Port Waste Management Plan

for

Port of Lerwick

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### SHIPPING AGENTS

- **Agency Manager**
  - Cory Brothers (Grangemouth)
- **Agency Manager**
  - GAC (Shipping) UK Ltd. (Lerwick)
- **Agency Manager**
  - Graypen Limited (Grangemouth)
- **Jack Goodlad**
  - *(Independent Agent)* (Lerwick)
- **Managing Director**
  - L.H.D Limited
- **Base Manager**
  - PetersonSBS (Shipping (Lerwick))
- **Manager**
  - Streamline Shipping (Lerwick)

### PORT USERS & REPRESENTATIVES

- **Office Manager**
  - Shetland Fishermen’s Association
- **Services Manager**
  - Northlink Ferries Limited (Lerwick)
- **Ports and Harbours – Ferry Services**
  - Shetland Islands Council
- **Managing Director**
  - Lerwick Fish Traders
- **Managing Director**
  - Shetland Catch
- **Manager**
  - Shetland Fish Products
- **The Secretary**
  - Bressay Boating Club
- **The Secretary**
  - Lerwick Boating Club
- **The Secretary**
  - Lerwick Marina

### AUTHORITIES

- **Rescue Coordination Centre Manager**
  - Maritime & Coastguard Agency (Shetland)
- **MCA – Headquarters**
  - Maritime & Coastguard Agency (Southampton)
- **Animal Health & Veterinary Laboratories Agency**
  - AHVLA (Inverurie)
- **Senior Environment Protection Officer**
  - SEPA – Regional Office (Lerwick)

### WASTE CONTRACTORS

- **Operations Manager**
  - TWMA PLC
- **Managing Director**
  - Northwards Ltd
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1. INTRODUCTION

1.1 Background

The Merchant Shipping (Port Waste Reception Facilities) Regulations 2003 (As Amended 2009) require ports, harbours, and terminals to adequately manage port waste reception facilities for ship generated wastes. The Regulations implements the EU’s Directive 2000/59/EC on port reception facilities for ship generated waste. This plan describes how Lerwick Port Authority (LPA) complies with this and other relevant legislation and guidelines.

The overall aim of Plan is to assist in the reduction of the quantity of all types of wastes entering the sea. Continued development and implementation of the Plan demonstrates the Authority’s ongoing commitment to controlling and managing waste from ships in order to ensure a cleaner environment at sea and within the Port.

The Plan is intended for use by all vessels using berths operated by LPA, shipping agents and relevant businesses that use the facilities of the Port. It is also intended to assist the waste contractors engaged to remove and manage waste from vessels and port operations.

1.2 Objectives

- To provide facilities and services to handle all waste materials landed by vessels.
- To ensure port users are aware of how to dispose of waste appropriately.
- To comply with relevant legislation.
- To handle vessels waste in a way that minimises negative environmental effects.

1.3 Duty of Care

Waste poses a threat to the environment and to human health if it is not managed properly and recovered or disposed of safely. As defined in Section 34 of the Environmental Protection Act 1990, the Port is a holder of controlled waste and has a duty of care to ensure that waste is;

- contained securely to avoid escape
- described and labelled properly
- transferred only to someone with authority to take it (e.g. registered waste carrier/licensed waste management facility), or be allowed to actually take the waste if receiving it
- Appropriate records must also be kept using transfer notes (see section 6).

As a waste holder, the Port should also be alert to and try to prevent the non-compliance of others. It is, however, the Master of a vessel’s responsibility to ensure that waste is placed in the correct facility. If the waste reception facilities are found to be inadequate or full this should be reported to the berth contact. It should be noted that nothing in this plan should be deemed to extend the duty of care or impose ownership of waste beyond the usual parameters.

1.4 Legislation

1.4.1. United Kingdom

- Merchant Shipping (Port Waste Reception Facilities) Regulation 2003*
- Merchant Shipping (Port Waste Reception Facilities)(Amendment) Regulations 2009*
- Environmental Protection (Duty of Care) Regulations 1991
- Controlled Waste Regulations 1992
- Waste Management Licensing (Scotland) Regulations 2011
- Special Waste Regulations 1996
- The Special Waste Amendment (Scotland) Regulations 2004
- The Products of Animal Origin (Third country imports)(Scotland) Regulations 2007
- The Animal By-Products (Enforcement)(Scotland) Regulations 2011
- Merchant Shipping and Maritime Security Act 1997
- Control of Pollution (Amended) Act 1989
- Environmental Protection Act 1990

(*See MGN 387 Guidance on the Merchant Shipping and Fishing Vessels (Port Waste Reception Facilities) Regulations 2003 and amendments)

1.4.2. European
- Directive 2000/59/EC on port facilities for ship generated waste and cargo residues

1.4.3. International Maritime Organization
- International Convention for the Prevention of Pollution from Ships, 1973, as modified by the Protocol of 1978 (MARPOL 73/78)
2. CONTROL AND IMPLEMENTATION OF PORT WASTE MANAGEMENT PLAN

2.1 Responsibility

The Harbourmaster is responsible for the implementation of this plan.

2.2 Monitoring

As a key process in the Authority’s operations, waste management is subject to internal audit at least annually through the Health, Safety, Environment and Quality (HSEQ) Management System. The audit process is performed to check actual practices and requirements against the documented arrangements of this plan and related procedures, relevant legislation and other standards to which LPA subscribes. Any non-conformances are investigated and corrective actions carried out.

2.3 Plan Review & Consultation

The plan shall be formally reviewed every three years in consultation with representatives of regular port users, regulatory authorities and other relevant organisations. It will then be submitted to the MCA for approval. Any significant changes outwith the formal review period that affects operation and provision of waste facilities shall be updated in the plan and submitted to the MCA for re-approval within nine months.

2.4 Plan Awareness

The plan shall be distributed to representatives of regular port users, regulatory authorities and other relevant organisations. It is also available on the Authority’s website at www.lerwick-harbour.co.uk

Irregular or new users of the port shall be informed of waste management procedures through Port Control and shipping agents. Details of waste reception facilities are included in the information leaflet available to all visiting yachts.

Customer feedback is collected and any complaints managed as detailed in the Authority’s customer relations procedure (see Appendix 1).
3. Type and Quantity of Waste Received

Lerwick Port Authority uses operational experience and historical data to assess the need for waste reception facilities.

3.1 Type of Waste

The following table details the type of vessels regularly visiting Lerwick Harbour:

<table>
<thead>
<tr>
<th>Fishing</th>
<th>Oil Related</th>
<th>Industrial</th>
<th>Tourism/ Pleasure</th>
<th>Others</th>
</tr>
</thead>
<tbody>
<tr>
<td>Factory Trawlers</td>
<td>Tankers</td>
<td>Container LOLO</td>
<td>Cruise Ships</td>
<td>Sail Training</td>
</tr>
<tr>
<td>Small Inshore Boats</td>
<td>Cable Layer</td>
<td>Bulk Cargo</td>
<td>Visiting Yachts</td>
<td>Passenger RO-RO*</td>
</tr>
<tr>
<td>Fisheries Protection</td>
<td>Diving Support</td>
<td>General Cargo</td>
<td>Sailing Ships</td>
<td>Coastguard</td>
</tr>
<tr>
<td>Fisheries Research</td>
<td>Pipe Layer</td>
<td>Livestock</td>
<td>Local Boats</td>
<td>Warship</td>
</tr>
<tr>
<td>Live Fish Carriers</td>
<td>Seismic</td>
<td>Reefers</td>
<td>Local Yachts</td>
<td>S.I.C Ferries**</td>
</tr>
<tr>
<td>Local Fleet</td>
<td>Stand-by</td>
<td>Freight</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Supply</td>
<td></td>
<td></td>
<td>RORO</td>
</tr>
<tr>
<td></td>
<td>Anchor Handling</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Construction</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Approximate total number of vessels calling at the Port of Lerwick per year: 5,000

* Domestic ferries operate from Holmsgarth Terminal; the ferry company disposes of their waste at alternative ports and have their own Waste Management Plans and recycling strategies.
** Shetland Islands Council Ferries are exempt from notification of waste disposal and manage their own waste through the S.I.C. Port Waste Management Plan.

The following types of waste are regularly landed at Lerwick Harbour:

<table>
<thead>
<tr>
<th>Domestic</th>
<th>Operational</th>
<th>Special (as defined by the Special Waste Regulations)</th>
<th>International Catering Waste (ICW)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paper</td>
<td>Nets</td>
<td>Oil</td>
<td>Catering waste (e.g. scraps, packaging) from vessels which operate outside of European Union member states*</td>
</tr>
<tr>
<td>Galley waste (excluding ICW)</td>
<td>Maintenance waste (excluding ‘Special waste’)</td>
<td>Oil contaminated containers and debris</td>
<td>(*Iceland, Andorra, Norway, the Channel Islands, the Isle of Man, and Gibraltar do not produce ICW)</td>
</tr>
<tr>
<td>Packaging</td>
<td>Wire</td>
<td>Tyres</td>
<td></td>
</tr>
<tr>
<td>Glass</td>
<td>Scrap</td>
<td>Electrical equipment</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Dunnage</td>
<td>Paint &amp; containers</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Batteries</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bilges water</td>
<td></td>
</tr>
</tbody>
</table>

3.2 Quantity of Waste

The following tables details the quantity of waste handled by Lerwick Port Authority in the last five years: (Note this does not include waste managed by ships agents)

<table>
<thead>
<tr>
<th>Year</th>
<th>Domestic Waste (from Common User Skips)</th>
<th>Operational &amp; Other Waste (removed from quayside by LPA)</th>
<th>Waste Oil</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Kgs</td>
<td>Kgs</td>
<td>Litres</td>
</tr>
<tr>
<td>2007</td>
<td>246,240</td>
<td>64,640</td>
<td>15,375</td>
</tr>
<tr>
<td>2008</td>
<td>169,160</td>
<td>44,960</td>
<td>17,220</td>
</tr>
<tr>
<td>2009</td>
<td>188,600</td>
<td>48,320</td>
<td>20,650</td>
</tr>
<tr>
<td>2010</td>
<td>162,700</td>
<td>81,500</td>
<td>20,500</td>
</tr>
<tr>
<td>2011*</td>
<td>141,140</td>
<td>59,880</td>
<td>24,600</td>
</tr>
</tbody>
</table>

*2011 data up to and including November
4. WASTE CONTROL

4.1 Shipping Agents

Shipping Agents act on behalf of vessels. They should ensure that the vessels they represent are aware of the relevant sections of this Plan and that proper procedures are followed, including the completion of relevant forms.

It is for the Ship’s Agent to make necessary arrangements with properly licensed contractors to handle all waste that the vessel may wish to land. At the request of the ship’s Agent, the Harbourmaster/Deputy Harbourmaster can make arrangements on his behalf with the waste contractor.

4.2 Waste Contractors

All vessels waste is collected by, or forwarded to, an appropriately licenced waste contractor. Before placing the first order or contract, the contractor shall be asked to provide a copy of their Waste Carrier Licence and checks made with SEPA that the licence is valid. Checks shall be made annually to ensure that licences remain valid.

4.2.1. Port Security

In accordance with the International Ship and Port Facility Security Code (ISPS), all waste contractor personnel who may need access to quaysides must be issued with identification passes.

If the security level has been increased, the Authority may refuse access for un-notified collections and deliveries of waste facilities. The contractor is therefore requested to give prior notice for unscheduled collections or deliveries.

4.2.2. PPE

Correct Personal Protective Equipment (PPE) must be worn at all times by the contractor while on LPA property.

4.3 Waste Carrier Licence

The Authority holds a waste carrier’s license issued by SEPA. This allows for LPA personnel to uplift waste from the quayside and deliver it for appropriate disposal.

4.4 Domestic and Operational Waste

The Authority provides covered skips for domestic and operational waste from fishing vessels and other vessels not affiliated to an agent. These are handled by a local contractor. LPA personnel monitor these skips and contact the contractor as required to uplift and dispose of waste.

LPA personnel uplift larger items of operational waste from quaysides and deliver to Shetland Islands Council or other appropriate contractor for disposal. Where possible, this waste is segregated for recycling or re-use, see section 4.8.

The Authority also provides bins which are monitored and emptied as required.

4.5 Special Waste

Special waste must be separated from domestic/operational waste and disposed of appropriately, accompanied by a Special Waste Consignment Note from SEPA.

4.5.1. Oil and Oil Contaminated Waste

The Authority provides special bins in strategic locations for the collection of waste oil and oil contaminated waste. LPA personnel empty these bins as required. Larger drums of oil are uplifted from the quayside on request. The oily waste is then stored in a bunded area at the Operations Centre (under SEPA exemption notice) and a specialist waste contractor contacted to collect and dispose of when required.
Details for handling oily waste resulting from a fuel or oil spill incident are given in Section 8 of LPA85 Oil Spill Contingency Plan for the Port of Lerwick (see Appendix 2).

4.5.2. Other Special Waste

Other special waste is uplifted from the quayside by LPA personnel and delivered to the appropriate specialist contractor for disposal. Some items may be stored (in the appropriate conditions) at the Operations Centre until there is sufficient quantity to warrant delivery to, or collection by, the appropriate specialist contractor.

4.6 International Catering Waste (ICW)

International catering waste is subject to strict controls on how it should be handled and disposed of. It must not be mixed with domestic waste. Ships Agents shall supply Lerwick Port Authority with data on ICW landed by their vessels.

For vessels not represented by an agent, LPA personnel shall ensure that any ICW landed is double bagged, or contained in a suitable receptacle, and immediately delivered to an approved Shetlands Islands Council Waste Disposal site.

4.7 Sewage

It is for vessels themselves, or Ships Agents, to make suitable arrangements for the disposal of sewage. Contact details for contractors can be found in Appendix 3 or obtained from Port Control.

4.8 Minimising Negative Environmental Effects

Were possible the waste uplifted from quaysides is segregated to allow for recycling / reuse, e.g. pallets, 40 gallon drums, tyres.

There are recycling facilities for aluminium drink cans and glass bottles on Victoria Pier. These are provided and serviced by the Shetland Amenity Trust.

4.9 Marinas and Boating Clubs

Lerwick Marina, Bressay Boating Club and Lerwick Boating Club are all individually responsible for the provision of waste facilities.
5. WASTE RECEPTION PROCEDURE FOR VESSELS

5.1 Notification by Vessels
Vessels entering Lerwick Harbour (or their Agent) must provide Port Control with a completed Waste Notification Form (see appendix 4). Equivalent forms may be used provided they show all the required information. Forms should be submitted to the following timescale:

- Where Lerwick is known to be the next port of call, at least 24 hours before arrival; or
- as soon as possible after the Port of Lerwick as a destination is known; or
- where the duration of the voyage is less than 24 hours, at latest on departure from the previous port.

Fishing vessels, recreational vessels authorised to carry no more than 12 passengers and vessels holding an MCA Exemption Certificate do not have to submit a Waste Notification Form. They are, however, requested to inform Port Control if they intent to land any Special waste or quantity of waste which cannot be contained in the waste receptacles provided on the quayside.

5.2 Waste Reception Facilities
Lerwick Port Authority provides the following waste reception facilities (See details and location in Appendix 5). These are monitored by LPA personnel and emptied as required.

5.2.1. Skips (Domestic & Operational Waste)
Covered skips are provided through a local contractor. These are marked with the contractors name and ‘Ships Waste Only’ and are strategically placed to cater for all berths.

5.2.2. Bins (Domestic & Operational Waste)
40 gallon litter bins with spring-loaded lids are supplied in large numbers and are strategically placed around the waterfront.

5.2.3. Waste Oil Reception Units
Waste oil reception units are situated on quays where vessels regularly carry out maintainance and repair. These are specifically for the collection of waste oil, oil filters and other oil contaminated waste.

Where a waste facility has become contaminated, e.g. oily waste, international catering waste and/or other special waste, the Harbourmaster/Deputy should be informed (through Port Control) so appropriate disposal/decontamination can be arranged.

5.3 Special Waste
When a vessel lands special waste, it should be clearly marked with the vessel’s name and Port Control should be advised to allow uplift to be arranged.

5.4 International Catering Waste (ICW)
The following procedures apply to vessels arriving from outside the European Union. However, the following countries, in addition to EU countries do not produce ICW - Iceland, Andorra, Norway, the Channel Islands, the Isle of Man, and Gibraltar.

ICW must not be placed in the domestic skips or bins.

5.4.1. Visiting Yachts
Yacht Crews are requested to contact Port Control to arrange appropriate disposal of food waste and its packaging.
5.4.2. All other visiting Vessels

Where vessels land ICW, it should be clearly marked with the vessel's name & 'ICW'. Port Control and/or Ships Agent should be advised that such waste has been landed. The Authority and/or Agents shall then ensure that suitable waste receptacles are provided.

5.5 Recycling Facilities

There are recycling facilities for aluminium drink cans and glass bottles on Victoria Pier.

5.6 Reporting Inadequacies

If a vessel finds that waste reception facilities at Lerwick Harbour are inadequate for any reason, the Master or Officer responsible in the first instance should inform the Harbormaster (through Port Control) who shall investigate the complaint and rectify the deficiency. If the proper facilities can not be provided, to the Master’s reasonable satisfaction, the ship is to inform the Maritime Coastguard Agency.

5.7 Charging

All vessels are required to pay for the provision of waste reception facilities whether they use them or not. This charge shall cover the cost of the disposal of domestic and operational waste only.

Lerwick Port Authority consolidates waste reception costs within the relevant harbour dues. Details of Harbour charges can be found in the current LPA Harbour Charges Booklet, in addition all charges are published on the company website: [http://www.lerwick-harbour.co.uk/charges.html](http://www.lerwick-harbour.co.uk/charges.html)
6. RECORDS

6.1 Vessel Notification Forms

All notifications received are reviewed by the Harbourmaster or Deputy Harbourmaster and retained for a minimum period of three years.

6.2 Contractor Waste Reports

All waste contractors provide the Authority with reports detailing the types and quantities of waste handled. This information is collated and reviewed then retained for a minimum period of three years.
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<td>1.2 Scope</td>
<td>2</td>
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<tr>
<td>1.3 Responsibility</td>
<td>2</td>
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<tr>
<td>1.4 Procedure</td>
<td>2 - 3</td>
</tr>
</tbody>
</table>
1.1 Purpose

To establish the requirements and instructions for obtaining general feedback from harbour users and customers, and for the processing and evaluation of customer complaints.

1.2 Scope

This procedure shall apply to all operations involving the delivery and provision of the Authority’s services.

1.3 Responsibility

The Senior Management Team* shall be responsible for:

- devising methods of obtaining general feedback information on the quality of supply and provision of the Authority’s services;
- for ensuring customer complaint investigations are satisfactorily carried out. This may be achieved by delegated personnel.

1.4 Procedure

Customer and User Communications

The Senior Management Team or delegated personnel shall:

- engage with customers as required to ascertain the level of quality of service provided;
- arrange appropriate methods of communication, for example customer feedback questionnaires and attendance of user group meetings and industry specific events;
- form reports on the outcomes of customer and user feedback, which shall be addressed at Board meetings and HSEQ Management System Review Meetings.

Customer Complaints

In the event of a customer complaint being received, the following procedure shall be implemented immediately.

The person receiving the complaint shall record the customer's details and the nature of the complaint and pass the information to their immediate line manager for processing. The line manager shall forward the complaint to Senior Management for review.

Upon receipt of a customer complaint Senior Management or delegated personnel shall:

- contact the complainant within a timescale considered appropriate to the level of complaint and, as much as possible, endeavour to settle the complaint quickly and amicably to keep the complainant satisfied and to minimise investigation time;
- ensure that a Customer Complaint Report is raised and that it includes all relevant details to enable proper investigation and solution;
- annotate the Customer Complaint Report with the next number from the Customer Complaint Log;
- in the case of a complaint that is considered serious, establish causation factors and determine required action to resolve the issue and prevent recurrence;
- notify the complainant of when they should expect to know the results of the investigation and ensure that they are notified as soon as the results are known;
- review the effectiveness of the corrective actions taken;
- file the completed Report in the Customer Complaints File.

All Customer Complaint Reports must be formally “closed out” and signed by the Chief Executive or Deputy Chief Executive.

* The Chief Executive, Deputy Chief Executive and Harbourmaster are hereby known as the ‘Senior Management Team’.
8. Waste Management Plan (included as Appendix 2 of Port Waste Management Plan)

This section should be read in conjunction with the environmental arrangements held in the Authority's Health, Safety, Quality and Environmental Management System, in particular, Level 3 – Environmental and Quality Management Arrangements. In addition reference should be made to the Port Waste Management Plan for Port of Lerwick (Controlled as LPA 68)

Note: oiled waste is classed as special waste and the transfer and final disposal of all such material is governed by the Special Waste Regulations.

8.1 General

Wherever possible, spilled oil should be recovered for recycling and re-use. However, any shoreline clean-up operation is likely to result in amounts of oily waste far in excess of the original oil on the shoreline.

The following types of waste can arise:

- recovered oil (not debris contaminated)
- water in oil emulsion - untreated
- water in oil emulsion - treated with dispersant
- thick weathered oil - lumps
- semi-solid bunker oil
- oil and sand mixtures
- dry waste
- oiled shingle
- oiled seaweed and other debris

In Tier One and Tier Two incidents, any oil recovered from harbour waters will be transferred to the waste oil disposal / recycling contractor listed in section 8.4.

There are two licensed sites in Shetland for the storage of oiled materials, these are located at Greenhead Base and Sullom Voe Terminal. Greenhead Base may be utilised depending on operational activity at the time. It is unlikely that access to Sullom Voe will be granted for oiled materials resulting from an oil spill within the Port of Lerwick.

8.2 Temporary Storage

Clean-up activities may produce quantities of oil and oily debris at a faster rate than they can be properly disposed of and temporary storage will frequently be necessary. The Port Authority may be able to make limited hard standing available for temporary storage purposes; such an area would require to be bunded and would require the agreement of SEPA on an incident basis.

Areas which could possibly be made available are:

- Mairs Yard
- Greenhead Base Licenced Special/Hazardous Waste Storage Area
- Greenhead Base South Reclamation Area
- Greenhead Base North Reclamation Area
- Ness of Sound – redundant Fish Farm
The following table summarises temporary storage methods that can be used:

<table>
<thead>
<tr>
<th>Type of Oil/Waste</th>
<th>Storage Facility</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquid</td>
<td>Barges</td>
<td>Suitable for initial storage</td>
</tr>
<tr>
<td></td>
<td>Road Tankers</td>
<td>Ideal for routing to final disposal site</td>
</tr>
<tr>
<td></td>
<td>Pits</td>
<td>Must be lined with sand to protect essential heavy duty plastic liner</td>
</tr>
<tr>
<td></td>
<td>Bunds</td>
<td>Cheaper than pits. Liners required</td>
</tr>
<tr>
<td></td>
<td>Tanks</td>
<td>Fastank or similar</td>
</tr>
<tr>
<td>Liquid/solid mixture</td>
<td>Pits</td>
<td>As above</td>
</tr>
<tr>
<td></td>
<td>Bunds</td>
<td>As above</td>
</tr>
<tr>
<td></td>
<td>Skips</td>
<td>Versatile, robust and cheap</td>
</tr>
<tr>
<td></td>
<td>Oil Drums</td>
<td>Difficult to handle when full</td>
</tr>
<tr>
<td></td>
<td>Plastic Containers</td>
<td>Quick deployment. Useful for inaccessible areas</td>
</tr>
<tr>
<td>Solids</td>
<td>Hardstanding</td>
<td>Preferably sloping site with drainage</td>
</tr>
<tr>
<td></td>
<td>Lorries</td>
<td>Restricted to solid debris. Access problems.</td>
</tr>
</tbody>
</table>

8.3 Disposal Methods

8.3.1 Recovery to Oil Processing Installation

Reprocessing is the preferred option. In general only pure oil and possibly oil/water mixtures will be acceptable. The only contractor able to accept recovered oil for recycling or reprocessing is listed in section 8.4.

8.3.2 Landfill

This option is not available in Shetland. Where landfill is identified as the preferred disposal option, all oiled materials will require to be shipped to a licensed site on the UK Mainland. However, it is recognised that future legislation on landfill disposal is likely to be more restrictive.

The Lerwick Port Authority in conjunction with the approved waste contractor will be responsible for the removal and disposal of all oily waste streams requiring landfill. (Section 8.4)

8.3.3 Stabilisation

This is an expensive method but is likely to be used increasingly as landfill becomes further restricted. This option is not available in Shetland.
8.3.4 Land Farming / Bioremediation

This can only make a limited contribution to oil spill disposal and is becoming less acceptable. However it may be suitable for small quantities of oily waste such as contaminated seaweed. Again, there are no sites on Shetland where land farming would be permitted.

8.3.5 Combustion

Uncontrolled combustion is unsatisfactory because of air pollution. The only commercial incinerator on Shetland is located in Lerwick and cannot incinerate oil as part of the waste to energy process.

8.4 Waste Disposal Sites and Approved Waste Oil Contractor

It is the responsibility of the Lerwick Port Authority in conjunction with the approved waste oil contractor to dispose of all oily waste streams. The approved waste oil contractor is Total Waste Management Alliance plc, contact details can be found in 9.22 of Section 9 Contact Directory.

Details of waste stream destination and waste treatment sites used by the approved contractor are given in the flowchart at section 8.5.
8.5 Waste Stream Flowchart (Total Waste Management Alliance plc)

TWMA Managed Waste Streams

**Non-Hazardous General Waste**
- Landfill, Aberdeenshire

**Clinical**
- Treatment / Landfill, Angus / Perthshire
- Recycled, Kent

**Radioactive Substances**
- Paper / Cardboard, Recycled, Glasgow Area
- Drums, Recycled, Glasgow

**Segregated Recyclables**
- Scrap Metal, Recycled, Aberdeenshire
- Flo Tubes, Recycled, Perthshire
- Lead Acid Batteries, Recycled, Aberdeenshire
- Thread Protectors, Recycled, Aberdeenshire
- Other Batteries, Recycled, Midlands
- WEEE Materials, Recycled, Aberdeenshire
- Oils, Recycled, Aberdeenshire
- Wood, Recycled, Aberdeenshire
- Al-Cans, Recycled, Aberdeenshire

**Hazardous Wastes**
- Drill Cuttings, Treatment, TWMA
- Drilled Materials, Landfilled, N Yorkshire
- Tank Washings / Slops, Treatment, TWMA
- Solvents, Treatment, Birmingham

**Drill Cuttings, Treatment, TWMA**
- Drilled Materials, Landfilled, N Yorkshire
- Tank Washings / Slops, Treatment, TWMA
- Solvents, Treatment, Birmingham
## APPENDIX 3 - LIST OF CONTACTS

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Contact Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Lerwick Port Authority</strong></td>
<td><strong>Port Control</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Albert Building</td>
<td>Radio: Channel 12 VHF</td>
</tr>
<tr>
<td></td>
<td>Lerwick</td>
<td>Tel: 01595 692991</td>
</tr>
<tr>
<td></td>
<td>Shetland</td>
<td>Fax: 01595 693452</td>
</tr>
<tr>
<td></td>
<td>ZE1 0LL</td>
<td>Fax: 01595 695911 (24 hour)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Email: <a href="mailto:info@lerwick-harbour.co.uk">info@lerwick-harbour.co.uk</a></td>
</tr>
<tr>
<td><strong>Agents</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cory Brothers</td>
<td>PO Box 11</td>
<td>Tel: 01324 473382</td>
</tr>
<tr>
<td></td>
<td>Grangemouth FK3 9AB</td>
<td>Fax: 01324 474883</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Email: <a href="mailto:corygrangemouth@cory.co.uk">corygrangemouth@cory.co.uk</a></td>
</tr>
<tr>
<td>GAC(Shipping) UK Ltd.</td>
<td>Holmsgarth Terminal</td>
<td>Tel: 01595 880463 (24 hours)</td>
</tr>
<tr>
<td></td>
<td>Lerwick</td>
<td>Fax: 0207 067 9133</td>
</tr>
<tr>
<td></td>
<td>Shetland</td>
<td>Email: <a href="mailto:agency.lerwick@gacworld.com">agency.lerwick@gacworld.com</a></td>
</tr>
<tr>
<td>Graypen Limited</td>
<td>Grangemounth Centre</td>
<td>Tel: 01324 665333</td>
</tr>
<tr>
<td></td>
<td>3 Roseland Hall</td>
<td>Fax: 01469 552903</td>
</tr>
<tr>
<td></td>
<td>Earlsgate Park</td>
<td>Email: <a href="mailto:grangemounth@graypen.com">grangemounth@graypen.com</a></td>
</tr>
<tr>
<td></td>
<td>Grangemounth FK3 8WJ</td>
<td></td>
</tr>
<tr>
<td>Jack Goodlad</td>
<td>14 West Baila</td>
<td>Tel: 01595 696491</td>
</tr>
<tr>
<td></td>
<td>Lewick</td>
<td>Tel: 07766 208822</td>
</tr>
<tr>
<td></td>
<td>ZE1 0SG</td>
<td>Email: <a href="mailto:charternorth@tiscali.co.uk">charternorth@tiscali.co.uk</a></td>
</tr>
<tr>
<td>L.H.D Limited</td>
<td>5 Alexandra Buildings</td>
<td>Tel: 01595 693768</td>
</tr>
<tr>
<td></td>
<td>Lerwick</td>
<td>Fax: 01595 695323</td>
</tr>
<tr>
<td></td>
<td>Shetland</td>
<td>Email: <a href="mailto:richie@lhdshetland.co.uk">richie@lhdshetland.co.uk</a></td>
</tr>
<tr>
<td>PetersonSBS (Shipping)</td>
<td>Greenhead Base</td>
<td>Tel: 01595 694242</td>
</tr>
<tr>
<td></td>
<td>Lerwick</td>
<td>Fax: 01595 692767</td>
</tr>
<tr>
<td></td>
<td>Shetland</td>
<td>Email: <a href="mailto:ops@petersonsbs.com">ops@petersonsbs.com</a></td>
</tr>
<tr>
<td></td>
<td>ZE1 0PY</td>
<td></td>
</tr>
<tr>
<td>Streamline Shipping</td>
<td>Garthspool</td>
<td>Tel: 01595 692869</td>
</tr>
<tr>
<td></td>
<td>Lerwick</td>
<td>Fax: 01595 692234</td>
</tr>
<tr>
<td></td>
<td>Shetland</td>
<td>Email: <a href="mailto:mike.davies@streamlineshippinggroup.com">mike.davies@streamlineshippinggroup.com</a></td>
</tr>
<tr>
<td></td>
<td>ZE1 0NY</td>
<td></td>
</tr>
<tr>
<td><strong>Waste Contractors</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>60 North Recycling Ltd</td>
<td>Rova Head</td>
<td>Tel: 01595 69 2974</td>
</tr>
<tr>
<td>(Scrap Removal)</td>
<td>Lerwick</td>
<td>Fax: 01595 69 4814</td>
</tr>
<tr>
<td></td>
<td>Shetland</td>
<td>Email: <a href="mailto:enquiries@60northrecycling.co.uk">enquiries@60northrecycling.co.uk</a></td>
</tr>
<tr>
<td></td>
<td>ZE1 0PY</td>
<td></td>
</tr>
<tr>
<td>Ness Engineering Ltd</td>
<td>The Brakes</td>
<td>Tel: 01950 460714</td>
</tr>
<tr>
<td>(Waste Management, Special Waste, Sewage)</td>
<td>Scatness</td>
<td>Fax: 01950 460378</td>
</tr>
<tr>
<td></td>
<td>Virkie</td>
<td>Email: <a href="mailto:office@nessengineering.com">office@nessengineering.com</a></td>
</tr>
<tr>
<td></td>
<td>Shetland</td>
<td>ZE3 9JW</td>
</tr>
<tr>
<td>Northwards Ltd</td>
<td>Anderson Base Gremista, Lerwick, Shetland ZE1 0PX</td>
<td>Tel: 01595 694452  Fax: 01595 694920  Email: <a href="mailto:info@northwardslt.co.uk">info@northwardslt.co.uk</a></td>
</tr>
<tr>
<td>----------------</td>
<td>-------------------------------------------------</td>
<td>---------------------------------------------------------------</td>
</tr>
<tr>
<td><em>Waste Carrier</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shetland Amenity Trust</td>
<td>Garthspool, Lerwick, Shetland ZE1 0NY</td>
<td>Tel: 01595 69 4688  Fax: 01595 69 3956  Email: <a href="mailto:shetamenity.trust@zetnet.co.uk">shetamenity.trust@zetnet.co.uk</a></td>
</tr>
<tr>
<td><em>Recycling Agency</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shetland Islands Council Gremista Waste Management Facility</td>
<td>Gremista, Lerwick, Shetland</td>
<td>Tel: 01595 743960  Fax:01595 741334</td>
</tr>
<tr>
<td>Total Waste Management Alliance PLC (TWMA)</td>
<td>Vatster, Gott, Shetland ZE2 9SG</td>
<td>Tel: 01595 840 431  Fax:01595 840 703  Email: <a href="mailto:vatster@twma.co.uk">vatster@twma.co.uk</a></td>
</tr>
<tr>
<td><em>Special Waste Disposal</em></td>
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</tr>
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**Other Contacts**

<table>
<thead>
<tr>
<th>Maritime Coastguard Agency</th>
<th>Shetland Sector Office Knab Road, Lerwick, Shetland ZE1 0BB</th>
<th>Tel: 01595 693390  Fax: 01595 693390</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scottish Environment Protection Agency</td>
<td>The Esplanade, Lerwick, Shetland ZE1 0LL</td>
<td>Tel: 01595 696926  Fax: 01595 696946  Email: <a href="mailto:EPIshetland@sepa.org.uk">EPIshetland@sepa.org.uk</a></td>
</tr>
<tr>
<td>Type</td>
<td>Waste to be delivered (m³)</td>
<td>Maximum dedicated storage capacity (m³)</td>
</tr>
<tr>
<td>------------</td>
<td>----------------------------</td>
<td>----------------------------------------</td>
</tr>
<tr>
<td>OIL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sludge</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bilge Water</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Others</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(specify)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GARbage</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Food waste</td>
<td></td>
<td></td>
</tr>
<tr>
<td>International Catering Waste</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plastic</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Separated for recycling</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**CARGO-ASSOCIATED WASTE (MAY BE ESTIMATES)**

<table>
<thead>
<tr>
<th>Dunnage</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Other (specify)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**CARGO RESIDUES (MAY BE ESTIMATES)**

<table>
<thead>
<tr>
<th>Scale &amp; Sludge from tank cleaning</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Other (specify)</td>
<td></td>
<td></td>
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</tbody>
</table>

**Sewage**

<table>
<thead>
<tr>
<th>Untreated</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Part Treated</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

1. This information may be used for Port State Control and other inspection purposes.
2. Member States will determine which bodies will receive copies of this notification.
3. This form is to be completed unless the ship is covered by an exemption in accordance with Art 9 of Directive 2000/59/EC.
4. International Catering Waste (ICW) is defined under the EU Animal By-products Regulations (1774/2002EC) as “catering waste from means of transport operating internationally”. Any catering waste from a vessel that has berthed/landed in non EU countries, even if the vessel has been provisioned in the EU.

   If a declaration from the Ship’s Master is provided stating that the ship’s stores have been emptied, cleaned, disinfected and re-stocked in the EU, catering waste from these supplies would not be considered to be ICW. Please refer to [http://www.defra.gov.uk/animalh/int-trde/icw/guidance.htm](http://www.defra.gov.uk/animalh/int-trde/icw/guidance.htm)

I confirm that the above details are accurate and correct, and there is sufficient dedicated onboard capacity to store all waste generated between notification and the next port at which waste will be delivered.

Date:       Time: 

Signature:..................................................................

Notes:
## APPENDIX 5 – WASTE FACILITY DETAILS & LOCATION MAPS

<table>
<thead>
<tr>
<th>SKIP LOCATION</th>
<th>QUANTITY</th>
<th>CAPACITY</th>
<th>EMPTY SCHEDULE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Victoria Pier</td>
<td>1</td>
<td>12 cubic yards</td>
<td>As required</td>
</tr>
<tr>
<td>Victoria Pier</td>
<td>1</td>
<td>12 cubic yards</td>
<td>As required</td>
</tr>
<tr>
<td>Albert Wharf</td>
<td>1</td>
<td>12 cubic yards</td>
<td>As required</td>
</tr>
<tr>
<td>Alexandra Wharf</td>
<td>1</td>
<td>12 cubic yards</td>
<td>As required</td>
</tr>
<tr>
<td>Shearers Quay</td>
<td>1</td>
<td>12 cubic yards</td>
<td>As required</td>
</tr>
<tr>
<td>Morrison Dock</td>
<td>1</td>
<td>12 cubic yards</td>
<td>As required</td>
</tr>
<tr>
<td>Holmsgarth No 5</td>
<td>1</td>
<td>12 cubic yards</td>
<td>As required</td>
</tr>
<tr>
<td>Holmsgarth No 4</td>
<td>1</td>
<td>12 cubic yards</td>
<td>As required</td>
</tr>
<tr>
<td>Holmsgarth No 1</td>
<td>2</td>
<td>12 cubic yards</td>
<td>As required</td>
</tr>
<tr>
<td>Holmsgarth Jetty</td>
<td>1</td>
<td>12 cubic yards</td>
<td>As required</td>
</tr>
<tr>
<td>Gremista Quay</td>
<td>2</td>
<td>12 cubic yards</td>
<td>As required</td>
</tr>
<tr>
<td>Greenhead Base</td>
<td>2</td>
<td>12 cubic yards</td>
<td>As required</td>
</tr>
<tr>
<td>Dales Voe Pier</td>
<td>1</td>
<td>12 cubic yards</td>
<td>As required</td>
</tr>
<tr>
<td><strong>Total 16</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Map ID</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Map A</td>
<td>Overview of Lerwick Harbour</td>
</tr>
<tr>
<td>Map B</td>
<td>Dales Voe &amp; Gremista Quay</td>
</tr>
<tr>
<td>Map C</td>
<td>Greenhead Base</td>
</tr>
<tr>
<td>Map D</td>
<td>Holmsgarth North</td>
</tr>
<tr>
<td>Map E</td>
<td>Holmsgarth South &amp; Shearers Quay</td>
</tr>
<tr>
<td>Map F</td>
<td>Laurenson Quay &amp; Alexandra Wharf</td>
</tr>
<tr>
<td>Map G</td>
<td>Victoria Pier &amp; Albert Wharf</td>
</tr>
</tbody>
</table>
Waste Management Plan

Description: Waste Facilities

Description (cont): Map A - Overview of Lerwick

Scale: 1:25,000
Date: Jan 2012
By: njf

Draught No: wmp A

Lerwick Port Authority
Albert Building
Lerwick
Shetland ZE1 0LL
Tel: 01595 692991  Fax: 01595 693452
www.lerwick-harbour.co.uk

Note: For detailed information please refer to individual plans outlined in red

Not to be used for Navigation
Waste Management Plan

description: Waste Facilities

description (cont): Map B - Dales Voe and Gremista Quay

scale: 1:2,500
date: Jan 2012
by: njf

wmp B

Dales Voe Jetty

Shetland Catch

Gremista Quay

Not to be used for Navigation

Position of Skip
Waste Management Plan

Waste Facilities

Map C - Greenhead Base

scale: 1:2,500  date: Jan 2012  by: njf

drg no:

Lerwick Port Authority
Albert Building
Lerwick
Shetland ZE1 0LL
Tel. 01595 692991  Fax. 01595 693452
www.lerwick-harbour.co.uk

Greenhead Base

Not to be used for Navigation

Position of Skip  Position of Waste Oil Bin