

# Minute

## Enterprise and Infrastructure Committee

Tuesday, 3 February 2026, 09:30.

Council Chamber, Council Offices, School Place, Kirkwall.



### Present

Councillors Kristopher D Leask, Mellissa-Louise Thomson, Graham A Bevan, Alexander G Cowie, P Lindsay Hall, Rachael A King, W Leslie Manson, Raymond S Peace, Gillian Skuse, Duncan A Tullock and Heather N Woodbridge.

Councillor James R Moar, who had been invited for Item 1.

### Present via remote link (Microsoft Teams)

Councillors David Dawson, Janette A Park, John A R Scott, Gwenda M Shearer, Jean E Stevenson and Ivan A Taylor, who had been invited for Item 1.

### Clerk

- Katy Russell-Duff, Committees Officer.

### In Attendance

- Gareth Waterson, Director of Enterprise and Resources.
- Gavin Barr, Head of Planning and Regulatory Services (for Item 1).
- Lorna Richardson, Head of Infrastructure Services.
- Stuart Allison, Service Manager (Enterprise) (for Items 5 to 11).
- Karen Bevilacqua, Service Manager (Legal Services).
- Laura Cromarty, Service Manager (Transportation) (for Items 1 to 5).
- Shonagh Merriman, Service Manager (Corporate Finance).
- Laura Hutton, Economic Development Manager (for Items 5 to 11).
- Derek Manson, Team Manager (Development Planning) (for Item 1).
- Matthew Wylie, Team Manager (Roads Support) (for Items 5 to 9).
- Simeon Grayson, Airfield Superintendent (for Items 1 to 5).
- Morag Robertson, Economic Development Officer (for Items 5 to 8).

### Observing

- Andrew Groundwater, Head of Human Resources and Organisational Development.
- Kenny MacPherson, Head of Property and Asset Management.

### Apology

- Councillor Stephen G Clackson who had been invited for Item 1.

## **Not Present**

- Councillor Owen Tierney.
- Councillor Steven B Heddle, who had been invited for Item 1.

## **Declarations of Interest**

- Councillor P Lindsay Hall – Items 3 and 4.
- Councillor Rachael A King – Items 6 and 10.
- Councillor Heather N Woodbridge – Items 3 and 4.

## **Chair**

- Councillor Kristopher D Leask.

## **1. Orkney Local Development Plan – Updated Evidence Report**

After consideration of a report by the Director of Infrastructure and Organisational Development, copies of which had been circulated, and after hearing a report from the Team Manager (Development Planning), the Committee:

Noted:

**1.1.** That the Evidence Report, attached as Appendix 1 to the report by the Director of Infrastructure and Organisational Development, supported setting a housing delivery target of 1,650 units for 10 years based on the high growth scenario of the Housing Needs and Demand Assessment.

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

**1.2.** That the Evidence Report for the Local Development Plan, attached as Appendix 1 to this Minute, be approved for submission to Scottish Ministers.

**1.3.** That powers be delegated to the Director of Infrastructure and Organisational Development, following consultation with the Chair and Vice Chair of the Enterprise and Infrastructure Committee, to make minor changes to the updated Evidence Report, if deemed necessary, in order to respond to any further feedback from the Scottish Government.

## **2. Exclusion of Public**

On the motion of Councillor Kristopher D Leask, seconded by Councillor Mellissa-Louise Thomson, the Committee resolved that the public be excluded for Item 3 as the business to be considered involved the 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.

### 3. Community Transport Services

Councillor P Lindsay Hall declared an interest in this item, his connection being that he was a member of Island of Hoy Development Trust which had been a recipient of funds from the Community Transport Small Grants Scheme, however, as the fund was not discussed, he did not leave the meeting.

Councillor Heather N Woodbridge declared an interest in this item, her connection being that she was a Director of North Ronaldsay Trust which had been a recipient of funds from the Community Transport Small Grants Scheme, however as the fund was not discussed, she did not leave the meeting.

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 paragraphs 4 and 6 of Part 1 of Schedule 7A of the Act.

After consideration of a report by the Director of Enterprise and Resources, 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:

Resolved to **recommend to the Council** what action should be taken with regard to Community Transport Services.

**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.**

### 4. Sustainable and Green Transport Fund

Councillor P Lindsay Hall declared an interest in this item, his connection being that he was a member of Island of Hoy Development Trust which had been a recipient of funds from the Community Transport Small Grants Scheme, however, as the fund was not discussed, he did not leave the meeting.

Councillor Heather N Woodbridge declared an interest in this item, in that she was a Director of North Ronaldsay Trust which had been a recipient of funds from the Community Transport Small Grants Scheme, and was not present during discussion of this item.

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

Resolved to **recommend to the Council** that the allocation of funding from the Sustainable and Green Transport Fund in respect of proposed projects during 2026/27, as set out in Appendix 2 to this Minute, be approved.

## **5. Civil Aviation Authority – Desktop Audit**

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

Noted the outcome of the desktop inspection carried out by the Civil Aviation Authority in August 2026, as outlined in Appendix 1 to the report by the Director of Enterprise and Resources.

## **6. Archaeological Investigations**

Councillor Rachael A King declared an interest in this item, in that a close family member had received funding, and was not present during discussion of this item.

After consideration of a report by the Director of Enterprise and Resources, copies of which had been circulated, and after hearing a report from the Economic Development Officer, the Committee:

Resolved, in terms of delegated powers:

**6.1.** That, subject to an adequate service revenue budget for 2026/27 being established, a sum of up to £40,000 be allocated within the Economic Development Grants budget in respect of archaeological investigations.

**6.2.** That, subject to the annual budget for Economic Development Grants for 2026/27 being confirmed, offers of grant, as detailed in Appendix 3 to this Minute, should be made in respect of archaeological investigations for the 2026 season.

## **7. Road Asset Replacement Programme**

After consideration of a report by the Director of Infrastructure and Organisational Development, copies of which had been circulated, and after hearing a report from the Head of Infrastructure Services, the Committee:

Resolved, in terms of delegated powers:

**7.1.** That the proposed Road Asset Replacement Programme for 2026/27, together with indicative programmes for 2027/28 and 2028/29, attached as Appendix 4 to this Minute, be approved.

**7.2.** That powers be delegated to the Director of Infrastructure and Organisational Development, in consultation with the Head of Finance, to adjust the Road Asset Replacement Programme referred to above, as variations arose.

## **8. 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:

**8.1.** The revenue financial summary statement in respect of service areas for which the Enterprise and Infrastructure Committee was responsible, for the period 1 April to 31 December 2025, attached as Annex 1 to the report by the Head of Finance, indicating a budget underspend position of £255,500.

**8.2.** The revenue financial service area statement in respect of service areas for which the Enterprise and Infrastructure Committee was responsible, for the period 1 April to 31 December 2025, attached as Annex 2 to the report by the Head of Finance.

**8.3.** 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 Head of Finance.

## **9. Road Asset Replacement 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:

**9.1.** The summary position of expenditure incurred as at 31 December 2025, against the approved Road Asset Replacement Programme for 2025/26, as detailed in section 1.4 of the report by the Head of Finance.

**9.2.** The detailed analysis of expenditure figures and programme updates in respect of the approved Road Asset Replacement Programme for 2025/26, attached as Appendix 1 to the report by the Head of Finance.

## **10. Economic Development Grants**

Councillor Rachael A King declared an interest in this item, her connection being that a close family member had received economic development grant funding, however, as the detail of Annex B was not discussed, she did not leave the meeting.

After consideration of a report by the Director of Enterprise and Resources, copies of which had been circulated, and after hearing a report from the Economic Development Manager, the Committee:

Noted:

**10.1.** Spending to 31 December 2025 in relation to Economic Development Grants totalling £241,133, of which £196,216 related to grant commitments made in previous financial years and £44,917 to current year commitments.

**10.2.** Grant approvals made in the period 1 April to 31 December 2025 totalling £228,540, including grants approved under delegated schemes for the same period which totalled £188,540, as detailed in Annex B to the report by the Director of Enterprise and Resources.

## **11. Harbour Authority Sub-committee**

After consideration of the draft Minute of the Meeting of the Harbour Authority Sub-committee held on 20 January 2026, copies of which had been circulated, the Committee:

Resolved:

**11.1.** On the motion of Councillor Kristopher D Leask, seconded by Councillor Mellissa-Louise Thomson, to approve the Minute of the Meeting of the Harbour Authority Sub-committee held on 20 January 2026 as a true record.

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

**11.2.** That the recommendations at paragraphs 2 and 3.2 of the Minute of the Meeting of the Harbour Authority Sub-committee held on 20 January 2026, attached as Appendix 5 to this Minute, be approved.

## **12. Conclusion of Meeting**

At 11:31 the Chair declared the meeting concluded.

Signed: Kristopher D Leask.

**Proposed funding for 2026/27**

<b>Project</b>	<b>Estimated Cost</b>
Uplift to Contract rate	£40,000
Part funding of community transport projects (small grants scheme)	£60,000
Continuation of South Ronaldsay and Airport Timetable Gap trial	£26,000
Continuation of existing established public bus services	£49,000
Contingency	£5,000
<b>Total</b>	<b>£180,000</b>

## Archaeology Fund – 2026 Season

### Applications approved under delegated powers

<b>Name.</b>	<b>Project.</b>	<b>Assistance Approved.</b>
Nick Card, Orkney Research Centre for Archaeology, UHI Archaeology Institute.	Ness of Brodgar: Geophysics Analysis	42.86% = £6,000.
Martin Carruthers, UHI Archaeology Institute.	The Cairns/Windwick Bay Archaeological Field Project.	27.45% = £14,000.
Professor Ingrid Mainland, UHI Archaeology Institute.	Landscapes of Change: Archaeologies of the Rousay Clearances and the Westness Estate.	25.46% = £7,916.
Professor Colin Richards, UHI Archaeology Institute.	Northern Exposure Project: Spurness (Site 73), Loth Road, Sanday.	17.46% = £4,850.
Hazel Moore, Go Westray Community Interest Company.	Discover Pierowall (Year 2).	28.51% = £5,089.
Dr Ben Elliot, UHI Archaeology Institute.	Stronsay Fieldwalking Survey.	28.99% = £2,145.

Neighbourhood Services Roads and Grounds		Roads Asset Replacement Programme				2026-27
Asset type	Allocated budget	Location	Budget cost	Cost code	Description	Notes
Footways and Kerbing		Slater Street, Kirkwall	£20,000.00		Lay new kerbs and surface	Defective kerbing and footway surface to be upgraded. Footway reconstruction associated with A961 Burray Haunch works. Associated with Streetlighting Cabling works.
		A961, Burray	£20,000.00		Lay new kerbs and footway reconstruction	
		Bellevue Park	£30,000.00		Lay new kerbs and surface	
<b>Associated Infrastructure</b>	<b>£70,000.00</b>		<b>£70,000.00</b>	<b>C25205001</b>		
Drainage		A965 near Atlantis Lodges, Finstown	£15,000.00		Upgrade existing drainage and outfall	Carry over from Atlantis Lodges work started in 2025/26. Culvert works, pipework upgrade and tideflex installation. Repair outfall. New pipes and headwalls.
		Lindisfarne, Westray	£25,000.00		Upgrade existing drainage and outfall	
		Bay of Greentoft, Eday	£60,000.00		Upgrade existing drainage and outfall	
<b>Drainage</b>	<b>£100,000.00</b>		<b>£100,000.00</b>	<b>C25207001</b>		
Street lighting system upgrade		Bellevue Park, Kirkwall	£24,000.00		Replace columns, cabling and control systems	Replace columns over 30yrs old and upgrade control/cabling. BP01 - BP04.
Column Replacement		Weyland bay footpath	£6,000.00		Replace columns only	2 columns (CA04 & 05) to be replaced in same location. Replace columns over 30yrs old. HV01 - HV05.
		Helliar View, Shapinsay	£15,000.00		Replace columns only	
		Kirkwall , Stromness, Westray and Longhope	£55,000.00	Replace columns only	Replace 18 obsolete Corus folding columns: B9047 Longhope LH05N - LH07N Pier Road Longhope PR01 - PR03 Coplands Lane, Kirkwall CO01 & CO02 Market Green, Stromness MG06 - MG08 Gill Pier GP01 Stromness School Path SA14 - SA16 Lane between Kirklands Road and Scapa Crescent SC15 & SC20	
<b>Street lights</b>	<b>£100,000.00</b>		<b>£100,000.00</b>	<b>C26101001</b>		
Bridges and structures		B9061 Mount Pleasant and Bay of Bomastay, Stronsay	£100,000.00		Gabions / Rock Armour	Protection against coastal erosion.
<b>Bridges and structures</b>	<b>£100,000.00</b>		<b>£100,000.00</b>	<b>C25202001</b>		
Surface Treatments		Germiston Road, Orphir	£45,000.00		Overlay Surfacing	Improvement of carriageway surface. Improvement of carriageway surface. Carry over from Atlantis Lodges work started in 2025/26. Improvement of carriageway surface. Improvement of carriageway surface. Improvement of carriageway surface. Investigation Works.
		A961 Highland Park	£25,000.00		Inlay Surfacing	
		A965 near Atlantis Lodges, Finstown	£30,000.00		Inlay Surfacing	
		Castle Street, Kirkwall	£80,000.00		Inlay Surfacing	
		B9056 North of Yesnaby Junction	£125,000.00		Inlay Surfacing	
		Back Road / Church Road, St Margaret's Hope	£125,000.00		Inlay Surfacing	
		Investigation works for 2027 Surfacing projects.	£10,000.00		Test Holes	
<b>Surface treatments</b>	<b>£440,000.00</b>		<b>£440,000.00</b>	<b>C25211001</b>		
Road Reconstruction		B9056 North of Yesnaby Junction	£15,000.00		Carriageway reconstruction	Carriageway strengthening and improvement associated with surfacing works Carriageway strengthening and improvement associated with surfacing works. Carriageway strengthening and improvement associated with surfacing works. Carriageway strengthening and improvement on failed section. Carriageway edge strengthening and improvement. Carry over from Atlantis Lodges work started in 2025/26. Carriageway edge strengthening and improvement. Carriageway edge strengthening and improvement.
		Germiston Road, Orphir	£15,000.00		Carriageway reconstruction	
		Church Road, St Margaret's Hope	£20,000.00		Carriageway reconstruction	
		A961, Burray Village - Leaburn to Polly Kettle	£125,000.00		Carriageway reconstruction	
		Old Scapa Road, Kirkwall	£130,000.00		Carriageway reconstruction	
		A965 near Atlantis Lodges, Finstown	£20,000.00		Haunch reconstruction	
		A966, Rendall	£175,000.00		Haunch reconstruction	
		B9055 Brodgar	£190,000.00		Haunch reconstruction	
<b>Reconstruction</b>	<b>£690,000.00</b>		<b>£690,000.00</b>	<b>C25213001</b>		
<b>Total</b>	<b>£1,500,000.00</b>		<b>£1,500,000.00</b>			

2349

Neighbourhood Services Roads and Grounds		Roads Asset Replacement Programme				2027-28
Asset type	Allocated budget	Location	Budget cost	Cost code	Description	Notes
Footways and Kerbing		Faravel, Stromness	£30,000.00		Lay new kerbs and surface	Defective kerbing and footway surface to be upgraded
		King Street, Kirkwall	£40,000.00		Lay new kerbs and surface	Defective kerbing and footway surface to be upgraded
<b>Associated Infrastructure</b>	<b>£70,000.00</b>		<b>£70,000.00</b>	<b>C25205001</b>		
Drainage		Orkney Various	£50,000.00		Upgrade existing drainage	Existing drainage systems upgraded. To be identified 2026
		Evie Telephone Exchange	£50,000.00		Upgrade existing drainage	New pipework and chamber
<b>Drainage</b>	<b>£100,000.00</b>		<b>£100,000.00</b>	<b>C25207001</b>		
Street lighting system upgrade		Garson Drive, Stromness	£30,000.00		Replace columns, cabling and control systems	Replace columns over 30yrs old and upgrade control/cabling. GD01 - GD05
		Faravel, Stromness	£30,000.00		Replace columns, cabling and control systems	Replace columns over 30yrs old and upgrade control/cabling. FA01, 02, 05, 07 & 08
Column Replacement		Otterswick Crescent, Kirkwall	£30,000.00		Replace columns only	Replace columns over 30yrs old. (OT01 - OT10)
		Berstane Road, Kirkwall	£10,000.00		Replace columns only	Replace columns over 30yrs old. BR38 -BR40
<b>Street lights</b>	<b>£100,000.00</b>		<b>£100,000.00</b>	<b>C26101001</b>		
Bridges and structures		Isгарth, Sanday	£100,000.00		Gabions / Rock Armour	Protection against coastal erosion.
<b>Bridges and structures</b>	<b>£100,000.00</b>		<b>£100,000.00</b>	<b>C25202001</b>		
Surface Treatments		Various locations	£280,000.00		Inlay Surfacing	Improvement of carriageway surface. To be identified in 2026
		A967 Near Voy junction	£90,000.00		Inlay Surfacing	Improvement of carriageway surface
		Investigation works for 2028 Surfacing projects.	£10,000.00		Test Holes	Investigation Works
<b>Surface treatments</b>	<b>£380,000.00</b>		<b>£380,000.00</b>	<b>C25211001</b>		
Road Reconstruction		A961 Echna Loch to BT Exchange	£150,000.00		Haunch reconstruction	Carriageway edge strengthening and improvement.
		B9055 Brodgar	£150,000.00		Haunch reconstruction	Carriageway edge strengthening and improvement.
		A961 South Ronaldsay Barrier 4 to South Cara	£110,000.00		Haunch reconstruction	Carriageway edge strengthening and improvement
		A964 Orphir village to Gyre Road	£200,000.00		Haunch reconstruction	Carriageway edge strengthening and improvement
		A964 Foveran to Chingliebraes	£140,000.00		Haunch reconstruction	Carriageway edge strengthening and improvement
<b>Reconstruction</b>	<b>£750,000.00</b>		<b>£750,000.00</b>	<b>C25213001</b>		
<b>Total</b>	<b>£1,500,000.00</b>		<b>£1,500,000.00</b>			

Neighbourhood Services Roads and Grounds		Roads Asset Replacement Programme				2028-29
Asset type	Allocated budget	Location	Budget cost	Cost code	Description	Notes
Footways and Kerbing		White Street, Kirkwall Glaitness Park, Kirkwall	£25,000.00 £25,000.00		Lay new kerbs and surface Lay new kerbs and surface	Defective kerbing and footway surface to be upgraded Associated with Streetlighting Cabling works.
Associated Infrastructure	£50,000.00		£50,000.00	C25205001		
Drainage		Orkney Various	£100,000.00		Upgrade existing drainage	Existing drainage systems upgraded. To be identified. In 2027.
Drainage	£100,000.00		£100,000.00	C25207001		
Street lighting system upgrade		Glaitness Park, Kirkwall	£48,000.00		Replace columns, cabling and control systems	Replace columns over 30yrs old and upgrade control/cabling. GP01 - GP08
Column Replacement		A961, St Margaret's Hope Grainshore Road, St.Ola	£15,000.00 £17,000.00		Replace columns only Replace columns only	Replace columns over 30yrs old. (AA06 - AA10) Replace columns over 30yrs old. GR04 - 09
Street lights	£80,000.00		£80,000.00	C26101001		
Bridges and structures		Retaining Walls, Sea Walls, Coastal Defences	£100,000.00		Various repairs	To be identified in 2027.
Bridges and structures	£100,000.00		£100,000.00	C25202001		
Surface Treatments		Various locations Investigation works for 2029 Surfacing projects.	£190,000.00 £10,000.00		Inlay Surfacing Test Holes	Improvement of carriageway surface Investigation Works
Surface treatments	£200,000.00		£200,000.00	C25211001		
Road Reconstruction		Various locations A965 near Quanterness Farm	£320,000.00 £100,000.00		Haunch reconstruction and associated drainage works Haunch reconstruction	Carriageway edge strengthening and improvement Carriageway edge strengthening and improvement
Reconstruction	£420,000.00		£420,000.00	C25213001		
<b>Total</b>	<b>£950,000.00</b>		<b>£950,000.00</b>			

## **Minute**

### **Harbour Authority Sub-committee**

Tuesday, 20 January 2026, 09:30.

Council Chamber, Council Offices, School Place, Kirkwall.



### **Present**

Councillors Kristopher D Leask, P Lindsay Hall, Ivan A Taylor, Duncan A Tullock and Heather N Woodbridge.

### **Present via remote link (Microsoft Teams)**

Councillors Graham A Bevan and Mellissa-Louise Thomson.

### **Clerk**

- Katy Russell-Duff, Committees Officer.

### **In Attendance**

- Gareth Waterson, Director of Enterprise and Resources.
- Douglas Manson, Interim Harbour Master.
- Karen Bevilacqua, Service Manager (Legal Services).
- Bradley Drummond, Deputy Harbour Master (Piers and Infrastructure).
- Shonagh Merriman, Service Manager (Corporate Finance).
- David Sawkins, Deputy Harbour Master (Strategy and Support).

### **Declarations of Interest**

- Councillor Graham A Bevan – Item 2.
- Councillor Mellissa-Louise Thomson – Item 2.

### **Chair**

- Councillor Kristopher D Leask.

## **1. Exclusion of Public**

On the motion of Councillor Kristopher D Leask, seconded by Councillor Heather N Woodbridge, the Sub-committee resolved that the public be excluded for Item 2, 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.

## 2. Proposed Harbour Charges

Councillor Graham A Bevan declared an interest in this item, his connection being that a close family member was involved in the fishing business, and therefore liable to incur harbour charges, however as the specific charges were not discussed, he did not leave the meeting.

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, however as the specific charges were not discussed, she did not leave the meeting.

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 Director of Enterprise and Resources, copies of which had been circulated, and after hearing a report from the Deputy Harbour Master (Piers and Infrastructure), 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 2026.

## 3. Port and Marine Facilities Safety Code – Annual Compliance Audit Report

After consideration of a report by the Director of Enterprise and Resources, copies of which had been circulated, and after hearing a report from the Interim Harbour Master, the Sub-committee:

Scrutinised:

**3.1.** The Port and Marine Facilities Safety Code annual audit of compliance, which took place between 29 September and 1 October 2025, attached as Appendix 1 to the report by the Director of Enterprise and Resources, and obtained assurance.

The Sub-committee resolved to **recommend to the Council**:

**3.2.** That an action tracker be regularly shared with the Designated Person to monitor progress and allow continued assurance of compliance to be given to the Duty Holder.

## 4. Harbour Authority – Annual Performance Report

After consideration of a report by the Director of Enterprise and Resources, copies of which had been circulated, the Sub-committee:

Scrutinised the Annual Performance Report in respect of the Harbour Authority for the operating period 1 April 2024 to 31 March 2025, attached as Appendix 1 to the report by the Director of Enterprise and Resources, and obtained assurance.

## **5. 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:

**5.1.** The revenue financial statement in respect of the Scapa Flow Oil Port and Miscellaneous Piers and Harbours for the period 1 April to 31 December 2025, attached as Annex 1 to the report by the Head of Finance, indicating a budget surplus position of £1,084,500.

**5.2.** The revenue financial detail by service area statements in respect of the Scapa Flow Oil Port and Miscellaneous Piers and Harbours for the period 1 April to 31 December 2025, attached as Annex 2 to the report by the Head of Finance.

**5.3.** 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.

## **6. 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:

**6.1.** The summary position of expenditure incurred as at 31 December 2025, against the approved Miscellaneous Piers and Harbours revenue maintenance programme for 2025/26, as detailed in section 1.4 of the report by the Head of Finance.

**6.2.** The detailed analysis of expenditure figures and programme updates in respect of the approved Miscellaneous Piers and Harbours revenue maintenance programme for 2025/26, attached as Appendix 1 to the report by the Head of Finance.

## **7. 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:

**7.1.** The summary position of expenditure incurred as at 31 December 2025, against the approved Miscellaneous Piers and Harbours and Scapa Flow Oil Port minor capital improvement programmes for 2025/26, as detailed in section 1.4 of the report by the Head of Finance.

**7.2.** The detailed analysis of expenditure figures and programme updates in respect of the approved Miscellaneous Piers and Harbours and Scapa Flow Oil Port minor capital improvement programmes for 2025/26, attached as Appendix 1 to the report by the Head of Finance.

## **8. Conclusion of Meeting**

At 10:26 the Chair declared the meeting concluded.

Signed: Kristopher D Leask.



# SCHEDULE OF CHARGES

01 April 2026

# Orkney Harbour Authority Area





## Schedule of Charges as from 1 April 2026

### Contents

Notes: .....	1
1. Vessels and Goods .....	2
Ship Dues.....	2
Charges For Fishing Vessels .....	2
OTHER VESSEL CHARGES.....	4
Environmental Levy .....	4
Compound Charges .....	4
Good Dues .....	5
Ship to Ship Cargo Transfers within Harbour Limits .....	6
Offshore Wind Operations.....	7
Cruise Sundry Charges.....	7
Port Administration.....	8
Harbour Craft Charges.....	8
2. Pilotage .....	9
Pilotage Services.....	9
Pilotage Charges .....	10
Over Carriage.....	10
Pilotage Exemption Certificates.....	10
North Sea Pilots.....	11
Terms & Conditions for Pilotage.....	11
3. Towing .....	12
Towing Charges.....	12
Charter Rates.....	12

Towage Approval .....	12
Terms & Conditions for Towage .....	13
<b>4. Quay, Slipway and Laydown Charges .....</b>	<b>14</b>
Laydown Charges.....	14
Slipway Charges.....	14
Marshalling Areas and Parking Permits .....	14
Penalties.....	14
<b>5. Sundry Charges .....</b>	<b>15</b>
Waste Charges .....	15
Port Security Charges.....	15
Harbour Infrastructure Hire Charges .....	16
Utility Charges .....	16
Port Data Services.....	16
Hire of Loadall/Forklift .....	16

## Notes:

Ship tonnage measurements must comply with the International Tonnage Convention 1969 (ITC69). Where a vessel cannot supply a Tonnage Certificate then a provisional Gross Tonnage (GT) will be calculated in line with the DIT formula.

In this Schedule of Charges a “day” means any 24 hour period and includes any part thereof.

Any goods deposited on Harbour Authority property are stored entirely at owner’s risk.

His 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.

# 1. Vessels and Goods

## Ship Dues

These rates are chargeable upon entry to our jurisdiction and cover the vessel for a 24 hour period in port or time of stay in port to cover operations (Subject to Confirmation of Classification).

All vessels below are subject to a Minimum Charge of £100.00 per vessel.

## VESSELS, BARGES AND DEVICES UTILISING AN OIC PIER

The following will be charged for any vessel using Orkney Islands Council Piers per arrival (£ per GT):

<b>Vessels using port for purposes other than those below</b>	<b>£0.73</b>
All vessels engaged operating a regular daily or weekly service between the Orkney Islands	£0.49
Cruise liners and vessels engaged in commercial tourism, including commercial dive vessels	£0.43
Vessels engaged in the provisions of service and supply of materials for and to vessels at anchor or within the harbour limits	£0.57
Passenger Launches/Workboats servicing the Flotta Oil Terminal	£0.48
Tankers proceeding to Flotta Oil Terminal	£7.68
All vessels engaged operating a regular daily or weekly service between the Scottish Mainland and Orkney per scheduled trip	£0.16
Vessels classed as Superyachts that are greater than 25m LOA	£0.43
<b>Charges For Fishing Vessels</b>	
Up to 50 GT	£40.60
Over 50 GT up to 100 GT	£55.84
Over 100 GT up to 200 GT	£69.78
Over 200 GT up to 300 GT	£82.47
Over 300 GT With £1.15 every GT or part thereof over 300 GT	£95.60 minimum
Vessels, devices and barges not in possession of ITC69 certificate:	
Under 40m in length	£2.65 per m
40m and over in length	£4.82 per m

## VESSELS ENTERING THE HARBOUR AREA BUT NOT UTILISING AT AN OIC PIER

Vessels of all types, whether with cargoes or passengers or in ballast entering the harbour area for any purpose but who do not enter any dock, or utilise any pier shall be charged as follows (£ per GT):

<b>All vessels except for pleasure craft</b>	<b>£0.30</b>
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### Vessels Entering the Harbour Area and Utilising an Anchorage or Mooring Point

The following charge is for vessels utilising an agreed anchorage or mooring point within an Orkney Islands Council harbour area for the purposes outside of the above charge.

#### Short Term (£ per GT)

First 6 hours	£0.085
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Every additional 24 hours or part thereof	£0.075
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#### Long Term (£ per GT per vessel per 24 hour period or part thereof)

Vessel up to 10,000 GT	£0.01
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Vessels over 10,000 up to 50,000 GT	£0.008
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Vessels over 50,000 up to 100,000 GT	£0.007
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Vessels over 100,000 GT	£0.006
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#### 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	£1.59
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40m and over in length	£3.18
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Long Term (price per m per 24 hour period or part thereof)

Under 40m in length	£1.26
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40m and over in length	£2.03
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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.

## OTHER VESSEL CHARGES

### Environmental Levy

Every vessel entering or leaving Harbour Authority areas is liable for the Environmental Levy as set out below:

Per GT of the vessel per Voyage per entry into the harbour area:

Vessels carrying Hydrocarbons Cargo as cargo (minimum charge)	£923.90
Vessels carrying Hydrocarbons Cargo as cargo	£0.04
All Other Vessels	£0.02
Vessels powered by LNG and classified as such	£0.01
Vessels certified carbon free	No charge
Vessels not in possession of an ITC 69 Certificate	£50.00

### Compound Charges

By agreement with Harbour Master's office locally owned commercial vessels based at any Orkney Islands Council pier and engaged in trading operations within harbour areas may be allowed compounded arrangements as per below table.

Under 10m	£209.36
10m and over but under 12m	£329.90
12m and over but under 15m	£469.47
15m and over but under 18m	£748.61
18m and over but under 21m	£938.93
21m and over but under 24m	£1,408.39
24m and over but under 27m	£1,776.36
27m and over but under 30m	£2,137.97
Over 30m minimum £2,137.97 plus £62.21 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	£14.84
Over 100 GT up to 200 GT	£16.31
Over 200 GT up to 300 GT	£17.76
Over 300 GT up to 400 GT	£25.20
Over 400 GT up to 500 GT	£35.53
Over 500 GT up to 600 GT	£48.88
Over 600 GT	£66.63

A seasonal compound fee, payable in advance, will be charged for each locally owned and based pleasure craft, regularly moored or berthed within the defined harbour limits for the season 1 May to 31 October.

## Good Dues

### General Cargoes (£ per unit)

Aggregates (per tonne)	£1.80
Fertiliser	£1.80
Sawn Timber (per cubic metre)	£1.80
General Cargo	£3.55
All other Metal Fabrications (per tonne)	£5.73

### Aquaculture, Fish, Shellfish

Charges made whether over an Orkney Islands Council pier or transshipped in Harbour Authority limits.

#### Aquaculture (per tonne)

Fish/Salmon Food	£2.28
Farmed fish	£15.60

#### Fish, Shellfish and Crustacean (per tonne)

Fish, Shellfish or Crustacean direct from Sea	£3.67
Fish, Shellfish or Crustacean harvested	£3.67
Smolts	£2.28
Processed Fish, Shellfish or Crustacean	£2.28

### Passenger Dues

For all ferries utilising an Orkney Islands Council pier

Adult	£2.22
Child (under the age of 16)	£1.12
Except ferries on the South, Inner and Inter isles routes:	
Adult	£1.20
Child (under the age of 16)	£0.60

### Vehicles For all ferries utilising an Orkney Islands Council Pier

Private owned vehicles, motor homes, caravans, trailers, boats etc not in commercial use:

Motor Vehicles under 5.5m	£11.51
Motor Vehicles 5.5m up to 7.5m	£13.33
Motor Vehicles 7.5m up to 10m	£23.47
Motor Vehicles over 10m plus £0.93 for each additional half metre	£41.25 minimum
Motor Cycle	£4.67
Motor Cycle with sidecar	£9.42
Pedal Cycle	£1.75

Commercially owned and operated vehicles, motor homes, trailers etc:

Motor Vehicles under 7.5m	£14.81
Motor Vehicles 7.5m up to 10m	£29.55
Motor Vehicles 10m up to 12.5m	£46.95
Motor Vehicles over 12.5m plus £0.93 for each additional half metre	£64.13 minimum

### Livestock

Cattle	£1.11
Horses	£1.11
Sheep	£0.64
Other livestock / animals	£0.64

### 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) and LPG	£0.54
LNG / Ammonia (per cubic metre)	£0.54
Fish/Salmon	£1.37
Other goods	£2.74
Hazardous cargos such as Oil and Gas will be subject to a minimum charge of (inclusive of all fees and levies except Environmental Levy).	£49,871

This composite charge does not include the mobilisation / demobilisation of fenders from shore.

## Bunkering Operations or Similar

Vessels calling for bunkering operations only will be charged at full rates except for bunker barge which will be liable for either the harbour dues or bunkering charge (whichever is higher)

Cargo transferred:	
Oil – All grades (per tonne)	£2.79
LNG (per cubic metre)	£2.59

## Offshore Wind Operations

Levies for Offshore Wind Operations (in addition to charges in other sections):

<b>Berth Fees</b>		
Chargeable at selected piers for handling of Offshore Wind components	£/GT per day	£0.20
<b>Wet Storage Fees</b>		
Any vessels, devices and barges not in possession of an ITC69 at Anchor	POA	
<b>Land Fees</b>		
Lease of Land	£/m2 per week	£2.00
Lease of Land	£/m2 per week	£1.50

## Cruise Sundry Charges

Levies for Cruise Vessel Operations (in addition to charges in other sections):

<b>Outer Isles Cruise Calls (Vessels calling at locations outwith Orkney Mainland and Lyness)</b>	
Cruise call charge: Vessel < 5,000GT	£1,000
Cruise call charge: Vessel > 5,000GT	£2,000
<b>Security</b>	
Cruise vessels extending visit outside normal cruise working hours (First 12 hours)	£600.00
Per hour thereafter	£60.00
<b>Cruise Passenger Dues</b>	
Per passenger	£5.20
<b>Cruise Environmental Levy</b>	
All cruise vessels calling at Orkney berth or anchorage (per GT)	£0.02
All cruise vessels reporting data to Environmental Port Index will be charged £0.015 per GT	

## Port Administration

Per vessel movement	£50.00
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Charges for administration of assessing and completing the following Harbour Authority approvals:

Bunkering Vessel Approval (min 4 weeks prior notice)	£228.39
Bunkering Vessel Annual Renewal	£97.70
Diving approvals, renewals for both commercial and recreational	POA
Harbour Works Approval (min 4 weeks prior notice)	POA
Compound Charge Late Application Fee	£60.00

## Harbour Craft Charges

**The following rates will be applicable when the launches are not engaged in pilotage duties**

The below charges are based on fuel prices as of October 2023 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)	£550.00
Bareboat Charter (subject to terms and conditions):	
Vessel Hire (per 24 hours or part thereof)	£1,130.00
Fuel and Lubricants	Cost + 15%

## 2. Pilotage

### Pilotage Services

#### Pilotage Direction

In accordance with Section 7 of the Pilotage Act 1987 and 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 or the combined length of the tug and tow is over 65m.
4. All vessels using Orkney Islands 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 or pollutants in bulk.

#### 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 and subsequent Pilotage Directions promulgated by the 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

## 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 October 2023, any fuel costs over this price will be subject to a fuel surcharge.

Pilotage per single vessel movement:

Vessels up to 4,000 GT	£654.87
For each 100 GT or part thereof in excess of 4,000 GT	£4.49
Pilotage per single tow movement:	
Length of tow up to 65m	£654.87
Length of tow 65m and over	£806.04
Pilotage Exemption Certificate Surcharge Charged as single vessel movement	
Cancellation Fee (less than 2 hours notice received)	
	£222.86
Detention Fees:	
Each 30 minute period or part thereof	£300.00

## 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:

The Pilot must embark or disembark at the earliest opportunity. A charge of £135 per hour or part thereof for the first 12 hours will be levied then the remaining hours in the 24 hour period will be charged at a standby rate of £78 per hour or part thereof, commencing from the time of the departure from the Pilotage District until repatriation to Orkney.

The vessel will also be required to reimburse all travel and subsistence expenses involved in repatriating the Pilot to Orkney.

## Pilotage Exemption Certificates

The following charges are applicable with regards to Pilotage Exemption Certificates for Orkney Pilotage Area

Oral Examination	£345.90
Issue of New Certificate (including one main and one sub area)	£345.90
Issue of Replacement Certificate, Part 1 - areas	£217.80
Issue of Replacement Certificate Part 2 - vessels	£217.80
Annual Renewal of Certificate	£345.90
Addition of Vessel Name to Part 2 (per submission)	£ 98.64
Change of Vessel Name	£ 53.81
Addition of Main Operating Area or Harbour Sub Area	£ 98.64

## North Sea Pilots

Boarding and landing of North Sea Pilots	
Per embarkation/disembarkation per pilot	£1,925.00

## 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 Islands 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 of October 2023, any fuel costs over this price will be subject to a fuel surcharge.

Scapa Flow, Stromness and South Isles:	
Assisting a vessel on or off a berth, pier, mooring or anchorage or Towage Escort Services (initial 2 hours rate).	£3,120.00
thereafter per hour or any part thereof.	£1,560.00
Kirkwall and North Isles	
Assisting a vessel on or off a berth, pier, mooring or anchorage or Towage Escort Services (initial 2 hours rate).	£3,120.00
thereafter per hour or any part thereof	£1,560.00
Transfer costs per Tug between Scapa to Kirkwall (one act)	£2,600.00

### 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:

Operating Base to Base (as defined)	POA
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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	£16,650.00
Subsequent 24 hours or part thereof	£8,320.00
Fuel and Lubricants	Cost + 15%

### Towage Approval

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):	£228.12
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## Terms and 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

### Laydown Charges

Payable for any goods stored on Orkney Islands Council piers with permission of Harbour Master's office.

Laydown – Within 25m of quay edge (Per Sq M per 24-hour period)	£0.31
Short-term laydown on undeveloped sites (Per Sq M per 24-hour period)	£0.16

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.

### Slipway Charges

Hatston Slipway	
First 24 Hours	FOC
Subsequent 24 hours or part thereof per Sq M	£0.30
Drying Out Area First 24 Hours	FOC
Subsequent 24 hours or part thereof	£100.00

### Marshalling Areas and Parking Permits

Marshalling Areas:	
Vehicles/Trailers for immediate embarkation (within 6 hours)	No Charge
Vehicles/Trailers not for immediate embarkation (per day or part thereof)	£130.43

Parking Permit for Pier Areas (per vehicle, per year):	
Private Vehicle	£78.68
Commercial Vehicle under 7m in length	£104.00
Commercial Vehicle over 7m in length	£190.32

### 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)	£24.76
Removal of vehicle, equipment, goods, chattles in breach of agreement or on abandonment.	Cost + 15%

## 5. Sundry Charges

### Waste Charges

Waste Charges, in accordance with Merchant Shipping and 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)

First 2 tonnes in weight	FOC
Over 2 Tonnes in weight (per tonne or part thereof)	£775.00
Waste Charge when no harbour dues payable	Cost + 15%
Supply of tonne bag	£15.00

**Oil – Charges in relation for the disposal of oil in the harbour will be provided on application**

#### Category 1 Waste, Hazardous Waste & Other Waste

For details contact Marine Services.	Cost +15%
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### Port Security Charges

Security Charges in accordance with the International Ship and Port Facility Security Code (ISPS)

Security Level 1:	
First 6 hours	£200.00
Each subsequent 12 hour period or part thereof	£500.00
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	£1,000.00
Each subsequent 6 hour period or part thereof	£200.00

## Harbour Infrastructure Hire Charges

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

Linkspans (per hour or part thereof)	£500.00
Hard Ramps (per hour or part thereof)	£54.56
Drying out areas:	
First 24 hours	£50.76
Per additional 24 period or part thereof	£100.00
Weigh bridges and machines:	
For goods (per tonne or part thereof)	£0.88
Vehicles for shipment or taxation (per tonne or part thereof)	£4.00

## Utility Charges

The following utility service charges are applicable within the harbour:

Water (per tonne or part thereof)	£3.73
Electricity (per unit)	£0.49
Shore to Ship Power connections	POA

## Port Data Services

The following data is available:

Meteorological Data (per calendar month per site)	£50.76
Tide Tables (Per Copy)	£10.00

## Hire of Loadall/Forklift

Hire of Loadall / Forklift with Operator (per hour – minimum 4 hours)	£150.00
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2376



ORKNEY ISLANDS COUNCIL  
**Harbour Authority**

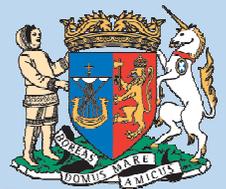
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