



# SCHEDULE OF CHARGES

As of  
01 April 2022

# Orkney Harbour Authority Area





## Schedule of Charges as from 1 April 2022

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## 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](mailto: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](mailto:salesinvoices@orkney.gov.uk)

# 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 £32 per vessel and £23 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	£0.59
Tankers proceeding to Flotta Oil Terminal	£2.92
All vessels engaged operating a regular daily or weekly service between the Scottish Mainland and Orkney*	£0.39
All vessels engaged operating a regular daily or weekly service between the Orkney Islands*	£0.39
Cruise liners and vessels engaged in commercial tourism, including commercial dive vessels*	£0.34
Vessels engaged in the provisions of service and supply of materials for and to vessels at anchor or within the Harbour limits	£0.46
Passenger launches/ Workboats servicing the Flotta Oil Terminal	£0.39
Tugs & Offshore Support Vessels (including those with walk to work technology)	£0.59
Barges & Self-Propelled Jack-up Vessels	£0.59

### Fishing Vessels & Training Vessels (including tall ships):

Up to 50 GT	£32.96
Over 50 GT up to 100 GT	£45.32
Over 100 GT up to 200 GT	£56.65
Over 200 GT up to 300 GT	£66.95
Over 300 GT	£77.25
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	£2.16 per m
40m and over in length	£3.91 per m

### Recreational and Pleasure Craft (£ per vessel):

Up to 10m in length	£23.69
10m in length and over	£23.69
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	£0.24
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## 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	£0.06
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Every additional 24 hours or part thereof	£0.05
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### Long Term (£ per GT per vessel per 24 hour period or part thereof)

Vessel up to 10,000 GT	£0.007
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Vessels over 10,000 up to 50,000 GT	£0.006
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Vessels over 50,000 up to 100,000 GT	£0.005
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Vessels over 100,000 GT	£0.004
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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	£1.29
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40m and over in length	£2.58
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Long Term (price per m per 24 hour period or part thereof)

Under 40m in length	£1.02
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40m and over in length	£1.65
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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.

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 £0.20 per voyage):

Vessels carrying Hydrocarbons Cargo as cargo (minimum charge)	£750.00
Vessels carrying Hydrocarbons Cargo as cargo	£0.02
All Other Vessels	£0.008
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	£169.95
10m and over but under 12m	£267.80
12m and over but under 15m	£381.10
15m and over but under 18m	£607.70
18m and over but under 21m	£762.20
21m and over but under 24m	£1,143.30
24m and over but under 27m	£1,442.00
27m and over but under 30m	£1,735.55
Over 30m minimum £1685.00 plus £50.50 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	£12.05
Over 100 GT up to 200 GT	£13.24
Over 200 GT up to 300 GT	£14.42
Over 300 GT up to 400 GT	£20.45
Over 400 GT up to 500 GT	£28.84
Over 500 GT up to 600 GT	£39.68
Over 600 GT	£54.09

## Good Dues

### General Cargoes

<b>Price Band A (£ per unit)</b>	
Aggregates (per tonne)	£1.46
Unprocessed Timber	£0.77
Animal Feed, Barley, Pulses, Wheat & Grain (per tonne)	£0.97
<b>Price Band B (£ per unit)</b>	
Tubulars (pipe work) & Grout (per tonne)	£1.16
Cement	£1.46
Fertiliser (including Basic Slag)	£1.46
Sawn Timber (per cubic metre)	£1.46
<b>Price Band C (£ per unit)</b>	
Profiles	£2.18
Scrap Metal	£2.21
Steel Sections (max 8 tonne per section)	£2.21
General Cargo	£2.88
Concrete Mats & Structures (per tonne)	£2.90
Crane Parts/Components (per tonne)	£3.44
<b>Price Band D (£ per unit)</b>	
All other Metal Fabrications (per tonne)	£4.66
Decommissioning related cargo (per tonne)	£7.10
Turbines, Compressors, Boilers & Pipework (per tonne)	£10.50
Automotive (New/Unregistered) per vehicle	£10.50
<b>Fuels (£ per unit)</b>	
Solid Fuels, Coal, coke, logs etc (per tonne)	£1.42
Petroleum Products (Fuel Oil, Diesel, Kersoine etc) (per tonne)	£2.26
Gas (per tonne)	£2.26
<b>Closed Container Units (CCU's) (£ per unit)</b>	
Closed Container Units of any size	£5.68

## Passenger Dues

### Ferry (External)

Adult	£1.80
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Child (under the age of 12)	£0.91
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### Cruise

Passenger	£2.50
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## Vehicles (Ferry - External)

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

Motor Vehicles under 5.5m	£9.34
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Motor Vehicles 5.5m up to 7.5m	£10.82
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Motor Vehicles 7.5m up to 10m	£19.06
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Motor Vehicles over 10m plus £0.87 for each additional half metre	£33.48 minimum
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Motor Cycle	£3.79
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Motor Cycle with sidecar	£7.65
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Pedal Cycle	£1.42
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### Commercially owned and operated vehicles, motor homes, trailers etc:

Motor Vehicles under 7.5m	£12.02
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Motor Vehicles 7.5m up to 10m	£23.99
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Motor Vehicles 10m up to 12.5m	£38.11
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Motor Vehicles over 12.5m plus £0.87 for each additional half metre	£52.06 minimum
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## Aquaculture, Fish, Shellfish and Livestock

### Aquaculture (per tonne)

Fish/Salmon Food	£1.85
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### Fish, Shellfish and Crustacean (per tonne)

Fish, Shellfish or Crustacean direct from Sea	£2.97
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Fish, Shellfish or Crustacean harvested	£2.97
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Smolts	£1.85
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Processed Fish, Shellfish or Crustacean	£1.85
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<b>Livestock (per head)</b>	
Cattle	£0.90
Horses	£0.90
Sheep	£0.52
Other Livestock/animals	£0.52

### **Windfarm Components and Renewable Energy Devices**

WTGs (Nacelles) (per tonne)	£6.18
Tower Sections (per tonne)	£6.18
Blades (per tonne)	£6.18
Cable Reels, Carousels & Windfarm Other (per tonne)	£6.18
Concrete Mats & Structures (per tonne)	£2.90
Monopiles, Jackets & Gravity Based Foundations (per tonne)	£6.18
Grout Bags & Pallets (per tonne)	£2.38
Transfer Pieces (per tonne)	£6.18
Non specified renewable device machinery (per tonne)	£2.58
Other associated ancillary equipment (per tonne)	£1.46
<b>Any goods not covered by the above will be charged (per tonne)</b>	<b>£2.58</b>

### **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	£0.42
LNG (per cubic metre)	£0.42
Fish/Salmon	£1.08
Other goods	£2.16
Hazardous cargos such as Oil and Gas will be subject to a minimum charge of (inclusive of all fees and levies except Environmental Levy)	£38,110

### **Bunkering Operations**

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

Oil – All grades	£2.26
LNG (per cubic metre)	£2.11



## Port Administration

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

All vessel arrivals (except pleasure craft)	£21.84
Visiting pleasure craft	£10.92

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

Bunkering Vessel Approval (min 4 weeks prior notice)	£185.40
Bunkering Vessel Annual Renewal	£79.31
Diving Contractor Approval (min 2 weeks prior notice)	£185.40
Diving Contractor Annual Renewal	£79.31
Commercial Recreational Diving Operator Approval (min 2 weeks prior notice)	£185.40
Commercial Recreational Diving Contractor Annual Renewal	£79.31
Commercial Diving Deconfliction Approval (min 24 hours prior notice)	£10.30
Recreational Diving Deconfliction Approval – Private/Individual (min 2 weeks prior notice)	£25.75
Harbour Works Approval (min 4 weeks prior notice)	POA
Ship to Ship Transfer Approval (min 48 hours prior notice)	£55.62
Compound Charge Application Fee	£32.96
Short Notice Charge for late Approval requests (in addition to the relevant charge)	£53.56
Issue of Cargo Port of Origin Letter	£79.31
Outer Isles Cruise calls (vessels calling at locations outwith Orkney Mainland):	
Cruise call charge: Vessel < 5,000GT	£750.00
Cruise call charge: Vessel >5,000GT	£1,500.00

## Harbour Craft Charges

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

Hire of Pilot Launches (per hour or part thereof) (minimum hire of 4 hours)	£374.40
Bareboat Charter (subject to terms and conditions):	
Vessel Hire (per 24 hrs or part thereof)	£832.00
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](http://www.orkneymarinas.com). These charges incorporate the harbour dues paid to the Harbour Authority.

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.

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Pilotage for a single vessel movement:

Vessels up to 4,000 GT	£407.68
For each 100 GT or part thereof in excess of 4,000 GT	£3.64

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Pilotage for a single tow movement	
Length of tow up to 65m	£407.68
Length of tow 65m and over	£530.40
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)	£180.91
Detention Fees:	
First 30 minute period	£180.91
Each successive 30 minute period or part thereof	£240.99

## 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 £109 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 £65 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	£280.80
Issue of New Certificate (including one main and one sub area)	£280.80
Issue of Replacement Certificate, Part 1 - areas	£176.80
Issue of Replace Certificate Part 2 - vessels	£176.80
Annual Renewal of Certificate	£280.80
Addition of Vessel Name to Part 2 (per submission)	£ 80.08
Change of Vessel Name	£ 43.68
Addition of Main Operating Area	£ 80.08
Addition of Harbour Sub Area	£ 80.08

## North Sea Pilots

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

Per embarkation/disembarkation per pilot	£1,560.00
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## 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.

Scapa Flow, Stromness and Southern Isles (per hour or any part thereof):

Assisting a vessel on or off a berth, pier, mooring or anchorage.	£738.40
Towage Escort Services	£738.40
Kirkwall and Northern Isles (per act, per tug):	
Assisting a vessel on or off a berth (maximum 2 hours), pier, mooring or anchorage (as per hourly rate thereafter)	£1,499.68
Towage Escort Services	£1,499.68

### 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	£738.40
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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	£13,282.88
Subsequent 24 hours or part thereof	£6,641.44
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):	£83.20
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## 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.

<b>Pier Laydown – Within designated areas only (Per Sq M per 24-hour period):</b>		
Goods/Gear/Chattels		
First 24 Hours		No Charge
Subsequent 24 hours or part thereof		£0.25
Vehicles/Plant/Powered Equipment		
First 24 Hours		£0.21
Subsequent 24 hours or part thereof		£0.60

### Slipway Charges

<b>Use of slipways (Per Sq M per 24 hour period):</b>		
First 24 Hours		No Charge
Subsequent 24 hours or part thereof		£0.25

### Laydown Area Charges

<b>Hardstanding and Type 1 Areas (Per Sq M per week):</b>		
Goods/Gear		£0.27
Vehicles/Plant/Powered Equipment		£0.54
<b>Brownfield Sites (Per Sq M per week):</b>		
Goods/Gear		£0.13
Vehicles/Plant/Powered Equipment		£0.27
<b>Garson, Stromness Lorry Parks (Per Sq M per 24 hour period):</b>		
First 24 Hours		£0.25
Subsequent 24 hours or part thereof		£0.60
<b>Marshalling Areas:</b>		
Vehicles/Trailers for immediate embarkation (within 6 hours)		No Charge
Vehicles/Trailers not for immediate embarkation (per day or part thereof)		£113.30
<b>Hire of Fencing Panels</b>		
Hire of Fencing Panels each per week or part thereof		£7.73

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

Private Vehicle	£63.86
Commercial Vehicle under 7m in length	£84.46
Commercial Vehicle over 7m in length	£154.50

**Penalties**

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

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Storage in excess of agreed areas (per Sq M per 24-hour period)	£20.60
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)

Minimum charges (up to 1 cubic metre in size and weight under 1 tonne)	
applied to all vessels upon entry, covering a period of 96 hours within the port.	£37.08
applied to all visiting recreational vessels.	£10.30
Over 2 Tonnes in weight (per tonne or part thereof)	£618.00
Annual charge applied to all vessels subject to compound dues	£41.20
Supply of tonne bag	£5.92

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

Hire of 1,000 litre portable tank (per fill)	£19.57
Hire of 2,000 litre bowser (per fill)	£31.93
With Operator (per hour)	£47.74
Testing and disposal (per CuM landed or part thereof)	
Quantities below 2000L	£212.18
Quantities above 2000L	Cost + 15%
SEPA Form	£56.65
Oil Disposal Administration Charge	£309.00

#### 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) where not included in the Orkney Mainland security charges.

Security Level 1: Sweep & patrol if requested	
First 6 Hours	£158.62
Each Subsequent 12 hour period or part thereof	£317.24
Security Level 1 : Cruise vessels where extending visit after hours & request security (First 12 hours and then per hour or part thereof)	£300.00
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	£840.00

Each subsequent 6 hour period or part thereof	£150.00
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 or part thereof)	£97.85
Hard Ramps (per hour or part thereof)	£44.29
Drying out areas:	
First 24 hours	£41.20
Per additional 24 period or part thereof	£81.37
Weigh bridges and machines:	
For goods (per tonne or part thereof)	£0.72
Vehicles for shipment or taxation (per tonne or part thereof)	£3.25
Marine Headquarters Conference Room (per 4 hours or part thereof):	
without conference/presentation facilities	£82.40
with conference/presentation facilities	£123.60

## Utility Charges

The following utility service charges are applicable within the Harbour:

Water (per tonne or part thereof)	£3.00
Electricity (per unit)	£0.25

## Port Data Services

The following data is available:

Meteorological Data (per calendar month per site)	£41.20
Tide Tables (Per Copy)	£5.00

## Hire of Loadall/Forklift

Hire of Loadall/Forklift with Operator (per hour)	£47.74
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## 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.



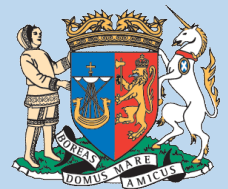
**Enquiries to:**

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

Tel: +44 (0) 1856 873636

Email: [harbours@orkney.gov.uk](mailto:harbours@orkney.gov.uk)

Web: [www.orkneyharbours.com](http://www.orkneyharbours.com)



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