5.4. That, as part of the review process, the consultants carried out stakeholder engagement and collaborative working, including community dialogue from the Orkney Matters meetings and the Community Planning Partnership delivery groups on connectivity and community wellbeing.

5.5. That, should the Local Transport Strategy, attached as Appendix 1 to the report by the Corporate Director for Enterprise and Sustainable Regeneration, be approved, further consideration would be required regarding investment in resources, both human and financial, in order to meet the short, medium and long-term goals outlined in the Delivery Plan.

The Committee resolved to **recommend to the Council:**

5.6. That approval of the Orkney Local Transport Strategy 2022-2042 be deferred, to enable officers to undertake further consultation with Elected Members, the public and industry, following which, subject to national political considerations, the Strategy be reconsidered by the Development and Infrastructure Committee, at the November 2023 cycle of meetings.

Councillor Gillian Skuse joined the meeting during discussion of this item.

6. Footpath, Core Path and Cycleway Improvements

Councillor David Dawson declared an interest in this item, his connection being that he was a member of HiTRANS and left the meeting at this point.

Councillor Gillian Skuse, Vice Chair, took the Chair for this item.

Signed: David Dawson.

After consideration of a report by the Corporate Director for Neighbourhood Services and Infrastructure, copies of which had been circulated, and after hearing a report from the Head of Planning and Community Protection, the Committee:

Noted:

6.1. That, on 21 December 2021, when considering the allocation of one-off funding towards a series of projects considered to provide excellent recovery prospects from the COVID-19 pandemic, the Policy and Resources Committee recommended the allocation of funding to a series of recovery projects, which included a one-off allocation of £500,000 towards footpath, core path and cycleway improvements.

6.2. That, with an embedded Sustrans Officer in the Council, it was anticipated that the one-off allocation could be utilised to lever in significant additional sums of funding to further invest in the core path and cycle path networks in Orkney.

6.3. That, in July 2018, when considering the Sustainable Transport Project Development Plan, the Council approved a project list as the basis of a three-year programme for potential applications to the Community Links Programme, operated by Sustrans.

6.4. That, in May 2019, the Council approved an updated project list as part of the Sustainable Transport Project Development Plan, which would continue to be used as the basis for the remainder of the three-year programme for potential applications to the Community Links Programme.

6.5. That officers had considered options for utilising the one-off allocation, referred to at paragraph 6.1 above, and had developed a draft project list, attached as Appendix 1 to the report by the Corporate Director for Neighbourhood Services and Infrastructure, which included infrastructure projects detailed in the Sustainable Transport Project Development Plan but not yet completed.

The Committee resolved to **recommend to the Council:**

6.6. That, subject to availability of resources, the following allocations be made from the COVID-19 recovery allocation referred to at paragraph 6.1 above:

- £5,000 to enable completion of School Travel Plans.
- £100,000 to provide a match funding source for constituted community groups to enable development of active travel and access related projects.
- £50,000 to provide for future maintenance obligations, and to assist with repair and renewal of active travel and access routes.

6.7. That powers be delegated to the Corporate Director for Neighbourhood Services and Infrastructure to authorise spend from the allocations detailed at paragraph 6.6 above.

6.8. That, subject to availability of resources, the Corporate Director for Neighbourhood Services and Infrastructure should arrange for feasibility studies to be undertaken in respect of the following projects, to determine the associated costs and whether they were eligible for funding and achievable for delivery, to be funded from the COVID-19 recovery allocation referred to at paragraph 6.1 above:

- Core Paths – Grading and Review.
- Core Path K14 – Wideford Farm, Kirkwall (Inganess to Scapa).
- Faravel Active Travel Route and Open Spaces, Stromness.
- Ferry Road, Stromness – Active Travel and Public Realm Improvements.
- Crantit Trail Active Travel Route, Kirkwall.
- Kirkwall West Green Wedge – active travel links between the Peedie Sea, Glaitness School, the Pickaquoy Centre and housing developments.
- Weyland Footpath project, Kirkwall.

6.9. That, subject to the outcome of the feasibility studies referred to at paragraph 6.8 above, the Corporate Director for Neighbourhood Services and Infrastructure should submit reports, to the Development and Infrastructure Committee, regarding the details and costs of the proposed projects, together with any external funding sources which were available to contribute towards project costs.

Councillor James W Stockan left the meeting during discussion of this item.

Signed: Gillian Skuse.

7. Inter-Island Air Services

Proposed Winter 2023/24 Timetable

After consideration of a report by the Corporate Director for Enterprise and Sustainable Regeneration, copies of which had been circulated, and after hearing a report from the Service Manager (Transportation), the Committee:

Noted:

7.1. That the inter-island air services timetable for winter 2023/24 was scheduled to operate from 29 October 2023 to 18 February 2024 inclusive.

7.2. That the draft timetable in respect of air services to be operated by Loganair Limited during winter 2023/24 was presented to the Air Services Consultative Forum for consideration on 17 January 2023, with the main comments and representations from transport representatives outlined in section 4 of the report by the Corporate Director for Enterprise and Sustainable Regeneration.

7.3. The proposed timetable, attached as Appendix 1 to the report by the Corporate Director for Enterprise and Sustainable Regeneration, which was mainly consistent with that operated in previous years, and included the following amendments:

- Sanday/Stromsair flights on a Friday afternoon and Monday morning swapped to accommodate a teacher returning to their home isle.
- Eday Friday morning flight during the winter timetable to provide an early morning link to the mainland.

7.4. That, in advance of the Council's budget setting process for 2023/24 being concluded, any decision on the proposed timetable in respect of inter-island air services would be subject to an adequate service revenue budget being established.

The Committee resolved, in terms of delegated powers:

7.5. That, subject to an adequate service revenue budget for 2023/24 being established, the timetable in respect of inter-island air services, to be operated by Loganair Limited during winter 2023/24, attached as Appendix 1 to this Minute, be approved.

8. Inter-Island Ferry Services

Proposed Winter 2023/24 Timetables

After consideration of a report by the Corporate Director for Enterprise and Sustainable Regeneration, copies of which had been circulated, and after hearing a report from the Service Manager (Transportation), the Committee:

Noted:

8.1. That the inter-island ferry services timetables for winter 2023/24 were scheduled to operate from 25 September 2023 to 4 May 2024 inclusive.

8.2. That draft timetables in respect of ferry services to be operated by Orkney Ferries Limited during winter 2023/24 were presented to the Ferry Services Consultative Forum for consideration on 17 January 2023, with the main comments and representations outlined in section 4 of the report by the Corporate Director for Enterprise and Sustainable Regeneration.

8.3. That, on 2 February 2023, the proposed timetables, together with feedback from the Ferry Services Consultative Forum, were considered by the Board of Orkney Ferries Limited and recommended to the Council for implementation, with the exception of the refit timetable for the Outer North Isles.

8.4. That the proposed timetables for winter 2023/24, attached as Appendix 1 to the report by the Corporate Director for Enterprise and Sustainable Regeneration, were consistent with that operated during winter 2022/23.

8.5. That, in advance of the Council's budget setting process for 2023/24 being concluded, any decision on the proposed Orkney Ferries' timetables for winter 2023/24 would be subject to an adequate service revenue budget being established.

The Committee resolved, in terms of delegated powers:

8.6. That, subject to an adequate service revenue budget being established for 2023/24, the timetables, to be operated by Orkney Ferries Limited during winter 2023/24, attached as Appendix 2 to this Minute, be approved.

8.7. That powers be delegated to the Corporate Director for Enterprise and Sustainable Regeneration, in consultation with the Ferry Services Manager and the Board of Orkney Ferries Limited, to determine the winter 2023/24 refit timetable for the Outer North Isles.

9. Food Standards Scotland

Audit of Food Law Enforcement Service

After consideration of a report by the Corporate Director for Neighbourhood Services and Infrastructure, copies of which had been circulated, and after hearing a report from the Head of Planning and Community Protection, the Committee:

Noted:

9.1. That the Council was a food law authority and had duties and powers, as a regulator, in relation to the enforcement of food law.

9.2. That Food Standards Scotland was responsible for the audit of local authorities to monitor performance and promote best practice amongst local authorities in connection with food law enforcement.

9.3. That, in September 2022, the Council was notified that it had been selected for an audit to verify and validate its implementation of the Food Law Code of Practice (Scotland) 2019.

9.4. Food Standards Scotland's audit report in respect of the Council's food law enforcement service, attached as Appendix 1 to the report by the Corporate Director for Neighbourhood Services and Infrastructure, which assigned limited assurance.

9.5. That officers in the Environmental Health Service had developed an Action Plan in response to the recommendations arising from the audit of the Council's food law enforcement service, which had been submitted to, and agreed by, Food Standards Scotland.

The Committee scrutinised:

9.6. Food Standards Scotland's audit report in respect of the Council's food law enforcement service, attached as Appendix 1 to the report by the Corporate Director for Neighbourhood Services and Infrastructure, and obtained assurance that action was being taken in respect of the recommendations arising from the audit.

Councillor James W Stockan rejoined the meeting during discussion of this item.

10. Economic Development Grants

Budget Monitoring Statement and Delegated Approvals

After consideration of a report by the Corporate Director for Enterprise and Sustainable Regeneration, copies of which had been circulated, and after hearing a report from the Service Manager (Enterprise), the Committee:

Noted:

10.1. That, for financial year 2022/23, the approved budget in respect of Economic Development Grants amounted to £306,300.

10.2. Spending to 31 December 2022, in relation to Economic Development Grants, totalling £182,198, of which £105,264 related to grant commitments made in previous financial years and £76,934 to current year commitments.

10.3. That, as at 31 December 2022, the budget available for approval from the Economic Development Grants budget, amounted to £59,311, as detailed in Annex A to the report by the Corporate Director for Enterprise and Sustainable Regeneration.

10.4. Grant approvals made in the period 1 April to 31 December 2022, totalling £246,989, which included grants approved under delegated schemes for the same period, totalling £123,319, as detailed in Annex B to the report by the Corporate Director for Enterprise and Sustainable Regeneration.

11. Exclusion of the Public

On the motion of Councillor David Dawson, seconded by Councillor Duncan A Tullock, the Committee resolved that the public be excluded for the remainder of the meeting, as the business to be considered involved the disclosure of exempt information of the classes described in Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

12. Economic Development Grants

Budget Monitoring Statement and Delegated Approvals

Under section 50A(4) of the Local Government (Scotland) Act 1973, the public had been excluded from the meeting for this item on the grounds that it involved the disclosure of exempt information as defined in paragraph 4 of Part 1 of Schedule 7A of the Act.

After hearing representations from Councillor Gillian Skuse, the Committee:

Noted that, as an allocation of grant monies had been made in respect of a graduate placement to a business which was no longer in operation, with payments being made on receipt of evidence of salary, no further payments would be made.

13. Harbour Authority Sub-committee

Under section 50A(4) of the Local Government (Scotland) Act 1973, the public had been excluded from the meeting for this item on the grounds that it involved the disclosure of exempt information as defined in paragraph 9 of Part 1 of Schedule 7A of the Act.

After consideration of the draft Minute of the Meeting of the Harbour Authority Sub-committee held on 24 January 2023, copies of which had been circulated, the Committee:

Resolved:

13.1. On the motion of Councillor David Dawson, seconded by Councillor Gillian Skuse, to approve the Minute of the Meeting of the Harbour Authority Sub-committee held on 24 January 2023, attached as Appendix 3 to this Minute, as a true record.

Proposed Harbour Charges

After consideration of the recommendations of the Harbour Authority Sub-committee relating to proposed harbours charges for 2023/24, the Committee:

Resolved to **recommend to the Council:**

13.2. That the Orkney Islands Council Harbour Authority Schedule of Charges, attached as Appendix 4 to this Minute, be approved, to take effect from 1 April 2023.

The above constitutes the summary of the Minute in terms of the Local Government (Scotland) Act 1973 section 50C(2) as amended by the Local Government (Access to Information) Act 1985.

14. Conclusion of Meeting

At 11:55 the Chair declared the meeting concluded.

Signed: David Dawson.

Winter Inter-Island Air Services Timetable. Sunday 29 October 2023 - Sunday 18 February 2024 inclusive



FLIGHT NUMBER	LM	Monday							Tuesday							Wednesday										
		700 D	700 E	702	703 D	703 E	704	705	706	707	701	708	709	705	710	707	701	711	709	712	714 A	705	706	715 B	707	
Kirkwall	dep	07:35	08:00	08:25	08:45	09:10	10:30	15:00	15:10		16:10	07:35	08:25	08:35	15:00	15:10	16:10	07:35	08:25	08:35	09:20	14:25	15:00	15:10	16:00	16:10
Stromsay	arr														15:19											
Stromsay	dep														15:26											
Sanday	arr				08:58	09:23							08:38		15:31									15:23		
Sanday	dep				09:05	09:30							08:45		15:38									15:30		
North Ronaldsay	arr	07:52	08:17												16:27	07:52										16:27
North Ronaldsay	dep	07:59	08:24												16:34	07:59										16:34
Westray	arr			08:40																						
Westray	dep			08:47																						
Papa Westray	arr			08:49				11:04	15:15						08:59	15:15							15:15			
Papa Westray	dep			08:56				11:11	15:22						09:06	15:22							15:22			
Westray	arr														15:24								15:24			
Westray	dep														15:31								15:31			
Eday	arr	08:09	08:34																		09:30	14:35			16:10	
Eday	dep	08:16	08:41																		09:37	14:42			16:17	
Stromsay	arr				09:10	09:35									15:35									15:35		
Stromsay	dep				09:17	09:42									15:42									15:42		
Kirkwall	arr	08:26	08:51	09:11	09:26	09:51	11:26	15:46	15:51			16:51	08:16	09:06	09:21	15:46	15:51	16:51	08:16	09:06	09:21	09:47	14:52	15:46	16:27	16:51

FLIGHT NUMBER	LM	Thursday							Friday							Saturday				Saturday during ferry refit (6 Jan-2 March 2024)						Sunday				
		701	708	709	716	705	710	707	701 D	701 E	711	709 D	709 E	730	705	706	707	702	719	720	721	722	723	724	725 C	726 C	727 C	728	729	
Kirkwall	dep	07:35	08:25	08:35	12:15	15:00	15:10	16:10	07:35	08:00	08:25	08:45	09:10	14:00	15:00	15:10	16:10	08:25	09:30	10:30	15:10	08:00	09:10	10:20	14:00C	15:00C	16:10C	13:45	15:05	
Stromsay	arr						15:19				08:34					15:19										15:09C				
Stromsay	dep						15:26				08:41					15:26										15:16C				
Eday	arr																										16:20C			
Eday	dep																									16:27C				
Westray	arr			08:50							09:00	09:25						08:40					09:25							
Westray	dep			08:57							09:07	09:32						08:47					09:32							
Papa Westray	arr			08:59		15:15					09:09	09:34	14:15	15:15				08:49			15:25		09:34		14:15C			15:20		
Papa Westray	dep			09:06		15:22					09:16	09:41	14:22	15:22				08:56			15:32		09:41		14:22C			15:27		
Westray	arr					15:24									15:24										14:24C			15:29		
Westray	dep					15:31									15:31										14:31C			15:36		
North Ronaldsay	arr	07:52			12:32			16:27	07:52	08:17								09:47			15:42	08:17					16:37C	14:02		
North Ronaldsay	dep	07:59			12:39			16:34	07:59	08:24								09:54			15:49	08:24					16:44C	14:09		
Eday	arr								08:09	08:34												08:34								
Eday	dep								08:16	08:41												08:41								
Sanday	arr		08:38				15:31						08:46											10:43		10:33	15:21C		14:15	
Sanday	dep		08:45				15:38						08:53											10:50		10:40	15:28C		14:22	
Stromsay	arr		08:50																					10:55		10:45			14:27	
Stromsay	dep		08:57																					11:02		10:52			14:34	
Kirkwall	arr	08:16	09:06	09:21	12:56	15:46	15:51	16:51	08:26	08:51	09:06	09:31	09:56	14:56	15:46	15:51	16:51	09:11	10:11	11:11	16:06	08:51	09:56	11:01	14:46C	15:41C	17:01C	14:43	15:51	

A: Operates 15 November 2023 - 17 January 2024 (Eday Wednesday departure time subject to change due to operation of service during daylight hours)

B: Operates 01-08 November 2023 and from 24 January - 14 February 2024

C: These flights will operate 30 minutes earlier on 06, 13 and 20 January 2024

D: Operates 30 October - 27 November 2023 and 26 January - 16 February 2024

E: Operates 01 December 2023 - 22 January 2024

Eday: Monday AM drop during school term only. Bookings on the Eday drop will be subject to availability from 12:00 the Friday before departure

EDAY new service: Friday AM the first four seats are prioritised for North Ronaldsay residents up to 24 hours before flight. New Friday AM service to/from Eday trialled during winter 2022-2023

Sunday: Flight drop off/pick up on request. Bookings can be made on the Sanday or Stromsay flight, shared with North Ronaldsay, from 12:00 on Friday until 12:00 on Sunday.

PLEASE NOTE - The operation of the Stromsay Sunday service is subject to availability of ground crew on the island. Currently (Jan 2023) there are NO Stromsay crew available. Please check with Loganair.

North Ronaldsay 07:35/08:00 and 16:10 departures - these flights operate during the hours of darkness and due to associated legislation, times may change to operate during daylight hours. Loganair will inform all booked passengers of the flight time change in advance. In the event that the flights are changed, the departure times from Kirkwall are as follows:

Evening Flight	Mon-Fri
6 November 2023 - 26 January 2024	14:00

Morning Flight	Mon/Fri	Tue-Thu
13 November - 27 November 2023, 26 January - 9 February 2024	10:10	
14 November 2023 - 9 February 2024		09:40

Appendix 2.

Inter-Island Ferry Services

Winter 2023-24 Timetables

Page 1588 – Rousay, Egilsay and Wyre.

Page 1589 – Graemsay and Hoy (Moaness).

Page 1590 – Shapinsay.

Page 1591 – Papa Westray.

Page 1592 – Outer North Isles.

Page 1593 – South Isles.

Rousay, Egilsay and Wyre Ro-Ro Service

Winter Timetable Effective from 25 September 2023 until 4 May 2024

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Rousay dep	0650A	0650A	0650A	0650A	0650A	0650B	
Egilsay dep	0710A	0710A	0710A	0710A	0710A	0710B	
Wyre dep	0730A	0730A	0730A	0730A	0730A	0730B	
Rousay dep	0745	0745	0745	0745	0745	0745	
Tingwall dep	0820	0820	0820	0820	0820	0840	
Rousay dep	0850	0850	0850	0850	0850		0915B
Wyre dep	0900	0900	0900	0900	0900		
Rousay dep	0910	0910	0910	0910	0910	0910	
Egilsay dep	0930	0930	0930	0930	0930	0930B	0935B
Wyre dep	0950	0950	0950	0950	0950	0950	0955B
Rousay dep	1005	1005	1005	1005	1005	1005	1010
Tingwall dep	1040	1040	1040	1040	1040	1040	1045
Rousay dep	1115	1115	1115	1115	1115	1115	
Tingwall dep	1150	1150	1240	1150	1150	1150	
Rousay arr	1215	1215	1305	1215	1215	1215	1115
Rousay dep	1315C	1315A		1315A	1315A	1315B	1120B
Wyre dep							1130B
Egilsay dep	1335C	1335A		1335A	1335A	1335B	1150B
Wyre dep	1355C	1355A		1355A	1355A	1355B	
Rousay arr							1210
Rousay dep	1410	1410	1410	1410	1410	1410	1410
Tingwall dep	1445	1445	1445	1445	1445	1445	1445
Rousay dep	1520	1520	1520	1520	1520	1520	1520B
Wyre dep	1530	1530	1530	1530	1530	1530	1530B
Tingwall dep	1605	1605	1605	1605	1605	1605	
Rousay dep	1635	1635	1635	1635	1635	1705B	
Egilsay dep	1655	1655	1655	1655	1655		1550B
Wyre dep	1715	1715	1715	1715	1715	1715B	
Rousay dep	1730	1730	1730	1730	1730	1730	1610
Tingwall dep	1800	1800	1800	1800	1800	1800	1645
Rousay arr	1825	1825	1825	1825	1825	1825	1705
Rousay dep	1830A	1830A	1830A	1830A	1830A	1830B	
Wyre dep	1840A	1840A	1840A	1840A	1840A	1840B	
Egilsay dep	1900A	1900A	1900A	1900A	1900A	1900B	
Rousay arr	1915A	1915A	1915A	1915A	1915A	1915B	

On request **TO and FROM** Egilsay and Wyre (sailings marked A, B & C). Customers are requested to make advance bookings as follows -

- A** Requested **morning** and **afternoon** sailings marked A **must** be booked by 1700 on the day before travel.
Requested **evening** sailings marked A **must** be booked by 1400 on the day of travel.
- B** Requested sailings marked B **must** be booked by 1700 on Friday. In the event of urgent bookings being required after this time please contact the Kirkwall Office on 01856 872044 before 1200 on Saturday.
- C** Requested sailings marked C **must** be booked by 0900 on Monday.

Vehicle bookings for all sailings before 0950 departure Tuesday to Saturday must be booked before 1600hrs the day before. Saturday sailings from 0950, all Sunday sailings and Monday morning sailings before 0950 must be booked before 1200 on Saturday by calling the Kirkwall Office on 01856 872044.

All other vehicle bookings must be made at least one hour before departure except those marked A, B & C.

NOTES

1. All enquiries be made through the Tingwall Office Telephone 01856 751360.
2. Vehicles **must** be available for boarding **15 Minutes** before departure and passengers **5 minutes** before departure times.
3. **No Show Charges** - All cancellations must be made by **1600hrs** (1200 on Saturday through Kirkwall Office, for travel on Sunday's and Monday's) on the day before the intended date of travel or charges may be incurred.
4. For Conditions of Carriage of Passengers and Cargo see notices exhibited in the vessels, company premises and website.

**For information on these services contact Ferry Services, Tingwall, Evie.
Telephone 01856 751360, E-Mail: info@orkneyferries.co.uk**

Graemsay and Hoy (Moaness) Effective From 25 September 2023 until 4 May 2024

Our service from Stromness to Hoy/Graemsay is a **PASSENGER ONLY** service. Vehicles can be carried by prior arrangement to Graemsay on the advertised cargo sailings.

		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Stromness	dep	0730	0730	0730	0730	0730	0815E	
Hoy (Moaness)	dep	0755	0755	0755	0755	0755		
Graemsay	dep	0810	0810	0810	0810	0810	0845E	
<hr/>								
Stromness	dep	1000	1000	1000	1000	1000	0930	0930
Hoy (Moaness)	dep	1030	1030	1030	1030	1030	1000	1000
Graemsay	dep	1045	1045	1045	1045	1045	1015	1015
<hr/>								
Stromness	dep	1200A		1200A	1200A			
Hoy (Moaness)	dep	1230A		1230A	1230A			
Graemsay	dep	1245A		1245A	1245A			
<hr/>								
Stromness	dep	1600	1600	1600	1600	1600		
Graemsay	dep	1615	1615	1615	1615	1615		
Hoy (Moaness)	dep	1630	1630	1630	1630	1630		
<hr/>								
Stromness	dep	1800B	1800B	1800B	1800B	1800B	1800	1800
Graemsay	dep	1815	1815	1815	1815	1815	1815	1815
Hoy (Moaness)	dep	1830C	1830C	1830C	1830C	1830C	1830	1830
<hr/>								
Stromness	dep					2130D		
Graemsay	dep					2145D		
Hoy (Moaness)	dep					2200D		

- A** Cargo Sailings to Graemsay, will have limitations on passenger numbers therefore booking is advisable. These sailings may be delayed due to cargo operations.
- B** ON REQUEST to Hoy (Moaness) must be booked through the Kirkwall Office by 1700hrs on the day of sailing.
- C** ON REQUEST from Hoy (Moaness) must be booked through the Kirkwall Office by 1700hrs on the day of sailing.
- D** ON REQUEST must be booked through the Kirkwall Office by 1600hrs on the day of sailing.
- E** On REQUEST must be booked through the Kirkwall Office by 1600hrs on Friday.

Notes:

1. All enquiries must be made through the Kirkwall Office.
Telephone: 01856 872044.
2. Passengers are requested to be available for boarding **5 minutes** before departure.
3. Monday cargo to be booked by **1600hrs** on previous Friday otherwise all cargo must be booked before **1600hrs** the day before sailing. Cargo must be delivered to Stromness Pier no later than **1100hrs** on the day of sailing.
4. For Conditions of Carriage of Passengers and Cargo see notices exhibited in the vessels, company premises and website.
5. **No show charges** - All cancellations must be made by **1600hrs** Monday to Friday and **1400hrs** Saturday for the Sunday and Monday Sailings or full charges may apply.

**For information on this service contact Ferry Services, Shore Street, Kirkwall.
Telephone: 01856 872044, Fax: 01856 872921, E-Mail: info@orkneyferries.co.uk**

Shapinsay Ro-Ro Service

Winter Timetable Effective From 25 September 2023 until 4 May 2024

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Shapinsay dep	0730A	0730B	0730B	0730B	0730B		
Kirkwall dep	0815	0815	0815	0815	0815		
Shapinsay dep	0900	0900	0900	0900	0900	0900	
Kirkwall dep	0945	0945	0945	0945	0945	0945	
Shapinsay dep	1030	1030	1030	1030	1030	1030	1030A
Kirkwall dep	1130	1130	1130	1130	1130	1130	1130A
Shapinsay dep	1330	1330	1330	1330	1330	1330	1330A
Kirkwall dep	1415	1415	1415	1415	1415	1415	1415A
Shapinsay dep	1515	1515	1515	1515	1515	1515A	1515A
Kirkwall dep	1600	1600	1600	1600	1600	1600A	1600A
Shapinsay dep	1645	1645	1645	1645	1645	1645A	
Kirkwall dep	1730	1730	1730	1730	1730	1730A	

A Vehicles must be booked or cancelled before 1400hrs on Saturday.

B Vehicles must be booked or cancelled before 1600hrs the day before sailing.

All other vehicle bookings must be made at least one hour before departure except for those marked A & B.

Notes:

1. All bookings must be made through the Kirkwall Office. Telephone 01856 872044.
2. Vehicles **must** be available for boarding **15 minutes** before departure and passengers **5 minutes** before departure.
3. For Conditions of Carriage of Passengers and Cargo see notices exhibited in the vessels, company premises and website.
4. **No show charges** - All cancellations must be made by **1600hrs** on the day before the intended date of travel, or by 1400 on Saturday for sailings marked A, or full charges may apply.

For information on this service contact Ferry Services, Shore Street, Kirkwall.

Telephone: 01856 872044, Fax: 01856 872921, E-Mail: info@orkneyferries.co.uk

Westray - Papa Westray Passenger Service
Winter Timetable effective from 25 September 2023 to 4 May 2024

		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Pierowall	dep	0730 C	0740	0740	0740	0740	0740 A	
Papa Westray	arr	0755	0805	0805	0805	0805	0805	
Papa Westray	dep	0800 C	0810	0810	0810	0810	0810 A	
Pierowall	arr	0825	0835	0835	0835	0835	0835	
Pierowall	dep	0830*	0915 A	0915	0915 A	0915 A	0915 A	
Papa Westray	arr	0855*	0940	0940	0940	0940	0940	
Papa Westray	dep	0900*	0945 A	0945	0945 A	0945 A	0945 A	
Pierowall	arr	0925*	1010	1010	1010	1010	1010	
Pierowall	dep	0930 A						
Papa Westray	arr	0955						
Papa Westray	dep	1000 A						
Pierowall	arr	1025						
Pierowall	dep			1230		1510*		1315
Papa Westray	arr			1255		1535*		1340
Papa Westray	dep			1300		1540*		1530
Pierowall	arr			1325		1605*		1555
Pierowall	dep	1600	1600	1600	1600	1610 B	1625 B	1700 C
Papa Westray	arr	1625	1625	1625	1625	1635	1650	1725
Papa Westray	dep	1630	1630	1630	1630	1640 B	1655 B	1730 C
Pierowall	arr	1655	1655	1655	1655	1705	1720	1755
Pierowall	dep	1815 B		1815 B	1815 B	1815 B	1815 C	1855 C
Papa Westray	arr	1840		1840	1840	1840	1840	1920
Papa Westray	dep	1845 B		1845 B	1845 B	1845 B	1845 C	1925 C
Pierowall	arr	1910		1910	1910	1910	1910	1950

* Sailings will operate during school term only.

A On request - must be booked by 1600 on the day before travel by calling our Kirkwall Office on 01856 872044. In the event of an urgent booking being required after this time please contact 07841 452426.

B On request - must be booked by 1400 on the day of travel by calling our Kirkwall Office on 01856 872044.

C On request - must be booked by 1400 on Saturday by calling our Kirkwall Office on 01856 872044. In the event of an urgent booking being required after this time, please contact 07841 452426.

Notes

All of these sailings with the exception of those marked * are request sailings and are timed to connect with the arrivals and departures of the ro-ro vessels at Rapness - normal fares will therefore apply. Any sailings outwith these times will be treated as hires and charged accordingly.

- All enquires to the Company's main office, Telephone 01856 872044.
- Passengers must be available for boarding **10 minutes** before departure times.
- No Show Charges** - All cancellations must be made at least **24 hours** before the intended time of travel or full charges may apply.
- For Conditions of Carriage of Passengers and Cargo see notices exhibited in the vessels, company premises and website.

North Isles Ro-Ro Service
Effective from 25 September 2023 – 4 May 2024

(Sailings subject to alteration during the Christmas and New Year period)

(This timetable will not operate during the refit periods of 'Earl Thorfinn', 'Earl Sigurd' and 'Varagen' which will commence on 7 January 2024 until 9 March 2024)

	Sunday			Monday			Tuesday			Wednesday			Thursday			Friday			Saturday			
Kirkwall dep				0700A	0720A	0740A	0700B	0720B	0740B	0700B	0720B	0740B	0700B	0720B	0740B	0700B	0720B	0740B	0700B	0720B	N	
Eday arr									0855													
Eday dep									0905												R	
Stromsay arr				0840			0835			0840			0840			0840			0840		O	
Stromsay dep				0855			0900			0855			0855			0855			0850		N	
Sanday arr						0905			0925			0905			0905			0905	0925		A	
Sanday dep						0915			0935			0915			0915			0915	0935		L	
Eday arr				0930						0930			0930			0930			0955		D	
Eday dep				0945						0945			0945			0945			1005		S	
Westray arr					0845			0845			0845			0845			0845			0845	A	
Westray dep					0900			0900			0900			0900			0900			0900	Y	
Kirkwall arr				1100	1025	1040	1040	1025	1100	1100	1025	1040	1100	1025	1040	1100	1025	1040	1120	1025		
Kirkwall dep								1330			1115♦	1035♦	1055♦		1300			1040				
Eday arr													1210									
Eday dep													1220♦									
Sanday arr													1240									
Sanday dep													1250♦									
Stromsay arr											1250											
Stromsay dep											1300♦											
Westray arr								1455				1200			1425							
Westray dep								1505				1210♦			1435							
P.Westray arr								1545										1235				
P.Westray dep								1600										1300				
Kirkwall arr											1440	1335	1415		1605			1450				
Kirkwall dep	1600A	1700A	1620A	1500	1620	1520	1600		1520	1500	1620	1520	1600	1620♦	1520	1600	1620	1640	1520A	1620A		
Eday arr				1615						1615			1715			1715						
Eday dep				1630						1630			1730			1730						
Stromsay arr	1735			1705			1740			1705			1805			1805			1700			
Stromsay dep	1745A			1715			1755			1715			1820			1815			1710A			
Sanday arr			1745			1645			1645			1645			1645			1805	1745			
Sanday dep			1755A			1655			1655			1655			1655			1815	1755A			
Eday arr			1815						1715										1815			
Eday dep			1825A						1730										1825A			
Westray arr		1825			1745			1745			1745			1745			1745			1745		
Westray dep		1835A			1755			1755			1755			1755♦			1755			1755A		
Kirkwall arr	1925	2000	1940	1855	1920	1820	1930	1920	1845	1855	1920	1820	2000	1920	1820	1955	1920	1940	1940	1920		

A - All vehicle bookings must be booked before 1400hrs on Saturday B - All vehicle bookings must be booked before 1600hrs the day before sailing . Sailings marked ♦ will only operate until 26th October 2023.

All other vehicle bookings must be made at least one hour before the departure from Kirkwall. Vehicles must be available for boarding 20 minutes before departure, passengers 10 minutes before departure.

A scheduled feeder service for passengers and light cargo will operate between Pierowall (Westray) and Papa Westray to connect with the above sailings. A private minibus service is also available on request between Rapness and Pierowall.

1. **A weekly service will be carried out to North Ronaldsay, weather permitting. As departure times vary from week to week, see reverse for proposed sailings.**

2. For Conditions of Carriage of Passengers and Cargo see notices exhibited in vessels, company premises and website.

3. **No Show Charges** – All cancellations must be made **at least than 24 hours before the intended time of travel** or full charges may apply.

4. **For information on these services contact Ferry Services, Shore Street, Kirkwall. Telephone: 01856 872044, Fax: 01856 872921, E-Mail: info@orkneyferries.co.uk**

South Isles Ro-Ro Service

Winter Timetable Effective from 25 September 2023 until 4 May 2024

		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Longhope	dep	0625	0625	0625	0625	0625	0800	0830
Lyness	dep		0650	0650	0650			
Flotta	dep	0650	0710	0710	0710	0650	0830	0855
Lyness	dep	0710				0710	0900	0915
Houton	arr	0745	0745	0745	0745	0745	0935	0950
Houton	dep	0800	0800	0800	0800	0800	0950	1000
Lyness	dep	0845				0845	1030	1045
Flotta	dep	0910	0845	0845	0845	0910	1055	1110
Lyness	dep		0910	0910	0910			
Houton	arr	0945	0945	0945	0945	0945		
Longhope	arr							1125
Longhope	dep							1500
Houton	dep	1015	1015	1015	1015	1015		
Lyness	arr	1050	1050	1050	1050	1050		
Lyness	dep	1100	1100		1100	1100		
Flotta	dep		1200		1200			
Houton	arr	1135				1135	1130	
Houton	dep	1145				1145		
Lyness	dep	1230	1230	1230	1230	1230		
Houton	arr	1305	1305	1305	1305	1305		
Houton	dep	1315	1315	1315	1315	1315	1415	
Lyness	dep	1400	1400	1400	1400			
Flotta	arr	1415	1415	1415	1415			
Flotta	dep	1425	1425	1425	1425	1400	1500	
Lyness	dep					1425		
Houton	arr	1500	1500	1500	1500	1500		
Houton	dep	1515	1515	1515	1515	1515		
Flotta	dep	1600	1600	1600	1600	1600		1530
Lyness	dep	1640	1640	1640	1640	1640	1530	1555
Houton	arr	1715	1715	1715	1715	1715	1605	1630
Houton	dep	1730	1730	1730	1730	1730	1615	1640
Lyness	dep	1810	1810	1810	1810	1810	1700	1715
Flotta	dep	1830A	1830A	1830A	1830A	1830A	1720A	1735
Longhope	arr	1850	1850	1850	1850	1850	1740	1750

A - On Request. At the very latest (except in an emergency) bookings for these services must be made by 12 noon on the day of travel.

B - On Request. Bookings for this service must be made by 1600 on Friday.

Vehicle bookings on all sailings before the 0845 departure Tuesday to Friday and the 1030 on a Saturday must be booked before 1600hrs the day before. All other Saturday sailings, all Sunday sailings and Monday morning sailings before 0845 must be booked before 1200 on Saturday by calling our Kirkwall Office on 01856 872044.

ALL OTHER BOOKINGS MUST BE MADE AT LEAST 1 HOUR BEFORE DEPARTURE EXCEPT THOSE MARKED A & B.

NOTES

- All bookings (including foot passengers) must be made through the Houton Office. Telephone: 01856 811397.
- Vehicles **must** be available for boarding **15 minutes** before departure, and passengers **5 minutes** before departure.
- No Show Charges** - All cancellations must be made by **1600 on the day before the intended date of travel (or by 1600 on a Friday for Saturday, Sunday and Monday travel)** or charges may be applied.
- For Conditions of Carriage of Passengers and Cargo see notices exhibited in the vessels, company premises and website.

For information on these services contact Ferry Services, Houton, Orphir. Telephone: 01856 811397, Email: info@orkneyferries.co.uk

Minute

Harbour Authority Sub-committee

Tuesday, 24 January 2023, 09:30.

Council Chamber, Council Offices, School Place, Kirkwall.



Present

Councillors David Dawson, Gillian Skuse, Graham A Bevan, P Lindsay Hall, Ivan A Taylor and Heather N Woodbridge.

Present via remote link (Microsoft Teams)

Councillor Mellissa-Louise Thomson.

Clerk

- Hazel Flett, Service Manager (Governance).

In Attendance

- Gareth Waterson, Corporate Director for Enterprise and Sustainable Regeneration.
- James Buck, Head of Marine Services, Transportation and Harbour Master.
- Shonagh Merriman, Service Manager (Corporate Finance).
- Karen Bevilacqua, Solicitor.

Declarations of Interest

- Councillor Graham A Bevan – Item 7.
- Councillor Mellissa-Louise Thomson – Item 7.

Chair

- Councillor David Dawson.

1. Disclosure of Exempt Information

The Sub-committee noted the proposal that the public be excluded from the meeting for consideration of Item 6, as the business to be discussed involved the potential disclosure of exempt information of the classes described in the relevant paragraphs of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

2. Revenue Expenditure Monitoring

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

2.1. The revenue financial summary statement in respect of the Scapa Flow Oil Port and Miscellaneous Piers and Harbours for the period 1 April to 31 December 2022, attached as Annex 1 to the report by the Head of Finance, which indicated a budget deficit position of £3,026,300.

2.2. The revenue financial detail by Service Area statement in respect of the Scapa Flow Oil Port and Miscellaneous Piers and Harbours for the period 1 April to 31 December 2022, attached as Annex 2 to the report by the Head of Finance.

The Sub-committee scrutinised:

2.3. The explanations given and actions proposed, in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 3 to the report by the Head of Finance, and obtained assurance that action was being taken with regard to significant budget variances.

3. Miscellaneous Piers and Harbours and Scapa Flow Oil Port

Minor Capital Improvement Programmes – Expenditure Monitoring

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

3.1. The summary position of expenditure incurred, as at 31 December 2022, against the approved Miscellaneous Piers and Harbours and Scapa Flow Oil Port minor capital improvement programmes for 2022/23, as detailed in section 4 of the report by the Head of Finance.

The Sub-committee scrutinised:

3.2. The detailed analysis of expenditure figures against the approved programmes, attached as Appendix 1 to the report by the Head of Finance, and obtained assurance with regard to significant budget variances and progress being made with delivery of the approved Miscellaneous Piers and Harbours and Scapa Flow Oil Port minor capital improvement programmes.

4. Miscellaneous Piers and Harbours

Revenue Maintenance Programme – Expenditure Monitoring

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

4.1. The summary position of expenditure incurred, as at 31 December 2022, against the approved Miscellaneous Piers and Harbours revenue maintenance programme for financial year 2022/23, as detailed in section 5.1 of the report by the Head of Finance.

The Sub-committee scrutinised:

4.2. The detailed analysis of expenditure figures and programme updates, attached as Appendix 1 to the report by the Head of Finance, and obtained assurance with regard to significant budget variances and progress being made with delivery of the approved Miscellaneous Piers and Harbours revenue maintenance programme.

5. Harbour Authority – Annual Performance Report

After consideration of a report by the Corporate Director for Enterprise and Sustainable Regeneration, copies of which had been circulated, and after hearing a report from the Head of Marine Services, Transportation and Harbour Master, the Sub-committee:

Scrutinised the Annual Performance Report in respect of the Harbour Authority for the operating period 1 April 2021 to 31 March 2022, attached as Appendix 1 to the report by the Corporate Director for Enterprise and Sustainable Regeneration.

6. Exclusion of Public

On the motion of Councillor David Dawson, seconded by Councillor Gillian Skuse, the Sub-committee resolved that the public be excluded for the remainder of the meeting, as the business to be considered involved the disclosure of exempt information of the class described in the relevant paragraph of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

7. Proposed Harbour Charges

Councillor Graham A Bevan declared an interest in this item, his connection being that close family members were employed in industries which were liable to incur harbour charges, and was not present during discussion thereof.

Councillor Mellissa-Louise Thomson declared an interest in this item, her connection being that her spouse was the owner of a fishing boat, and therefore liable to incur harbour charges, and was not present during discussion thereof.

Under section 50A(4) of the Local Government (Scotland) Act 1973, the public had been excluded from the meeting for this item on the grounds that it involved the disclosure of exempt information as defined in paragraph 9 of Part 1 of Schedule 7A of the Act.

After consideration of a report by the Corporate Director for Enterprise and Sustainable Regeneration, copies of which had been circulated, and after hearing a report from the Head of Marine Services, Transportation and Harbour Master, the Sub-committee:

Resolved to **recommend to the Council** that the Orkney Islands Council Harbour Authority Schedule of Charges, attached as Appendix 1 to this Minute, be approved, to take effect from 1 April 2023.

The above constitutes the summary of the Minute in terms of the Local Government (Scotland) Act 1973 section 50C(2) as amended by the Local Government (Access to Information) Act 1985.

8. Conclusion of Meeting

At 10:17 the Chair declared the meeting concluded.

Signed: David Dawson.



SCHEDULE OF CHARGES

As of
01 April 2023

Orkney Harbour Authority Area





Schedule of Charges as from 1 April 2023

Contents

Definitions.....	1
Caveats	1
General Conditions	3
1. Vessels and Goods	4
Ship Dues.....	4
Layby	5
Period Dues	6
Environmental Levy	6
Compound Charges	6
Good Dues	7
Offshore Wind Operations.....	9
Port Administration	10
Harbour Craft Charges.....	10
Terms & Conditions for Vessels and Goods.....	11
2. Pilotage	13
Pilotage Services.....	13
Pilotage Charges	13
Over Carriage.....	14
Pilotage Exemption Certificates, Authorisations & Assessments.....	14
North Sea Pilots.....	14
Terms & Conditions for Pilotage.....	14
3. Towage	16
Towage Charges.....	16

Charter Rates.....	16
Towage Administration.....	16
Terms & Conditions for Towage	17
4. Quay, Slipway and Laydown Charges	18
Quay Charges	18
Slipway Charges.....	18
Laydown Area Charges.....	18
Hire of Fencing Panels.....	18
Penalties.....	19
Terms & Conditions for Quay, Slipway and Laydown Charges	20
5. Sundry Charges	21
Waste Charges	21
Port Security Charges.....	21
Harbour Infrastructure Hire Charges	21
Utility Charges	22
Port Data Services.....	22
Hire of Loadall/Forklift	22
Terms & Conditions for Sundry Charges	23

Definitions

In these terms and conditions and charging provisions, unless the context otherwise requires:

“Device” means any floating, submerged or semi-submerged machine, structure or apparatus used for the generation or production of electricity, hydrogen or any other product, liquid or gas. This includes any unpropelled structure or machine. Self-propelled equipment will be deemed to be a vessel and treated as such for the purposes of these charges.

“Docking” is tied up to, made fast or secured to an OIC jetty or pier, or secured adjacent to or on the seabed in close proximity to any OIC pier.

“Services” means any service or operation of whatsoever nature performed or provided by Marine Services.

“The Harbour” means the Orkney Islands Harbours as defined in the Orkney County Council Act 1974 (including the approaches thereto), bridges, wharves, quays, berths, roads, and other property and works of every description and nature, and the buildings, structures and erections thereon, in the Harbours of Orkney for the time being owned, occupied or managed by Marine Services. The port limits are as defined in the Orkney County Council Act 1974

“Vehicle” means any vehicle, including any motor car, motorcycle, lorry, trailer, tractor, steam roller, excavator, agricultural machine or other machine on wheels or tracks.

“Vessel” means any vessel, including any hovercraft, hydrofoil vessel and anything constructed or used to carry persons, goods or cargo by water.

Caveats

Unless the context otherwise requires, words implying the singular include the plural and vice versa and words importing gender shall include any other gender.

Unless otherwise stipulated in any special conditions relating to services and facilities provided by Marine Services, all vessels may enter or leave the Harbour or use Marine Services equipment or facilities or the service of its employees for or in connection with the loading, discharging or trans-shipping of cargo or in connection with repairing, fitting out, victualing, provisioning or laying-by of the vessel only with the consent of Marine Services and subject to:

- a. payment of the relevant dues or other charges;
- b. such terms and conditions as Marine Services may impose;
- c. the lawful directions of the Harbour Master or other appropriate officers of Marine Services, and
- d. compliance with the Statutes, Byelaws and regulations of Marine Services.

Marine Services notwithstanding any consent given or arrangement made shall be at liberty to vary, postpone or cancel such arrangements for any reason whatsoever without Marine Services thereby incurring to any person any liability whatsoever for loss, damage, injury, delay or expense.

Marine Services does not take any charge of or assume any responsibility whatsoever in respect of any vessel navigating or lying in the Port, or entering, leaving, moving, mooring or unmooring in the Harbour; all craft under such circumstances being at the sole risk of the owner, who alone is responsible for the safety and security of their vessel and moorings and also for any damage done by their vessel or servants to the Harbour, or to vessels or goods in or upon any part of the Harbour.

All goods at the Harbour (whether in transit, laid down or deposited) are at the owner's risk in every respect. Marine Services has no custody of such goods and shall not be responsible for any loss or damage.

Goods are not in the custody of Marine Services unless taken possession of by Marine Services as warehousemen or carriers in accordance with Marine Services relevant terms and conditions from time to time in force.

Marine Services shall be undertaken only in accordance with Marine Services relevant terms and conditions from time to time in force. Marine Services requires the appropriate requisition, together with any other necessary documents, to be lodged before any service is begun.

When an agent for a vessel ceases to act whilst that vessel is still in the Harbour and does not accept responsibility for all charges arising, that agent must at once notify Marine Services so that charges may be correctly debited to the responsible parties.

When discharging or loading a vessel, Marine Services may, on request, furnish to the owner or agent an estimate, to the best of its ability, of the time at which discharging, or loading is likely to finish. In giving this estimate, Marine Services accepts no responsibility for any inaccuracy or for any delay in finishing discharging or loading.

The charges and terms herein are subject to alteration at any time.

Where Marine Services has agreed to provide any services in respect of which no charges have been assigned therein, then the charges applicable to those services shall be as determined from time to time by Marine Services.

General Conditions

Documents to be Furnished by the Customer, Master or Owner

Unless otherwise agreed in advance by Marine Services, the Customer, Master or Owner of every vessel discharging or loading cargo must supply to Marine Services the following documents confirming the quantity of cargo discharged or loaded in the Harbour and the days upon which discharging, or loading took place:

- i) Bills of Lading or Cargo Manifest (indicating the weight of cargo and details of the shippers, consignees and freight payers); and
- ii) Statement of Facts

Where the quantity of cargo discharged does not match that shown on the relevant Bill of Lading, then a certified discrepancy report (including details of supporting surveys etc.) must be provided.

These documents must be supplied by the Customer, Master or Owner, or the appointed Agent, to Marine Services within two working days of the day upon which the vessel completes discharging or loading as appropriate. The documents must be submitted (as PDF-format attachments) via e-mail to marine.ops@orkney.gov.uk

Audit

Marine Services reserve the right, upon the giving of reasonable notice to the Customer, Master, Owner, Vessel Agent, Operator, Cargo Receiver or Cargo Shipper, to require the production of, and to receive, view and / or copy, any relevant document or material within that party's reasonable control that demonstrates and evidences the quantum or movement of any cargo or other throughput that may be received, loaded, discharged, stored or otherwise handled within the Port. Such documentation and materials shall be provided to Marine Services upon request, without charge and during Marine Service normal working hours.

For the purposes of undertaking periodic audits, Marine Services also reserve the right to review any recordings, data, reports, measurements produced from equipment under the control of any party and used to load, discharge or store and monitor cargo e.g. including but not limited to CCTV / ANPR etc.

Terms and Conditions

All activities undertaken and Services provided by Marine Services are in accordance with these terms and conditions and charging provisions, and all applicable Statutes, Byelaws, Directions and Terms & Conditions for trade or the supply of Services, which shall continue to apply except where varied from time to time by Marine Services.

These terms shall be governed by and construed in accordance with Scottish Law.

Payment

Except where specified herein to the contrary, all charges payable hereunder shall be payable on demand unless otherwise agreed by Marine Services. Marine Services may charge interest on any overdue amount in accordance with the Late Payment of Commercial Debts (Interest) Act 1998.

Value Added Tax (or any other tax required to be levied on Marine Services charges) shall be payable where applicable at the appropriate rate current from time to time on and in addition to the charges specified or referred to herein. Marine Services VAT Registration number is GB 267 7995 83.

Payments should be made payable to Orkney Islands Council.

Remittances should be sent to salesinvoices@orkney.gov.uk

Fuel and Electricity Surcharges may be applicable in addition to the fees within the Schedule of Charges if there are any unforeseen increases.

1. Vessels and Goods

Ship Dues

These rates are chargeable upon entry to our jurisdiction & cover the vessel for a 96 hour period in port (Subject to Confirmation of Classification).

All vessels below are subject to a Minimum Charge of £34.50 per vessel and £24.80 per visiting pleasure craft.

Vessels, Barges and Devices Utilising an Orkney Islands Council Pier

The following will be charged on use of an Orkney Island Council Pier (£ per GT):

General Cargo Vessels, Tankers & Bulk Carrier	£0.64
Tankers proceeding to Flotta Oil Terminal	£TBC
All vessels engaged operating a regular daily or weekly service between the Scottish Mainland and Orkney*	£0.43
All vessels engaged operating a regular daily or weekly service between the Orkney Islands*	£0.43
Cruise liners and vessels engaged in commercial tourism, including commercial dive vessels*	£0.37
Vessels engaged in the provisions of service and supply of materials for and to vessels at anchor or within the Harbour limits	£0.50
Passenger Launches/Workboats servicing the Flotta Oil Terminal	£0.42
Tugs & Offshore Support Vessels (including those with walk to work technology)	£0.64
Barges & Self-Propelled Jack-up Vessels	£0.64

Fishing Vessels & Training Vessels (including tall ships):

Up to 50 GT	£35.60
Over 50 GT up to 100 GT	£48.95
Over 100 GT up to 200 GT	£61.18
Over 200 GT up to 300 GT	£72.31
Over 300 GT	£83.43
With £1.08 every GT or part thereof over 300 GT	minimum

Vessels, devices and barges not in possession of ITC69 certificate:

Under 40m in length	£2.33 per m
40m and over in length	£4.22 per m

Recreational and Pleasure Craft (£ per vessel):

Up to 10m in length	£25.59
10m in length and over	£25.59
Plus £1.85 per metre or part thereof	minimum

Recreational and Pleasure Craft Vessels only staying in Orkney for 14 days or more, who pay in advance will receive a 40% discount on dues.

Vessels Entering the Harbour Area but Not Utilising at an Orkney Islands Council Pier

Vessels of all types, and in any state entering the Harbour Area for any purpose but who do not enter any dock, or utilise any pier owned by Orkney Islands Council will be charged (£ per GT):

Where a vessel enters for safety by stress of weather or on direct passage no charge will be applied.

All vessels, except recreational vessels	£0.26
--	-------

Vessels Entering the Harbour Area and Utilising an Anchorage or Mooring Point

The following will be charged on use of an anchorage or mooring point (or within the harbour areas) within Orkney Island Council Harbour Area for a vessel in possession of an ITC69 certificate:

Short Term (£ per GT)

First 6 hours	£0.07
---------------	-------

Every additional 24 hours or part thereof	£0.06
---	-------

Long Term (£ per GT per vessel per 24 hour period or part thereof)

Vessel up to 10,000 GT	£0.008
------------------------	--------

Vessels over 10,000 up to 50,000 GT	£0.007
-------------------------------------	--------

Vessels over 50,000 up to 100,000 GT	£0.006
--------------------------------------	--------

Vessels over 100,000 GT	£0.004
-------------------------	--------

Vessels, devices and barges not in possession of ITC69 certificate.

Short Term (price per m per 24 hour period or part thereof):

Under 40m in length	£1.39
---------------------	-------

40m and over in length	£2.79
------------------------	-------

Long Term (price per m per 24 hour period or part thereof)

Under 40m in length	£1.10
---------------------	-------

40m and over in length	£1.78
------------------------	-------

Anchorage occupied in excess of 14 days (336 hours) will be considered a Long Term anchorage and subject to the appropriate charge after this time.

Long Term anchorages are subject to a minimum 92 Day charge.

Her Majesty's Ships and other UK/Scottish Government vessels and charitable sail training vessels will be exempt from berthing and anchorage fees. All other charges for services including pilotage will apply.

UK Border Force or HMRC Inspection and Detention

Any Vessel subject to UK Border Force or HMRC Inspection or Detention, or any by any similar Government agency may be subject to additional charges, at the discretion of the Harbour Authority, for the use of any port facilities.

Layby

Vessels which are off charter (not actively employed) or not under maintenance/repair may be entitled to a reduced Layby rate. Application for this rate would need to be approved in advance by the Harbour Master.

Period Dues

Any Vessel included in 'Ships Dues' above which remains in the harbour for a continuous period greater than 96 hours from entry will be charged $\frac{1}{4}$ of the applicable harbour dues for each successive complete or incomplete period of 24 hours that it remains thereafter.

Any Vessel subject to the Minimum Charge under 'Ships Dues' will be charged for each complete or incomplete period of 96 hours that it remains after the first period.

Environmental Levy

Every vessel which comes into or goes out of the Harbour is liable for the Environmental Levy thereon as set out below:

Per GT of the vessel per Voyage per entry into the harbour area (Minimum Fee £0.22 per voyage):	
Vessels carrying Hydrocarbons Cargo as cargo (minimum charge)	£810.00
Vessels carrying Hydrocarbons Cargo as cargo	£0.02
All Other Vessels	£0.009
Vessels powered by LNG and classified as such	£0.004
Vessels certified carbon free	No charge

Compound Charges

Consolidated, compound charges, payable in advance for all vessels, devices, barges and pleasure craft.

Vessels up to 50 GT and those not in possession of an ITC 69 Certificate:	
Under 10m	£183.55
10m and over but under 12m	£289.22
12m and over but under 15m	£411.59
15m and over but under 18m	£656.32
18m and over but under 21m	£823.18
21m and over but under 24m	£1234.76
24m and over but under 27m	£1557.36
27m and over but under 30m	£1874.39
Over 30m minimum £1,874.39 plus £54.54 per metre or part thereof over 30m.	

Vessels over 50 GT and in possession of and ITC 69 Certificate (£ per GT):	
Over 50 GT up to 100 GT	£13.01
Over 100 GT up to 200 GT	£14.30
Over 200 GT up to 300 GT	£15.57
Over 300 GT up to 400 GT	£22.09
Over 400 GT up to 500 GT	£31.15
Over 500 GT up to 600 GT	£42.85
Over 600 GT	£58.42

Good Dues

General Cargoes

Price Band A (£ per unit)	
Aggregates (per tonne)	£1.58
Unprocessed Timber	£0.83
Animal Feed, Barley, Pulses, Wheat & Grain (per tonne)	£1.05
Price Band B (£ per unit)	
Tubulars (pipe work) & Grout (per tonne)	£1.25
Cement	£1.58
Fertiliser (including Basic Slag)	£1.58
Sawn Timber (per cubic metre)	£1.58
Price Band C (£ per unit)	
Profiles	£2.35
Scrap Metal	£2.39
Steel Sections (max 8 tonne per section)	£2.39
General Cargo	£3.11
Concrete Mats & Structures (per tonne)	£3.13
Crane Parts/Components (per tonne)	£3.72
Price Band D (£ per unit)	
All other Metal Fabrications (per tonne)	£5.03
Decommissioning related cargo (per tonne)	£7.67
Turbines, Compressors, Boilers & Pipework (per tonne)	£11.34
Automotive (New/Unregistered) per vehicle	£11.34
Fuels (£ per unit)	
Solid Fuels, Coal, coke, logs etc (per tonne)	£1.53
Petroleum Products (Fuel Oil, Diesel, Kersoine etc) (per tonne)	£2.44
Gas (per tonne)	£2.44
Closed Container Units (CCU's) (£ per unit)	
Closed Container Units of any size	£6.13

Passenger Dues	
Ferry (External)	
Adult	£1.94
Child (under the age of 12)	£0.98
Cruise	
Passenger	£3.50
Vehicles (Ferry - External)	
Private owned vehicles, motor homes, caravans, trailers, boats etc not in commercial use:	
Motor Vehicles under 5.5m	£10.09
Motor Vehicles 5.5m up to 7.5m	£11.69
Motor Vehicles 7.5m up to 10m	£20.58
Motor Vehicles over 10m plus £0.87 for each additional half metre	£36.16 minimum
Motor Cycle	£4.09
Motor Cycle with sidecar	£8.26
Pedal Cycle	£1.53
Commercially owned and operated vehicles, motor homes, trailers etc:	
Motor Vehicles under 7.5m	£12.98
Motor Vehicles 7.5m up to 10m	£25.91
Motor Vehicles 10m up to 12.5m	£41.16
Motor Vehicles over 12.5m plus £0.87 for each additional half metre	£56.22 minimum
Aquaculture, Fish, Shellfish and Livestock	
Aquaculture (per tonne)	
Fish/Salmon Food	£2.00
Fish, Shellfish and Crustacean (per tonne)	
Fish, Shellfish or Crustacean direct from Sea	£3.21
Fish, Shellfish or Crustacean harvested	£3.21
Smolts	£2.00
Processed Fish, Shellfish or Crustacean	£2.00

Livestock (per head)

Cattle	£0.97
Horses	£0.97
Sheep	£0.56
Other Livestock/animals	£0.56

Ship to Ship Cargo Transfers within Harbour Limits

Payable on the transshipment of all goods over 10 tonnes in weight or 10 Cubic Metres in volume between vessels, devices barges and all other craft within Harbour limits (Price per Cargo Tonne or Cubic Metre or part thereof):

Oil – All grades	£0.48
LNG (per cubic metre)	£0.48
Fish/Salmon	£1.21
Other goods	£2.40
Hazardous cargos such as Oil and Gas will be subject to a minimum charge of (inclusive of all fees and levies except Environmental Levy). This charge is based on Fuel prices as of December 2022, any fuel costs over this price will be subject to a fuel surcharge.	£43,722

Bunkering Operations

Payable on the transshipment of bunkers between vessels. (Price per Cargo Tonne or Cubic Metre or part thereof):

Oil – All grades	£2.44
LNG (per cubic metre)	£2.28

Offshore Wind Operations

Levies for Offshore Wind Operations:

Berth Fees

Any vessel involved in Offshore Wind Activity utilising an OIC Pier	£/GT per day	£0.18
---	--------------	-------

Wet Storage Fees

Any vessels, devices and barges not in possession of an ITC69 utilising an OIC Pier	Per linear metre	£50.00
Any vessels, devices and barges not in possession of an ITC69 at Anchor	Per m2	£1.18

Goods Dues

Wind Farm Components	£/tonne	£12.00
Anchors, Moorings, Chains	£/tonne	£3.00

Land Fees

Lease of Land (utilised)	£/m2 per year	£35.00
Lease of Land (unutilised/long term storage)	£/m2 per year	£20.00

Port Administration

Levy towards the cost of statutory administration of all vessel movements:

All vessel arrivals (except pleasure craft)	£23.59
Visiting pleasure craft	£11.79

Levy towards the administration costs of assessing and completing the following Harbour Authority approvals:

Bunkering Vessel Approval (min 4 weeks prior notice)	£200.23
Bunkering Vessel Annual Renewal	£85.65
Diving Contractor Approval (min 2 weeks prior notice)	£200.23
Diving Contractor Annual Renewal	£85.65
Commercial Recreational Diving Operator Approval (min 2 weeks prior notice)	£200.23
Commercial Recreational Diving Contractor Annual Renewal	£85.65
Commercial Diving Deconfliction Approval (min 24 hours prior notice)	£11.12
Recreational Diving Deconfliction Approval – Private/Individual (min 2 weeks prior notice)	£27.81
Harbour Works Approval (min 4 weeks prior notice)	POA
Ship to Ship Transfer Approval (min 48 hours prior notice)	£60.07
Compound Charge Application Fee	£35.60
Short Notice Charge for late Approval requests (in addition to the relevant charge)	£57.84
Issue of Cargo Port of Origin Letter	£85.65
Outer Isles Cruise calls (vessels calling at locations outwith Orkney Mainland):	
Cruise call charge: Vessel < 5,000GT	£1,000.00
Cruise call charge: Vessel >5,000GT	£1,750.00

Harbour Craft Charges

When using a pilot boat for the purposes of shipping on or shipping off.

The below charges are based on Fuel prices as of December 2022, any fuel costs over this price will be subject to a fuel surcharge.

Hire of Pilot Launches (per hour or part thereof) (Minimum hire of 4 hours)	£493.57
Bareboat Charter (subject to terms and conditions):	
Vessel Hire (per 24 hours or part thereof)	£987.78
Fuel and Lubricants	Cost + 15%

Terms & Conditions for Vessels and Goods

Ships Dues, Layby and Period Charges

Vessels measured in accordance with the International Convention on Tonnage Measurement of Ships 1969 and the Merchant Shipping (Tonnage) Regulations 1997 (as amended) will be charged at the appropriate rate on entry.

Vessels not measured under the above, or which cannot produce either an International Tonnage Certificate or a Tonnage Certificate showing the excluded spaces from which a comparable measurement can be made under the 1969 Convention, will be measured, using length overall, breadth, moulded depth and the appropriate conversion factor. The result of this calculation, multiplied by two, will be the rate charged on entry.

Ship Dues charged on segregated ballast oil tankers, will be in accordance with Council Regulation (EC) No. 2978/94 of the European Commission, on presentation of an International Tonnage Certificate for the vessel showing the tonnage figure which results from the deduction of the tonnage measurement for the vessel's segregated ballast tanks.

Ship Dues, Layby and Period Charges are payable on entry and shall commence from the time at which the vessel enters the Harbour Limits.

If at any time, a particular Ship Due is found to be inapplicable, the appropriate Due will be substituted for it and the amount payable will be re-calculated and charged accordingly.

For any Craft with less than 15 GT will be subject to VAT.

Charges within Section 1 marked with * apply per visit of the vessel involved.

Multiple Ship to Ship Transfers will be charged on each individual cargo transfer.

Vessels operating to Scapa Flow Oil Port will be required to pay all additional charges as applicable if they are rejected by Flotta Terminal Operators as being in an unfit state to conduct cargo operations and required to put to sea and leave the harbour to rectify their condition.

No additional anchorage dues will be raised for any vessels which anchors within the Port Limits either prior to or post a chargeable operation, providing the overall stay, including the operation does not exceed 14 calendar days overall. Any additional time at anchor over and above the 14 calendar days will be charged at the appropriate anchorage rate for the vessel.

Recreational and pleasure craft using Orkney Marinas at Kirkwall, Stromness and Westray will be charged in accordance with the charging arrangements set and published on www.orkneymarinas.com. These charges incorporate the harbour dues paid to the Harbour Authority unless commercial.

Dinghies with oars or sails, canoes, paddle boards, jet skis and Personal Watercraft are exempt from all fees.

Compound Dues

Agreed by prior written application to the Harbour Master.

To be eligible for consideration for Compound Dues vessels, devices, barges and pleasure craft should be:

- locally owned by a commercial entity based in Orkney and operated from any OIC pier;
- or locally owned by a commercial entity based in Orkney engaged in trading and commercial operations within Harbour Water;
- or a privately owned by an Orkney resident and based, regularly moored, berthed or used within Harbour limits,
- or any other privately-owned craft based, regularly moored, berthed or used within Harbour limits.

Vessels applying for or wishing to renew compound charges must be in possession of and must produce written evidence to the Harbour Authority Building, Scapa, in advance of approval/renewal or payment:

- Ownership.

- Valid vessel insurance certificate (exempt if vessel is under 6 metres).
- Valid class certificate, where applicable.
- Third Party liability insurance to a minimum of £3,000,000.

In addition to this the owner of the craft must complete the annual declaration of the craft's anticipated use during the period.

Compound Dues are payable in advance, in full, for the year commencing on the 1st April from which this Port Tariff becomes effective, by the person who owns the vessel on that date. No apportionment or refund of this rate for periods of less than the calendar year is permitted and is non-transferable to another craft or owner.

Compound charges shall cease to be applicable to:

- Any vessel, except for a pleasure craft, which has not moved berth in excess of 28 days.
- Any pleasure craft which has not moved berth between 1 May and 31 October.
- Any vessel deemed unfit for sea by the Harbour Master.

Recreational and pleasure craft paying compound dues, who do not utilise or make use of any pier, quay or mooring owned, operated or provided by Orkney Island Council or Orkney Marinas will receive a 50% discount on receipt of proof of private mooring or berth. Any subsequent use of any pier, quay or mooring owned, operated or provided by Orkney Island Council or Orkney Marinas will result in payment of the full compound charge, irrespective of charge period remaining.

These charges are at the sole discretion of Marine Services and require prior approval prior to the vessel entering the Harbour Limits.

Goods Dues

Foodstuffs, Domestic Fuels and Manufactured Goods, imported or exported into or out of Orkney that require further trans-shipment to or from the Outer Isles will pay wharfage only at the point of trans-shipment.

Marine Services

Provision of the shipping on/off service is dependent on weather conditions and vessel availability.

Users of the shipping on/off service are responsible for ensuring that any person to be transported is capable of transferring between vessels. Marine Services reserves the right not to transport any person who is considered to be unfit to travel, but the full charge will still apply.

Embarkation and disembarkation must be agreed in advance.

The shipping on/off service is regulated by safety procedures and is under the control of the launch coxswain, whose instructions must be complied with at all times.

The maximum carrying capacity is governed by the load-line requirements of the launch.

All hand luggage and packages must be secure and properly packaged for transfer and no item exceeding 20 kg will be permitted.

Embarkation/disembarkation is subject to immediate turn-round at the vessel.

The Excess Time Charge will apply to the duration of any delay, whether occurring at the boarding/landing point or (except for normal operating requirements) caused at the vessel.

2. Pilotage

Pilotage Services

Pilotage Direction

In accordance with Section 7 of the Pilotage Act 1987 & The Orkney Pilotage Direction 1988 (as amended 2007, 2010 and 2016), the Orkney Harbour Authority, the Competent Harbour Authority, has directed that pilotage be compulsory throughout the Pilotage Area for:

1. All passenger vessels of 65m or greater length overall.
2. All other vessels of 80 metres or greater length overall.
3. All vessels under tow where the combined overall length of the towing vessel and the tow is over 65m length overall.
4. All vessels using Orkney Island Council tugs for berthing, unberthing or any other reason where tugs need to be operated under control of the vessel.
5. All vessels over 300 GT carrying persistent oils.

Provision of Service

The Provision of the Pilotage Service is subject to Pilotage Directions published by The Harbour Authority (or any notice that supersedes it).

Charges

Pilotage and associated charges are made pursuant to Section 10 of the Pilotage Act 1987 and are based on Gross Tonnage (GT) as shown on an ITC69 certificate in accordance with the attached Schedule of Charges.

Pilotage Exemption Certificates

Pilotage Exemption Certificates may be granted to appropriately qualified mariners by application, pursuant to Section 8 of the Pilotage Act 1987, as amended by the Marine Navigation Act 2013 & subsequent Pilotage Directions promulgated by Harbour Authority.

Liability

The provision of pilotage services is subject to availability and Marine Services accepts no liability for any delay, loss or damage, directly or indirectly arising out of, or caused or contributed to by an inability to supply or continue to supply such services or for any charges or expenses incurred in such circumstances.

Limitation of Liability in respect of Pilots is covered under Section 22 of the Pilotage Act 1987

Performance of Services

The charges and tariffs contained in Sections 1 to 5 hereof shall apply to all quotations, orders, agreements and contracts entered into by Marine Services for the performance or provision of Services at the Port unless otherwise expressly agreed in writing by the Harbour Master.

Pilotage Charges

Charges are the sole charges for the use of an Authorised Pilot for a vessel movement, inclusive of attendance. The below charges are based on Fuel prices as of December 2022, any fuel costs over this price will be subject to a fuel surcharge.

Pilotage per single vessel movement:

Vessels up to 4,000 GT	£574.13
For each 100 GT or part thereof in excess of 4,000 GT	£3.93
Pilotage per single tow movement:	

Length of tow up to 65m	£574.13
Length of tow 65m and over	£706.67
Pilotage Exemption Certificate Surcharge Charged as single vessel movement x 7.5% (water & pier)	
Pilotage Exemption Certificate Surcharge as single vessel movement x 5.5% (waters only)	
Cancellation Fee (less than 2 hours notice received)	£195.38
Detention Fees:	
First 30 minute period	£195.38
Each successive 30 minute period or part thereof	£260.27

Over Carriage

Pilots should embark and disembark at the nominated Pilot Boarding Area. If due to unavoidable circumstances the Pilot is over carried, then the following will apply:

1. The Pilot must embark and disembark at the earliest opportunity in the range of 500 nautical miles from Orkney. In addition to the normal pilotage charge a charge will be levied at the rate of £118 per hour or part thereof for the first 12 hours of Overcarry, any other hours in the 24 hour period will be charged at a standby rate of £70 per hour or part thereof, commencing from the time of the departure from the Pilotage District until repatriation to Orkney.
2. The vessel will also be required to reimburse all travel and subsistence expenses involved in repatriating the Pilot to Orkney.

Pilotage Exemption Certificates, Authorisations & Assessments

The following charges are applicable with regards to Pilotage Exemption Certificates for Orkney Pilotage Area (please note also content of Pilotage Directions).

Oral Examination	£303.26
Issue of New Certificate (including one main and one sub area)	£303.26
Issue of Replacement Certificate, Part 1 - areas	£190.94
Issue of Replace Certificate Part 2 - vessels	£190.94
Annual Renewal of Certificate	£303.26
Addition of Vessel Name to Part 2 (per submission)	£ 86.49
Change of Vessel Name	£ 47.17
Addition of Main Operating Area	£ 86.49
Addition of Harbour Sub Area	£ 86.49

North Sea Pilots

Boarding and landing of North Sea Pilots, subject to launch availability.

Per embarkation/disembarkation per pilot	£1,684.80
--	-----------

Terms & Conditions for Pilotage

A "vessel movement" means any of the following single acts of navigation:

- outside the compulsory area (i.e. to or from sea)
- within the compulsory area (i.e. to or from a berth, jetty, mooring or anchorage)

Charges for use of Orkney Island Council Marine Service Pilots includes the boarding and landing fee.

The Authority reserves the right to make a charge for any vessel movement by the holder of a valid Pilotage Exemption Certificate. This charge is currently set at 5.00% of the single vessel movement. Charge capped at 1000 acts per vessel into a single port.

A full Pilotage charge will be levied when a vessel subject to compulsory pilotage is moved without the use of an authorised Pilot or Pilotage Exemption Certificate holder.

Where a vessel movement is a tow involving two or more vessels, the charge for pilotage for a single vessel movement will be regulated by the overall distance between the extreme ends of the vessels concerned and by the draught of the deepest vessel.

At least two hours' notice is required for orders for Pilotage.

Detention Fees will apply to any occasion that a Pilot is kept on board a vessel over and above the period of time for a normal act of pilotage, currently assessed as 4 hours, whether or not actively engaged in pilotage duties during that extended period, unless otherwise agreed by the Harbour Master.

A Deck Officer (As defined in the Marine Navigation Act 2013) may obtain Pilotage Exemption Certificates from the Authority, as the Competent Harbour Authority, subject to certain conditions and requirements. All applicants must complete an oral examination. Pilotage Exemption Certificates are valid for a maximum of one year at a time and, subject to conditions, may also be renewed. Full details of the conditions, requirements and examination process for the grant of a Pilotage Exemption Certificate are obtainable from the Harbour Office.

Pilotage Exemption Certificates are split into 2 parts, Part One being the areas of validity and Part Two the vessels for which the certificate is valid. Part One is further subdivided into the main operating Area e.g. Scapa Flow, Kirkwall and the Sub Area detailing the individual port or quay e.g. Lyness, Stromness, Hatston Pier.

3. Towage

Towage Charges

These rates are chargeable per vessel and per Tug requested irrespective of Tug power and bollard pull. The below charges are based on Fuel prices as at December 2022, any fuel costs over this price will be subject to a fuel surcharge.

Scapa Flow, Stromness and Southern Isles:	
Assisting a vessel on or off a berth, pier, mooring or anchorage or Towage Escort Services (minimum 2 hours rate).	£2,200.00
thereafter per hour or any part thereof.	£950.00
Kirkwall and Northern Isles (per act, per tug):	
Assisting a vessel on or off a berth, pier, mooring or anchorage or Towage Escort Services (minimum 2 hours rate).	£2,200.00
thereafter per hour or any part thereof	£950.00
Transfer costs for Tug from Scapa to Kirkwall (one act)	£2,000.00

Charter Rates

The following rates apply to Tugs taken on charter, where the charter is within 10 miles of Orkney Harbour area limits. Rates are chargeable per vessel and per Tug requested irrespective of Tug power and bollard pull (per hour or any part thereof) at discretion of the Harbour Master:

Base to Base	POA
--------------	-----

The following rates apply to Tugs taken on charter, where the charter is out with Orkney. Rates are chargeable requested irrespective of Tug power and bollard pull (per 24 hour period or any part thereof):

First 24 hours	POA
Subsequent 24 hours or part thereof	POA
Fuel and Lubricants	Cost + 15%

Towage Administration

The following charges will be applied to all towage conducted with the Harbour Area, irrespective of Towage company utilised or by the discretion of the Harbour Master:

Towage Assessment Approval (min 2 weeks prior notice):	£200.00
--	---------

Terms & Conditions for Towage

Provision of the towage service is dependent on weather conditions and vessel availability.

Mobilisation and demobilisation charges are included in the fees unless otherwise specified.

Short notice will incur additional charges, refer to towage assessment approval.

4. Quay, Slipway and Laydown Charges

Quay Charges

Quay Sterilisation - When vehicles or equipment such as cranes are mobilised on the Port's quays or where the quay is sterilised or access is restricted for use by others, then a charge of £500 per 24-hour period or part thereof will be made.

Pier Laydown – Within designated areas only (Per Sq M per 24-hour period)	£0.27
---	-------

Slipway Charges

Use of slipways (Per Sq M per 24 hour period):	
First 24 Hours	£0.10
Subsequent 24 hours or part thereof	£0.27

Laydown Area Charges

Hard standing and Type 1 Areas (Per Sq M per 24 hour period)	£0.19
Brownfield Sites (Per Sq M per 24 hour period)	£0.14
Garson, Stromness Lorry Parks (Per Sq M per 24 hour period)	
First 24 Hours	£0.27
Subsequent 24 hours or part thereof	£0.65
Marshalling Areas:	
Vehicles/Trailers for immediate embarkation (within 6 hours)	No Charge
Vehicles/Trailers not for immediate embarkation (per day or part thereof)	£122.36

Hire of Fencing Panels

Hire of Fencing Panels each per week or part thereof	£8.35
Hire of Pedestrian Fencing each per week or part thereof	£7.35

Parking Permit for Pier Areas (per vehicle, per year):

Private Vehicle	£68.97
Commercial Vehicle under 7m in length	£91.22
Commercial Vehicle over 7m in length	£166.86

Penalties

Where quay, pier, slipway, laydown and parking agreements are exceeded by individuals and companies the following penalty charges will apply:

Storage in excess of agreed areas (per Sq M per 24-hour period)	£22.25
Removal of vehicle, equipment, goods, chattles in breach of agreement or on abandonment.	Cost + 15%

Terms & Conditions for Quay, Slipway and Laydown Charges

The use of quays, slipways, piers, laydown areas, parking areas or any other similar area under the control of Orkney Islands Council Marine Services must be agreed by prior written application to the Harbour Master.

Applications should include:

- the period of requirement.
- the size of area required.
- the type, nature, sizes and dangerous substances and hazards of all equipment's, vehicles, goods, chattels and other items to be stored.

Where such storage or areas is required over a period of 12 calendar months those intending to use such areas, must complete an annual declaration of the anticipated use during the 12 month period.

Dues are payable, in full, prior to the start of the requested period unless the period exceeds 6 months when the dues will be payable one month in advance.

For dues where the period extends over a period greater than 12 months, dues are payable the year commencing on the 1st April from which the Harbour Dues becomes effective, by the person who owns said goods.

No apportionment or refund of this rate for periods of less than that agreed is permitted and is non-transferable to any other person or company.

Any equipment, vehicles, stores, gear or other items in pier laydown, must be stored in allocated areas.

No goods, stores, equipment, vehicles or any other items are to be stored or left unattended within 2m of an exposed pier or quay edge.

Marine Services reserves the right to remove and dispose of any goods, chattels, vehicles, equipment or any other items stored out with the boundaries of agreed storage areas.

Parking Area Charge – no guaranteed space and must be parked in a designated parking space.

Those paying compound harbour dues will get the first 24 hours free.

5. Sundry Charges

Waste Charges

Waste Charges, in accordance with Merchant Shipping & Fishing Vessels (Port Waste Reception Facilities) Regulations 2003 and Animal By-Products Regulation (EC) 1774/2002. These rates apply regardless of waste contractor appointed by the ship or agent.

Domestic Waste (excluding Category 1 Waste)

Waste Charge when no harbour dues payable	Cost + 15%
Over 2 Tonnes in weight (per tonne or part thereof)	£667.44
Supply of tonne bag	£6.39

Oil - The following charges apply in relation to the disposal of oils in the Harbour.

Hire of 1,000 litre portable tank (per fill)	£21.14
Hire of 2,000 litre bowser (per fill)	£34.48
With Operator (per hour)	£51.56
Testing and disposal (per CuM landed or part thereof)	
Quantities below 2000L	£229.15
Quantities above 2000L	Cost + 15%
SEPA Form	£61.18
Oil Disposal Administration Charge	£333.72

Category 1 Waste, Hazardous Waste & Other Waste

For details contact Marine Services.	Cost +15%
--------------------------------------	-----------

Port Security Charges

Security Charges in accordance with the International Ship and Port Facility Security Code (ISPS) where not included in the Orkney Mainland security charges.

Security Level 1: Sweep & patrol if requested	
First 6 Hours	£171.31
Each Subsequent 12 hour period or part thereof	£342.62
Security Level 1 : Cruise vessels where extending visit after hours & request security (First 12 hours and then per hour or part thereof)	£324.00
Security Level 2: Access Control/Security Guards	Cost +15%
Security Level 3: As directed by the security services	Cost +15%
Off Mainland security charges (where applicable): First 12 hours	£907.20
Each subsequent 6 hour period or part thereof	£162.00

To include cost for guards, fencing and set up.

Harbour Infrastructure Hire Charges

The use of port infrastructure is chargeable at the following rates:

Linkspans (per hour our part thereof)	£105.68
Hard Ramps (per hour or part thereof)	£47.83
Drying out areas:	
First 24 hours	£44.50
Per additional 24 period or part thereof	£87.88
Weigh bridges and machines:	
For goods (per tonne or part thereof)	£0.78
Vehicles for shipment or taxation (per tonne or part thereof)	£3.51
Marine Headquarters Conference Room (per 4 hours or part thereof):	
without conference/presentation facilities	£88.99
with conference/presentation facilities	£133.49

Utility Charges

The following utility service charges are applicable within the Harbour:

Water (per tonne or part thereof)	£3.24
Electricity (per unit)	£0.38

Port Data Services

The following data is available:

Meteorological Data (per calendar month per site)	£44.50
Tide Tables (Per Copy)	£5.00

Hire of Loadall/Forklift

Hire of Loadall/Forklift with Operator (per hour)	£51.56
---	--------

Terms & Conditions for Sundry Charges

Waste Charges

In accordance with the Port Waste Reception Facilities Regulations 2003, Marine Services provide waste reception facilities to meet the needs of ships normally using the harbour. In order to cover the costs of the provision of port waste reception facilities, Marine Services has a mandatory charge of 0.8% of Harbour Dues. This charge allows vessels to deliver waste in the form of garbage up to a weight of 2.0 tonne free of additional charge to the ship. Where garbage delivered is in excess of these quantities the additional volume or weight will be charged as prescribed in section 1.

“Category 1 Waste” means all domestic waste whose origin is not within the European Union, and, for a vessel whose last port of call was not in the European Union, all domestic waste on board will be treated as Category 1 Waste.

“Special Waste” means hazardous or dangerous waste as defined by the Special Waste Regulations 1996 (as amended).

“Other Waste” means all waste that is not Domestic Waste or Special Waste and includes waste oils, cargo-associated waste and cargo residues.

Vessels are required to give advance notification, via their agents, of all waste to be landed.

Vessels are only permitted to land waste that has been declared.

Domestic Waste, Category 1 Waste and Other Waste must each be declared separately.

Domestic Waste must be contained in double-wrapped plastic bags and all other waste must be adequately packaged or sorted for disposal.

Only Domestic Waste is to be deposited in the receptacles provided.

Category 1 Waste must be deposited in the special receptacles which will be provided as required.

Irrespective of quantity, any additional work required for organising waste will be charged for, and any waste which is not properly deposited in the appropriate receptacles will be charged for as Other Waste.

Waste Charges covers the same four day period (96 hours) as the Ship Dues. If Period Dues of Chapter 1 is applied, a further Domestic Waste Charge will also be applied for each subsequent four day period or part thereof.

Hire charges apply from departing the Harbour Authority Building, Scapa until return to the same location.

Port Security Charges

Under the ISPS Code, the berths operated by the Authority are subject to the Port Facility Security Plan for Orkney, as approved by the Department for Transport.

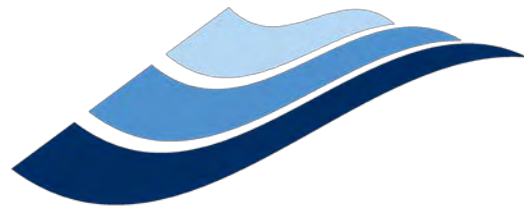
Under the ISPS Code, the Security Level for the Port is set at Security level one unless MSD (DfT) instruct otherwise.

The manned security services are in compliance with the specifications set by the Department for Transport.

Labour

“Normal Time” means 0800-1700 hours, Monday to Friday, “Overtime” all hours outside of this.

1625



ORKNEY ISLANDS COUNCIL
Harbour Authority

Enquiries to:

Marine Services and Transportation
Orkney Islands Council
Harbour Authority Building
Scapa
Orkney, KW15 1SD

Tel: +44 (0) 1856 873636

Email: harbours@orkney.gov.uk

Web: www.orkneyharbours.com



ORKNEY
ISLANDS COUNCIL

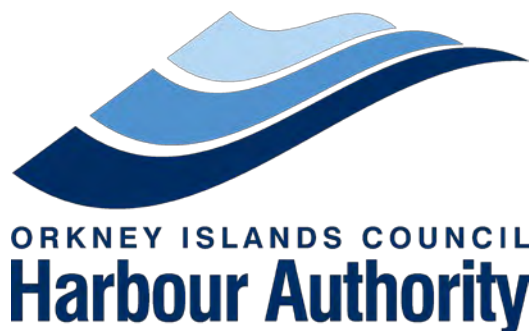


SCHEDULE OF CHARGES

As of
01 April 2023

Orkney Harbour Authority Area





Schedule of Charges as from 1 April 2023

Contents

Definitions.....	1
Caveats	1
General Conditions	3
1. Vessels and Goods	4
Ship Dues.....	4
Layby	5
Period Dues	6
Environmental Levy	6
Compound Charges	6
Good Dues	7
Offshore Wind Operations.....	9
Port Administration	10
Harbour Craft Charges.....	10
Terms & Conditions for Vessels and Goods.....	11
2. Pilotage	13
Pilotage Services.....	13
Pilotage Charges	13
Over Carriage.....	14
Pilotage Exemption Certificates, Authorisations & Assessments.....	14
North Sea Pilots.....	14
Terms & Conditions for Pilotage.....	14
3. Towage	16
Towage Charges.....	16

Charter Rates.....	16
Towage Administration.....	16
Terms & Conditions for Towage	17
4. Quay, Slipway and Laydown Charges	18
Quay Charges	18
Slipway Charges.....	18
Laydown Area Charges.....	18
Hire of Fencing Panels.....	18
Penalties.....	19
Terms & Conditions for Quay, Slipway and Laydown Charges	20
5. Sundry Charges	21
Waste Charges	21
Port Security Charges.....	21
Harbour Infrastructure Hire Charges	21
Utility Charges	22
Port Data Services.....	22
Hire of Loadall/Forklift	22
Terms & Conditions for Sundry Charges	23

Definitions

In these terms and conditions and charging provisions, unless the context otherwise requires:

“Device” means any floating, submerged or semi-submerged machine, structure or apparatus used for the generation or production of electricity, hydrogen or any other product, liquid or gas. This includes any unpropelled structure or machine. Self-propelled equipment will be deemed to be a vessel and treated as such for the purposes of these charges.

“Docking” is tied up to, made fast or secured to an OIC jetty or pier, or secured adjacent to or on the seabed in close proximity to any OIC pier.

“Services” means any service or operation of whatsoever nature performed or provided by Marine Services.

“The Harbour” means the Orkney Islands Harbours as defined in the Orkney County Council Act 1974 (including the approaches thereto), bridges, wharves, quays, berths, roads, and other property and works of every description and nature, and the buildings, structures and erections thereon, in the Harbours of Orkney for the time being owned, occupied or managed by Marine Services. The port limits are as defined in the Orkney County Council Act 1974

“Vehicle” means any vehicle, including any motor car, motorcycle, lorry, trailer, tractor, steam roller, excavator, agricultural machine or other machine on wheels or tracks.

“Vessel” means any vessel, including any hovercraft, hydrofoil vessel and anything constructed or used to carry persons, goods or cargo by water.

Caveats

Unless the context otherwise requires, words implying the singular include the plural and vice versa and words importing gender shall include any other gender.

Unless otherwise stipulated in any special conditions relating to services and facilities provided by Marine Services, all vessels may enter or leave the Harbour or use Marine Services equipment or facilities or the service of its employees for or in connection with the loading, discharging or trans-shipping of cargo or in connection with repairing, fitting out, victualing, provisioning or laying-by of the vessel only with the consent of Marine Services and subject to:

- a. payment of the relevant dues or other charges;
- b. such terms and conditions as Marine Services may impose;
- c. the lawful directions of the Harbour Master or other appropriate officers of Marine Services, and
- d. compliance with the Statutes, Byelaws and regulations of Marine Services.

Marine Services notwithstanding any consent given or arrangement made shall be at liberty to vary, postpone or cancel such arrangements for any reason whatsoever without Marine Services thereby incurring to any person any liability whatsoever for loss, damage, injury, delay or expense.

Marine Services does not take any charge of or assume any responsibility whatsoever in respect of any vessel navigating or lying in the Port, or entering, leaving, moving, mooring or unmooring in the Harbour; all craft under such circumstances being at the sole risk of the owner, who alone is responsible for the safety and security of their vessel and moorings and also for any damage done by their vessel or servants to the Harbour, or to vessels or goods in or upon any part of the Harbour.

All goods at the Harbour (whether in transit, laid down or deposited) are at the owner's risk in every respect. Marine Services has no custody of such goods and shall not be responsible for any loss or damage.

Goods are not in the custody of Marine Services unless taken possession of by Marine Services as warehousemen or carriers in accordance with Marine Services relevant terms and conditions from time to time in force.

Marine Services shall be undertaken only in accordance with Marine Services relevant terms and conditions from time to time in force. Marine Services requires the appropriate requisition, together with any other necessary documents, to be lodged before any service is begun.

When an agent for a vessel ceases to act whilst that vessel is still in the Harbour and does not accept responsibility for all charges arising, that agent must at once notify Marine Services so that charges may be correctly debited to the responsible parties.

When discharging or loading a vessel, Marine Services may, on request, furnish to the owner or agent an estimate, to the best of its ability, of the time at which discharging, or loading is likely to finish. In giving this estimate, Marine Services accepts no responsibility for any inaccuracy or for any delay in finishing discharging or loading.

The charges and terms herein are subject to alteration at any time.

Where Marine Services has agreed to provide any services in respect of which no charges have been assigned therein, then the charges applicable to those services shall be as determined from time to time by Marine Services.

General Conditions

Documents to be Furnished by the Customer, Master or Owner

Unless otherwise agreed in advance by Marine Services, the Customer, Master or Owner of every vessel discharging or loading cargo must supply to Marine Services the following documents confirming the quantity of cargo discharged or loaded in the Harbour and the days upon which discharging, or loading took place:

- i) Bills of Lading or Cargo Manifest (indicating the weight of cargo and details of the shippers, consignees and freight payers); and
- ii) Statement of Facts

Where the quantity of cargo discharged does not match that shown on the relevant Bill of Lading, then a certified discrepancy report (including details of supporting surveys etc.) must be provided.

These documents must be supplied by the Customer, Master or Owner, or the appointed Agent, to Marine Services within two working days of the day upon which the vessel completes discharging or loading as appropriate. The documents must be submitted (as PDF-format attachments) via e-mail to marine.ops@orkney.gov.uk

Audit

Marine Services reserve the right, upon the giving of reasonable notice to the Customer, Master, Owner, Vessel Agent, Operator, Cargo Receiver or Cargo Shipper, to require the production of, and to receive, view and / or copy, any relevant document or material within that party's reasonable control that demonstrates and evidences the quantum or movement of any cargo or other throughput that may be received, loaded, discharged, stored or otherwise handled within the Port. Such documentation and materials shall be provided to Marine Services upon request, without charge and during Marine Service normal working hours.

For the purposes of undertaking periodic audits, Marine Services also reserve the right to review any recordings, data, reports, measurements produced from equipment under the control of any party and used to load, discharge or store and monitor cargo e.g. including but not limited to CCTV / ANPR etc.

Terms and Conditions

All activities undertaken and Services provided by Marine Services are in accordance with these terms and conditions and charging provisions, and all applicable Statutes, Byelaws, Directions and Terms & Conditions for trade or the supply of Services, which shall continue to apply except where varied from time to time by Marine Services.

These terms shall be governed by and construed in accordance with Scottish Law.

Payment

Except where specified herein to the contrary, all charges payable hereunder shall be payable on demand unless otherwise agreed by Marine Services. Marine Services may charge interest on any overdue amount in accordance with the Late Payment of Commercial Debts (Interest) Act 1998.

Value Added Tax (or any other tax required to be levied on Marine Services charges) shall be payable where applicable at the appropriate rate current from time to time on and in addition to the charges specified or referred to herein. Marine Services VAT Registration number is GB 267 7995 83.

Payments should be made payable to Orkney Islands Council.

Remittances should be sent to salesinvoices@orkney.gov.uk

Fuel and Electricity Surcharges may be applicable in addition to the fees within the Schedule of Charges if there are any unforeseen increases.

1. Vessels and Goods

Ship Dues

These rates are chargeable upon entry to our jurisdiction & cover the vessel for a 96 hour period in port (Subject to Confirmation of Classification).

All vessels below are subject to a Minimum Charge of £34.50 per vessel and £24.80 per visiting pleasure craft.

Vessels, Barges and Devices Utilising an Orkney Islands Council Pier

The following will be charged on use of an Orkney Island Council Pier (£ per GT):

General Cargo Vessels, Tankers & Bulk Carrier	£0.64
Tankers proceeding to Flotta Oil Terminal	£TBC
All vessels engaged operating a regular daily or weekly service between the Scottish Mainland and Orkney*	£0.43
All vessels engaged operating a regular daily or weekly service between the Orkney Islands*	£0.43
Cruise liners and vessels engaged in commercial tourism, including commercial dive vessels*	£0.37
Vessels engaged in the provisions of service and supply of materials for and to vessels at anchor or within the Harbour limits	£0.50
Passenger Launches/Workboats servicing the Flotta Oil Terminal	£0.42
Tugs & Offshore Support Vessels (including those with walk to work technology)	£0.64
Barges & Self-Propelled Jack-up Vessels	£0.64

Fishing Vessels & Training Vessels (including tall ships):

Up to 50 GT	£35.60
Over 50 GT up to 100 GT	£48.95
Over 100 GT up to 200 GT	£61.18
Over 200 GT up to 300 GT	£72.31
Over 300 GT	£83.43
With £1.08 every GT or part thereof over 300 GT	minimum

Vessels, devices and barges not in possession of ITC69 certificate:

Under 40m in length	£2.33 per m
40m and over in length	£4.22 per m

Recreational and Pleasure Craft (£ per vessel):

Up to 10m in length	£25.59
10m in length and over	£25.59
Plus £1.85 per metre or part thereof	minimum

Recreational and Pleasure Craft Vessels only staying in Orkney for 14 days or more, who pay in advance will receive a 40% discount on dues.

Vessels Entering the Harbour Area but Not Utilising at an Orkney Islands Council Pier

Vessels of all types, and in any state entering the Harbour Area for any purpose but who do not enter any dock, or utilise any pier owned by Orkney Islands Council will be charged (£ per GT):

Where a vessel enters for safety by stress of weather or on direct passage no charge will be applied.

All vessels, except recreational vessels	£0.26
--	-------

Vessels Entering the Harbour Area and Utilising an Anchorage or Mooring Point

The following will be charged on use of an anchorage or mooring point (or within the harbour areas) within Orkney Island Council Harbour Area for a vessel in possession of an ITC69 certificate:

Short Term (£ per GT)

First 6 hours	£0.07
---------------	-------

Every additional 24 hours or part thereof	£0.06
---	-------

Long Term (£ per GT per vessel per 24 hour period or part thereof)

Vessel up to 10,000 GT	£0.008
------------------------	--------

Vessels over 10,000 up to 50,000 GT	£0.007
-------------------------------------	--------

Vessels over 50,000 up to 100,000 GT	£0.006
--------------------------------------	--------

Vessels over 100,000 GT	£0.004
-------------------------	--------

Vessels, devices and barges not in possession of ITC69 certificate.

Short Term (price per m per 24 hour period or part thereof):

Under 40m in length	£1.39
---------------------	-------

40m and over in length	£2.79
------------------------	-------

Long Term (price per m per 24 hour period or part thereof)

Under 40m in length	£1.10
---------------------	-------

40m and over in length	£1.78
------------------------	-------

Anchorage occupied in excess of 14 days (336 hours) will be considered a Long Term anchorage and subject to the appropriate charge after this time.

Long Term anchorages are subject to a minimum 92 Day charge.

Her Majesty's Ships and other UK/Scottish Government vessels and charitable sail training vessels will be exempt from berthing and anchorage fees. All other charges for services including pilotage will apply.

UK Border Force or HMRC Inspection and Detention

Any Vessel subject to UK Border Force or HMRC Inspection or Detention, or any by any similar Government agency may be subject to additional charges, at the discretion of the Harbour Authority, for the use of any port facilities.

Layby

Vessels which are off charter (not actively employed) or not under maintenance/repair may be entitled to a reduced Layby rate. Application for this rate would need to be approved in advance by the Harbour Master.

Period Dues

Any Vessel included in 'Ships Dues' above which remains in the harbour for a continuous period greater than 96 hours from entry will be charged $\frac{1}{4}$ of the applicable harbour dues for each successive complete or incomplete period of 24 hours that it remains thereafter.

Any Vessel subject to the Minimum Charge under 'Ships Dues' will be charged for each complete or incomplete period of 96 hours that it remains after the first period.

Environmental Levy

Every vessel which comes into or goes out of the Harbour is liable for the Environmental Levy thereon as set out below:

Per GT of the vessel per Voyage per entry into the harbour area (Minimum Fee £0.22 per voyage):	
Vessels carrying Hydrocarbons Cargo as cargo (minimum charge)	£810.00
Vessels carrying Hydrocarbons Cargo as cargo	£0.02
All Other Vessels	£0.009
Vessels powered by LNG and classified as such	£0.004
Vessels certified carbon free	No charge

Compound Charges

Consolidated, compound charges, payable in advance for all vessels, devices, barges and pleasure craft.

Vessels up to 50 GT and those not in possession of an ITC 69 Certificate:	
Under 10m	£183.55
10m and over but under 12m	£289.22
12m and over but under 15m	£411.59
15m and over but under 18m	£656.32
18m and over but under 21m	£823.18
21m and over but under 24m	£1234.76
24m and over but under 27m	£1557.36
27m and over but under 30m	£1874.39
Over 30m minimum £1,874.39 plus £54.54 per metre or part thereof over 30m.	

Vessels over 50 GT and in possession of and ITC 69 Certificate (£ per GT):	
Over 50 GT up to 100 GT	£13.01
Over 100 GT up to 200 GT	£14.30
Over 200 GT up to 300 GT	£15.57
Over 300 GT up to 400 GT	£22.09
Over 400 GT up to 500 GT	£31.15
Over 500 GT up to 600 GT	£42.85
Over 600 GT	£58.42

Good Dues

General Cargoes

Price Band A (£ per unit)	
Aggregates (per tonne)	£1.58
Unprocessed Timber	£0.83
Animal Feed, Barley, Pulses, Wheat & Grain (per tonne)	£1.05
Price Band B (£ per unit)	
Tubulars (pipe work) & Grout (per tonne)	£1.25
Cement	£1.58
Fertiliser (including Basic Slag)	£1.58
Sawn Timber (per cubic metre)	£1.58
Price Band C (£ per unit)	
Profiles	£2.35
Scrap Metal	£2.39
Steel Sections (max 8 tonne per section)	£2.39
General Cargo	£3.11
Concrete Mats & Structures (per tonne)	£3.13
Crane Parts/Components (per tonne)	£3.72
Price Band D (£ per unit)	
All other Metal Fabrications (per tonne)	£5.03
Decommissioning related cargo (per tonne)	£7.67
Turbines, Compressors, Boilers & Pipework (per tonne)	£11.34
Automotive (New/Unregistered) per vehicle	£11.34
Fuels (£ per unit)	
Solid Fuels, Coal, coke, logs etc (per tonne)	£1.53
Petroleum Products (Fuel Oil, Diesel, Kersoine etc) (per tonne)	£2.44
Gas (per tonne)	£2.44
Closed Container Units (CCU's) (£ per unit)	
Closed Container Units of any size	£6.13

Passenger Dues	
Ferry (External)	
Adult	£1.94
Child (under the age of 12)	£0.98
Cruise	
Passenger	£3.50
Vehicles (Ferry - External)	
Private owned vehicles, motor homes, caravans, trailers, boats etc not in commercial use:	
Motor Vehicles under 5.5m	£10.09
Motor Vehicles 5.5m up to 7.5m	£11.69
Motor Vehicles 7.5m up to 10m	£20.58
Motor Vehicles over 10m plus £0.87 for each additional half metre	£36.16 minimum
Motor Cycle	£4.09
Motor Cycle with sidecar	£8.26
Pedal Cycle	£1.53
Commercially owned and operated vehicles, motor homes, trailers etc:	
Motor Vehicles under 7.5m	£12.98
Motor Vehicles 7.5m up to 10m	£25.91
Motor Vehicles 10m up to 12.5m	£41.16
Motor Vehicles over 12.5m plus £0.87 for each additional half metre	£56.22 minimum
Aquaculture, Fish, Shellfish and Livestock	
Aquaculture (per tonne)	
Fish/Salmon Food	£2.00
Fish, Shellfish and Crustacean (per tonne)	
Fish, Shellfish or Crustacean direct from Sea	£3.21
Fish, Shellfish or Crustacean harvested	£3.21
Smolts	£2.00
Processed Fish, Shellfish or Crustacean	£2.00

Livestock (per head)

Cattle	£0.97
Horses	£0.97
Sheep	£0.56
Other Livestock/animals	£0.56

Ship to Ship Cargo Transfers within Harbour Limits

Payable on the transshipment of all goods over 10 tonnes in weight or 10 Cubic Metres in volume between vessels, devices barges and all other craft within Harbour limits (Price per Cargo Tonne or Cubic Metre or part thereof):

Oil – All grades	£TBC
LNG (per cubic metre)	£0.48
Fish/Salmon	£1.21
Other goods	£2.40
Hazardous cargos such as Oil and Gas will be subject to a minimum charge of (inclusive of all fees and levies except Environmental Levy). This charge is based on Fuel prices as of December 2022, any fuel costs over this price will be subject to a fuel surcharge.	£TBC

Bunkering Operations

Payable on the transshipment of bunkers between vessels. (Price per Cargo Tonne or Cubic Metre or part thereof):

Oil – All grades	£2.44
LNG (per cubic metre)	£2.28

Offshore Wind Operations

Levies for Offshore Wind Operations:

Berth Fees		
Any vessel involved in Offshore Wind Activity utilising an OIC Pier	£/GT per day	£0.18
Wet Storage Fees		
Any vessels, devices and barges not in possession of an ITC69 utilising an OIC Pier	Per linear metre	£50.00
Any vessels, devices and barges not in possession of an ITC69 at Anchor	Per m2	£1.18
Goods Dues		
Wind Farm Components	£/tonne	£12.00
Anchors, Moorings, Chains	£/tonne	£3.00
Land Fees		
Lease of Land (utilised)	£/m2 per year	£35.00
Lease of Land (unutilised/long term storage)	£/m2 per year	£20.00

Port Administration

Levy towards the cost of statutory administration of all vessel movements:

All vessel arrivals (except pleasure craft)	£23.59
Visiting pleasure craft	£11.79

Levy towards the administration costs of assessing and completing the following Harbour Authority approvals:

Bunkering Vessel Approval (min 4 weeks prior notice)	£200.23
Bunkering Vessel Annual Renewal	£85.65
Diving Contractor Approval (min 2 weeks prior notice)	£200.23
Diving Contractor Annual Renewal	£85.65
Commercial Recreational Diving Operator Approval (min 2 weeks prior notice)	£200.23
Commercial Recreational Diving Contractor Annual Renewal	£85.65
Commercial Diving Deconfliction Approval (min 24 hours prior notice)	£11.12
Recreational Diving Deconfliction Approval – Private/Individual (min 2 weeks prior notice)	£27.81
Harbour Works Approval (min 4 weeks prior notice)	POA
Ship to Ship Transfer Approval (min 48 hours prior notice)	£60.07
Compound Charge Application Fee	£35.60
Short Notice Charge for late Approval requests (in addition to the relevant charge)	£57.84
Issue of Cargo Port of Origin Letter	£85.65
Outer Isles Cruise calls (vessels calling at locations outwith Orkney Mainland):	
Cruise call charge: Vessel < 5,000GT	£1,000.00
Cruise call charge: Vessel >5,000GT	£1,750.00

Harbour Craft Charges

When using a pilot boat for the purposes of shipping on or shipping off.

The below charges are based on Fuel prices as of December 2022, any fuel costs over this price will be subject to a fuel surcharge.

Hire of Pilot Launches (per hour or part thereof) (Minimum hire of 4 hours)	£493.57
Bareboat Charter (subject to terms and conditions):	
Vessel Hire (per 24 hours or part thereof)	£987.78
Fuel and Lubricants	Cost + 15%

Terms & Conditions for Vessels and Goods

Ships Dues, Layby and Period Charges

Vessels measured in accordance with the International Convention on Tonnage Measurement of Ships 1969 and the Merchant Shipping (Tonnage) Regulations 1997 (as amended) will be charged at the appropriate rate on entry.

Vessels not measured under the above, or which cannot produce either an International Tonnage Certificate or a Tonnage Certificate showing the excluded spaces from which a comparable measurement can be made under the 1969 Convention, will be measured, using length overall, breadth, moulded depth and the appropriate conversion factor. The result of this calculation, multiplied by two, will be the rate charged on entry.

Ship Dues charged on segregated ballast oil tankers, will be in accordance with Council Regulation (EC) No. 2978/94 of the European Commission, on presentation of an International Tonnage Certificate for the vessel showing the tonnage figure which results from the deduction of the tonnage measurement for the vessel's segregated ballast tanks.

Ship Dues, Layby and Period Charges are payable on entry and shall commence from the time at which the vessel enters the Harbour Limits.

If at any time, a particular Ship Due is found to be inapplicable, the appropriate Due will be substituted for it and the amount payable will be re-calculated and charged accordingly.

For any Craft with less than 15 GT will be subject to VAT.

Charges within Section 1 marked with * apply per visit of the vessel involved.

Multiple Ship to Ship Transfers will be charged on each individual cargo transfer.

Vessels operating to Scapa Flow Oil Port will be required to pay all additional charges as applicable if they are rejected by Flotta Terminal Operators as being in an unfit state to conduct cargo operations and required to put to sea and leave the harbour to rectify their condition.

No additional anchorage dues will be raised for any vessels which anchors within the Port Limits either prior to or post a chargeable operation, providing the overall stay, including the operation does not exceed 14 calendar days overall. Any additional time at anchor over and above the 14 calendar days will be charged at the appropriate anchorage rate for the vessel.

Recreational and pleasure craft using Orkney Marinas at Kirkwall, Stromness and Westray will be charged in accordance with the charging arrangements set and published on www.orkneymarinas.com. These charges incorporate the harbour dues paid to the Harbour Authority unless commercial.

Dinghies with oars or sails, canoes, paddle boards, jet skis and Personal Watercraft are exempt from all fees.

Compound Dues

Agreed by prior written application to the Harbour Master.

To be eligible for consideration for Compound Dues vessels, devices, barges and pleasure craft should be:

- locally owned by a commercial entity based in Orkney and operated from any OIC pier;
- or locally owned by a commercial entity based in Orkney engaged in trading and commercial operations within Harbour Water;
- or a privately owned by an Orkney resident and based, regularly moored, berthed or used within Harbour limits,
- or any other privately-owned craft based, regularly moored, berthed or used within Harbour limits.

Vessels applying for or wishing to renew compound charges must be in possession of and must produce written evidence to the Harbour Authority Building, Scapa, in advance of approval/renewal or payment:

- Ownership.

- Valid vessel insurance certificate (exempt if vessel is under 6 metres).
- Valid class certificate, where applicable.
- Third Party liability insurance to a minimum of £3,000,000.

In addition to this the owner of the craft must complete the annual declaration of the craft's anticipated use during the period.

Compound Dues are payable in advance, in full, for the year commencing on the 1st April from which this Port Tariff becomes effective, by the person who owns the vessel on that date. No apportionment or refund of this rate for periods of less than the calendar year is permitted and is non-transferable to another craft or owner.

Compound charges shall cease to be applicable to:

- Any vessel, except for a pleasure craft, which has not moved berth in excess of 28 days.
- Any pleasure craft which has not moved berth between 1 May and 31 October.
- Any vessel deemed unfit for sea by the Harbour Master.

Recreational and pleasure craft paying compound dues, who do not utilise or make use of any pier, quay or mooring owned, operated or provided by Orkney Island Council or Orkney Marinas will receive a 50% discount on receipt of proof of private mooring or berth. Any subsequent use of any pier, quay or mooring owned, operated or provided by Orkney Island Council or Orkney Marinas will result in payment of the full compound charge, irrespective of charge period remaining.

These charges are at the sole discretion of Marine Services and require prior approval prior to the vessel entering the Harbour Limits.

Goods Dues

Foodstuffs, Domestic Fuels and Manufactured Goods, imported or exported into or out of Orkney that require further trans-shipment to or from the Outer Isles will pay wharfage only at the point of trans-shipment.

Marine Services

Provision of the shipping on/off service is dependent on weather conditions and vessel availability.

Users of the shipping on/off service are responsible for ensuring that any person to be transported is capable of transferring between vessels. Marine Services reserves the right not to transport any person who is considered to be unfit to travel, but the full charge will still apply.

Embarkation and disembarkation must be agreed in advance.

The shipping on/off service is regulated by safety procedures and is under the control of the launch coxswain, whose instructions must be complied with at all times.

The maximum carrying capacity is governed by the load-line requirements of the launch.

All hand luggage and packages must be secure and properly packaged for transfer and no item exceeding 20 kg will be permitted.

Embarkation/disembarkation is subject to immediate turn-round at the vessel.

The Excess Time Charge will apply to the duration of any delay, whether occurring at the boarding/landing point or (except for normal operating requirements) caused at the vessel.

2. Pilotage

Pilotage Services

Pilotage Direction

In accordance with Section 7 of the Pilotage Act 1987 & The Orkney Pilotage Direction 1988 (as amended 2007, 2010 and 2016), the Orkney Harbour Authority, the Competent Harbour Authority, has directed that pilotage be compulsory throughout the Pilotage Area for:

1. All passenger vessels of 65m or greater length overall.
2. All other vessels of 80 metres or greater length overall.
3. All vessels under tow where the combined overall length of the towing vessel and the tow is over 65m length overall.
4. All vessels using Orkney Island Council tugs for berthing, unberthing or any other reason where tugs need to be operated under control of the vessel.
5. All vessels over 300 GT carrying persistent oils.

Provision of Service

The Provision of the Pilotage Service is subject to Pilotage Directions published by The Harbour Authority (or any notice that supersedes it).

Charges

Pilotage and associated charges are made pursuant to Section 10 of the Pilotage Act 1987 and are based on Gross Tonnage (GT) as shown on an ITC69 certificate in accordance with the attached Schedule of Charges.

Pilotage Exemption Certificates

Pilotage Exemption Certificates may be granted to appropriately qualified mariners by application, pursuant to Section 8 of the Pilotage Act 1987, as amended by the Marine Navigation Act 2013 & subsequent Pilotage Directions promulgated by Harbour Authority.

Liability

The provision of pilotage services is subject to availability and Marine Services accepts no liability for any delay, loss or damage, directly or indirectly arising out of, or caused or contributed to by an inability to supply or continue to supply such services or for any charges or expenses incurred in such circumstances.

Limitation of Liability in respect of Pilots is covered under Section 22 of the Pilotage Act 1987

Performance of Services

The charges and tariffs contained in Sections 1 to 5 hereof shall apply to all quotations, orders, agreements and contracts entered into by Marine Services for the performance or provision of Services at the Port unless otherwise expressly agreed in writing by the Harbour Master.

Pilotage Charges

Charges are the sole charges for the use of an Authorised Pilot for a vessel movement, inclusive of attendance. The below charges are based on Fuel prices as of December 2022, any fuel costs over this price will be subject to a fuel surcharge.

Pilotage per single vessel movement:

Vessels up to 4,000 GT	£574.13
For each 100 GT or part thereof in excess of 4,000 GT	£3.93
Pilotage per single tow movement:	

Length of tow up to 65m	£574.13
Length of tow 65m and over	£706.67
Pilotage Exemption Certificate Surcharge Charged as single vessel movement x 7.5% (water & pier)	
Pilotage Exemption Certificate Surcharge as single vessel movement x 5.5% (waters only)	
Cancellation Fee (less than 2 hours notice received)	£195.38
Detention Fees:	
First 30 minute period	£195.38
Each successive 30 minute period or part thereof	£260.27

Over Carriage

Pilots should embark and disembarked at the nominated Pilot Boarding Area. If due to unavoidable circumstances the Pilot is over carried, then the following will apply:

1. The Pilot must embark and disembarked at the earliest opportunity in the range of 500 nautical miles from Orkney. In addition to the normal pilotage charge a charge will be levied at the rate of £118 per hour or part thereof for the first 12 hours of Overcarry, any other hours in the 24 hour period will be charged at a standby rate of £70 per hour or part thereof, commencing from the time of the departure from the Pilotage District until repatriation to Orkney.
2. The vessel will also be required to reimburse all travel and subsistence expenses involved in repatriating the Pilot to Orkney.

Pilotage Exemption Certificates, Authorisations & Assessments

The following charges are applicable with regards to Pilotage Exemption Certificates for Orkney Pilotage Area (please note also content of Pilotage Directions).

Oral Examination	£303.26
Issue of New Certificate (including one main and one sub area)	£303.26
Issue of Replacement Certificate, Part 1 - areas	£190.94
Issue of Replace Certificate Part 2 - vessels	£190.94
Annual Renewal of Certificate	£303.26
Addition of Vessel Name to Part 2 (per submission)	£ 86.49
Change of Vessel Name	£ 47.17
Addition of Main Operating Area	£ 86.49
Addition of Harbour Sub Area	£ 86.49

North Sea Pilots

Boarding and landing of North Sea Pilots, subject to launch availability.

Per embarkation/disembarkation per pilot	£1,684.80
--	-----------

Terms & Conditions for Pilotage

A “vessel movement” means any of the following single acts of navigation:

- outside the compulsory area (i.e. to or from sea)
- within the compulsory area (i.e. to or from a berth, jetty, mooring or anchorage)

Charges for use of Orkney Island Council Marine Service Pilots includes the boarding and landing fee.

The Authority reserves the right to make a charge for any vessel movement by the holder of a valid Pilotage Exemption Certificate. This charge is currently set at 5.00% of the single vessel movement. Charge capped at 1000 acts per vessel into a single port.

A full Pilotage charge will be levied when a vessel subject to compulsory pilotage is moved without the use of an authorised Pilot or Pilotage Exemption Certificate holder.

Where a vessel movement is a tow involving two or more vessels, the charge for pilotage for a single vessel movement will be regulated by the overall distance between the extreme ends of the vessels concerned and by the draught of the deepest vessel.

At least two hours' notice is required for orders for Pilotage.

Detention Fees will apply to any occasion that a Pilot is kept on board a vessel over and above the period of time for a normal act of pilotage, currently assessed as 4 hours, whether or not actively engaged in pilotage duties during that extended period, unless otherwise agreed by the Harbour Master.

A Deck Officer (As defined in the Marine Navigation Act 2013) may obtain Pilotage Exemption Certificates from the Authority, as the Competent Harbour Authority, subject to certain conditions and requirements. All applicants must complete an oral examination. Pilotage Exemption Certificates are valid for a maximum of one year at a time and, subject to conditions, may also be renewed. Full details of the conditions, requirements and examination process for the grant of a Pilotage Exemption Certificate are obtainable from the Harbour Office.

Pilotage Exemption Certificates are split into 2 parts, Part One being the areas of validity and Part Two the vessels for which the certificate is valid. Part One is further subdivided into the main operating Area e.g. Scapa Flow, Kirkwall and the Sub Area detailing the individual port or quay e.g. Lyness, Stromness, Hatston Pier.

3. Towage

Towage Charges

These rates are chargeable per vessel and per Tug requested irrespective of Tug power and bollard pull. The below charges are based on Fuel prices as at December 2022, any fuel costs over this price will be subject to a fuel surcharge.

Scapa Flow, Stromness and Southern Isles:	
Assisting a vessel on or off a berth, pier, mooring or anchorage or Towage Escort Services (minimum 2 hours rate).	£2,200.00
thereafter per hour or any part thereof.	£950.00
Kirkwall and Northern Isles (per act, per tug):	
Assisting a vessel on or off a berth, pier, mooring or anchorage or Towage Escort Services (minimum 2 hours rate).	£2,200.00
thereafter per hour or any part thereof	£950.00
Transfer costs for Tug from Scapa to Kirkwall (one act)	£2,000.00

Charter Rates

The following rates apply to Tugs taken on charter, where the charter is within 10 miles of Orkney Harbour area limits. Rates are chargeable per vessel and per Tug requested irrespective of Tug power and bollard pull (per hour or any part thereof) at discretion of the Harbour Master:

Base to Base	POA
--------------	-----

The following rates apply to Tugs taken on charter, where the charter is out with Orkney. Rates are chargeable requested irrespective of Tug power and bollard pull (per 24 hour period or any part thereof):

First 24 hours	POA
Subsequent 24 hours or part thereof	POA
Fuel and Lubricants	Cost + 15%

Towage Administration

The following charges will be applied to all towage conducted with the Harbour Area, irrespective of Towage company utilised or by the discretion of the Harbour Master:

Towage Assessment Approval (min 2 weeks prior notice):	£200.00
--	---------

Terms & Conditions for Towage

Provision of the towage service is dependent on weather conditions and vessel availability.

Mobilisation and demobilisation charges are included in the fees unless otherwise specified.

Short notice will incur additional charges, refer to towage assessment approval.

4. Quay, Slipway and Laydown Charges

Quay Charges

Quay Sterilisation - When vehicles or equipment such as cranes are mobilised on the Port's quays or where the quay is sterilised or access is restricted for use by others, then a charge of £500 per 24-hour period or part thereof will be made.

Pier Laydown – Within designated areas only (Per Sq M per 24-hour period)	£0.27
---	-------

Slipway Charges

Use of slipways (Per Sq M per 24 hour period):

First 24 Hours	£0.10
Subsequent 24 hours or part thereof	£0.27

Laydown Area Charges

Hard standing and Type 1 Areas (Per Sq M per 24 hour period)	£0.19
Brownfield Sites (Per Sq M per 24 hour period)	£0.14
Garson, Stromness Lorry Parks (Per Sq M per 24 hour period)	
First 24 Hours	£0.27
Subsequent 24 hours or part thereof	£0.65
Marshalling Areas:	
Vehicles/Trailers for immediate embarkation (within 6 hours)	No Charge
Vehicles/Trailers not for immediate embarkation (per day or part thereof)	£122.36

Hire of Fencing Panels

Hire of Fencing Panels each per week or part thereof	£8.35
Hire of Pedestrian Fencing each per week or part thereof	£7.35

Parking Permit for Pier Areas (per vehicle, per year):

Private Vehicle	£68.97
Commercial Vehicle under 7m in length	£91.22
Commercial Vehicle over 7m in length	£166.86

Penalties

Where quay, pier, slipway, laydown and parking agreements are exceeded by individuals and companies the following penalty charges will apply:

Storage in excess of agreed areas (per Sq M per 24-hour period)	£22.25
Removal of vehicle, equipment, goods, chattles in breach of agreement or on abandonment.	Cost + 15%

Terms & Conditions for Quay, Slipway and Laydown Charges

The use of quays, slipways, piers, laydown areas, parking areas or any other similar area under the control of Orkney Islands Council Marine Services must be agreed by prior written application to the Harbour Master.

Applications should include:

- the period of requirement.
- the size of area required.
- the type, nature, sizes and dangerous substances and hazards of all equipment's, vehicles, goods, chattels and other items to be stored.

Where such storage or areas is required over a period of 12 calendar months those intending to use such areas, must complete an annual declaration of the anticipated use during the 12 month period.

Dues are payable, in full, prior to the start of the requested period unless the period exceeds 6 months when the dues will be payable one month in advance.

For dues where the period extends over a period greater than 12 months, dues are payable the year commencing on the 1st April from which the Harbour Dues becomes effective, by the person who owns said goods.

No apportionment or refund of this rate for periods of less than that agreed is permitted and is non-transferable to any other person or company.

Any equipment, vehicles, stores, gear or other items in pier laydown, must be stored in allocated areas.

No goods, stores, equipment, vehicles or any other items are to be stored or left unattended within 2m of an exposed pier or quay edge.

Marine Services reserves the right to remove and dispose of any goods, chattels, vehicles, equipment or any other items stored out with the boundaries of agreed storage areas.

Parking Area Charge – no guaranteed space and must be parked in a designated parking space.

Those paying compound harbour dues will get the first 24 hours free.

5. Sundry Charges

Waste Charges

Waste Charges, in accordance with Merchant Shipping & Fishing Vessels (Port Waste Reception Facilities) Regulations 2003 and Animal By-Products Regulation (EC) 1774/2002. These rates apply regardless of waste contractor appointed by the ship or agent.

Domestic Waste (excluding Category 1 Waste)

Waste Charge when no harbour dues payable	Cost + 15%
Over 2 Tonnes in weight (per tonne or part thereof)	£667.44
Supply of tonne bag	£6.39

Oil - The following charges apply in relation to the disposal of oils in the Harbour.

Hire of 1,000 litre portable tank (per fill)	£21.14
Hire of 2,000 litre bowser (per fill)	£34.48
With Operator (per hour)	£51.56
Testing and disposal (per CuM landed or part thereof)	
Quantities below 2000L	£229.15
Quantities above 2000L	Cost + 15%
SEPA Form	£61.18
Oil Disposal Administration Charge	£333.72

Category 1 Waste, Hazardous Waste & Other Waste

For details contact Marine Services.	Cost +15%
--------------------------------------	-----------

Port Security Charges

Security Charges in accordance with the International Ship and Port Facility Security Code (ISPS) where not included in the Orkney Mainland security charges.

Security Level 1: Sweep & patrol if requested	
First 6 Hours	£171.31
Each Subsequent 12 hour period or part thereof	£342.62
Security Level 1 : Cruise vessels where extending visit after hours & request security (First 12 hours and then per hour or part thereof)	£324.00
Security Level 2: Access Control/Security Guards	Cost +15%
Security Level 3: As directed by the security services	Cost +15%
Off Mainland security charges (where applicable): First 12 hours	£907.20
Each subsequent 6 hour period or part thereof	£162.00

To include cost for guards, fencing and set up.

Harbour Infrastructure Hire Charges

The use of port infrastructure is chargeable at the following rates:

Linkspans (per hour our part thereof)	£105.68
Hard Ramps (per hour or part thereof)	£47.83
Drying out areas:	
First 24 hours	£44.50
Per additional 24 period or part thereof	£87.88
Weigh bridges and machines:	
For goods (per tonne or part thereof)	£0.78
Vehicles for shipment or taxation (per tonne or part thereof)	£3.51
Marine Headquarters Conference Room (per 4 hours or part thereof):	
without conference/presentation facilities	£88.99
with conference/presentation facilities	£133.49

Utility Charges

The following utility service charges are applicable within the Harbour:

Water (per tonne or part thereof)	£3.24
Electricity (per unit)	£0.38

Port Data Services

The following data is available:

Meteorological Data (per calendar month per site)	£44.50
Tide Tables (Per Copy)	£5.00

Hire of Loadall/Forklift

Hire of Loadall/Forklift with Operator (per hour)	£51.56
---	--------

Terms & Conditions for Sundry Charges

Waste Charges

In accordance with the Port Waste Reception Facilities Regulations 2003, Marine Services provide waste reception facilities to meet the needs of ships normally using the harbour. In order to cover the costs of the provision of port waste reception facilities, Marine Services has a mandatory charge of 0.8% of Harbour Dues. This charge allows vessels to deliver waste in the form of garbage up to a weight of 2.0 tonne free of additional charge to the ship. Where garbage delivered is in excess of these quantities the additional volume or weight will be charged as prescribed in section 1.

“Category 1 Waste” means all domestic waste whose origin is not within the European Union, and, for a vessel whose last port of call was not in the European Union, all domestic waste on board will be treated as Category 1 Waste.

“Special Waste” means hazardous or dangerous waste as defined by the Special Waste Regulations 1996 (as amended).

“Other Waste” means all waste that is not Domestic Waste or Special Waste and includes waste oils, cargo-associated waste and cargo residues.

Vessels are required to give advance notification, via their agents, of all waste to be landed.

Vessels are only permitted to land waste that has been declared.

Domestic Waste, Category 1 Waste and Other Waste must each be declared separately.

Domestic Waste must be contained in double-wrapped plastic bags and all other waste must be adequately packaged or sorted for disposal.

Only Domestic Waste is to be deposited in the receptacles provided.

Category 1 Waste must be deposited in the special receptacles which will be provided as required.

Irrespective of quantity, any additional work required for organising waste will be charged for, and any waste which is not properly deposited in the appropriate receptacles will be charged for as Other Waste.

Waste Charges covers the same four day period (96 hours) as the Ship Dues. If Period Dues of Chapter 1 is applied, a further Domestic Waste Charge will also be applied for each subsequent four day period or part thereof.

Hire charges apply from departing the Harbour Authority Building, Scapa until return to the same location.

Port Security Charges

Under the ISPS Code, the berths operated by the Authority are subject to the Port Facility Security Plan for Orkney, as approved by the Department for Transport.

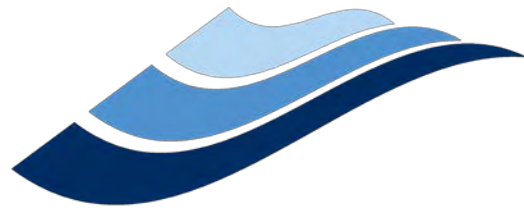
Under the ISPS Code, the Security Level for the Port is set at Security level one unless MSD (DfT) instruct otherwise.

The manned security services are in compliance with the specifications set by the Department for Transport.

Labour

“Normal Time” means 0800-1700 hours, Monday to Friday, “Overtime” all hours outside of this.

1653



ORKNEY ISLANDS COUNCIL
Harbour Authority

Enquiries to:

Marine Services and Transportation
Orkney Islands Council
Harbour Authority Building
Scapa
Orkney, KW15 1SD

Tel: +44 (0) 1856 873636

Email: harbours@orkney.gov.uk

Web: www.orkneyharbours.com



ORKNEY
ISLANDS COUNCIL