



# COMHAIRLE NAN EILEAN SI

Balivanich, Isle of Benbecula, HS7 5LA

Bail a'Mhanaich, Beinn na Faoghla, HS7 5LA

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Our reference	RJ/DMD/CJ03(a)
Your reference	
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## To All Comhairle Pier Users

Dear Sir/Madam

### **PIER AND HARBOUR INFORMATION 1 APRIL 2012 – 31 MARCH 2013**

#### **The following information is provided for your guidance – Please read carefully**

Please find enclosed the following:

- **Pier Users Questionnaire 1 April 2012 – 31 March 2013.** We will prepare our invoices on the basis of information provided. Non return of the questionnaire may result in you being invoiced at maximum rate or for a boat that may no longer be in regular use or has been disposed of.
- **Schedule of Rates and Dues at Comhairle Piers and Harbours 1 April 2012 – 31 March 2013 booklet for your information.**
- **Pre-Paid Envelope.**

#### **Notification:**

Under Section 35 of the Harbours, Docks and Piers (Clauses) Act 1847 the person in charge of any vessel arriving at a pier or harbour has a legal obligation to report such arrival to the Harbourmaster within 24 hours otherwise he or she is committing an offence. Where composition dues have been paid for any vessel the reporting requirements for that vessel are waived by the Harbour Authority.

#### **Health and Safety:**

Health and Safety is becoming increasingly more stringent in Port Areas and inspections by the Health and Safety Executive Inspectorate are now common place. In this respect and to protect your working environment all users are requested to ensure Health and Safety procedures are adhered to and to report to the Comhairle any matters or breaches of Health and Safety which may cause risk at your port.

#### **The Comhairle operates a "Clear Decks" policy.**

The Comhairle's Client Response Team will be conducting regular inspections of piers as from April 2006. If fishing gear or other materials is found to be causing a safety or health risk to pier users, Section 29 of the Comhairle nan Eilean Siar (Various Harbours) Harbour Revision Order 2002 will be invoked and such fishing gear or materials will be uplifted without further notification and stored for a maximum period of 7 days. The gear or materials can be reclaimed within the 7 days on payment of uplift and storage charges.

**Note: Gas Cylinders whether empty or full must not be left on any part of the pier premises.**



### **Port Waste Reception facilities Regulations 2003:**

Waste Oil Reception facilities have become available at some Comhairle Piers. The waste oil containers have a waste receipt book attached inside. To maintain a proper audit trail it is important that the waste receipt book is completed and that a copy of the receipt is kept on board the vessel. SEPA or MCA may require you to produce evidence of where you are disposing of your waste oil.

**Please ensure that filters are drained and placed in a sealed plastic bag before depositing in the waste safe.**

**Waste Oil must be in sealed container before depositing in waste safe.**

At piers where there are no waste safes you should continue to phone the Harbourmaster so that the waste oil can be disposed off in the appropriate manner. The Harbourmaster will keep a record of your disposed oil.

Marine Waste Skips. Dedicated marine waste skips are progressively being supplied at all the fishery piers during 2007. Pier users should deposit all marine waste, including redundant fishing gear in the skip for further disposal.

A 2% element is included in the conservancy and composition rates to account for the disposal of waste.

Responsible use of the waste facilities will enable us to continue operating without increasing this element of the rates.

The Comhairle nan Eilean Siar Port Waste Management Plan has been approved by the MCA and can be viewed on the Comhairle web site - [www.cne-siar.gov.uk/harbourmaster](http://www.cne-siar.gov.uk/harbourmaster)

### **Storage Areas:**

At piers where storage areas have been designated, users who have paid composition dues may use these areas free of charge. Any other persons using these areas will be charged at the current appropriate rate. Equipment or goods stored outside the designated areas by ANY USER will incur charges and may be removed and disposed of at the owners expense. Discarded gear areas have been designated at some piers and these should be used for any equipment, which is no longer required.

### **Cranes:**

At some piers cranes have been provided. Cranes must not be operated without a valid crane training certificate. Anyone wishing to gain or renew a crane training certificate should complete the appropriate section of the questionnaire.

Where diesel powered cranes are installed users are responsible for providing fuel when they are using the cranes. This will help offset the extra maintenance on this type of crane.

### **Tonnage:**

It is important from your own accounting procedures to enter the tonnage of your vessel on the questionnaire. The VAT element of the composition dues are based on the tonnage of your vessel. E.g. All fishing and fish farming vessels less than 15 gross tonnes are VAT rated at 15%. Vessels of 15 gross tonnes or over are zero rated.

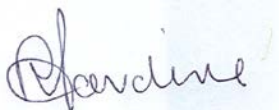
### **Ferry Terminals:**

All users of Ferry Terminals are reminded that ferries always have priority of berth. Except for ferry traffic, the slipways must be kept clear of vehicles and other obstructions whilst the ferry is loading or offloading and when a ferry is approaching the berth. Vessels may remain alongside if this does not interfere with ferry operations.

Your cooperation in completing the questionnaire is appreciated. Should you have any queries on any aspects of the above please do not hesitate to contact the writer.

Contact:	Telephone No.	01870 604991 Ext 859
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Yours faithfully



Roddy Jardine  
Harbourmaster/Marine Operations

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