

STRATEGY AND BUSINESS PLAN UPDATE 2015-2016

Chairman's Foreword

It is some time since we last published our Strategy & Business Plan. This Update is designed to bridge the gap since our last Plan in 2013 and a new style Annual Review/Report coming out in spring 2017.

In terms of harbour activity, Lerwick reached peak levels in 2013 and 2014, largely driven by oil & gas projects both offshore and onshore. We have been able to respond to this in a positive way and use the opportunity to provide ample port capacity for the future.

Although the most visible evidence of port development is the delivery of new infrastructure, the Authority has also been strengthening its staff resource. This is part of the continued improvement required to maintain our safe and vibrant port.

Amongst all the changes since our last report in 2013, the saddest has been the untimely death of my predecessor as Chairman, Harry Jamieson, in 2015. He ably led the Authority through a busy period and he is greatly missed. I am grateful for the continued support of all Board Members as well as that of our many stakeholders and I hope you find this Update of interest.



Brian Anderson Chairman



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MISSION STATEMENT

The Authority's mission statement:-

"The Authority aims to run an efficient, cost-effective port operation involving the management, maintenance and regulation of its activities and shipping to the port for the benefit of the Shetland community and businesses for the foreseeable future. In so doing it will strive to invest in new facilities and to maximise the quality and value for money of its services in order to maintain existing and attract new business to the port. It will diversify its involvement in port related facilities where this supports and strengthens its core harbour activity."





This aim is broken down into strategic objectives providing a clear framework of plans to help realise the potential of the port and overcome any obstacles to future development, allowing the provision of first class services and facilities to customers.

Strategic Objectives

The key strategic objectives of the Authority are:-

- The management, maintenance and regulation of Lerwick Harbour
- To conduct all business activities in a responsible manner, which assures the prevention of injury and ill health to employees and port users, preservation of the environment and quality of service and to promote the development of an efficient, cost effective sustainable port.
- To invest in new port facilities where a need is identified. To diversify its portfolio of investments and sources of income, especially where this also supports and strengthens its core harbour activity
- To attract new businesses and ensure the continued satisfaction of existing customers and users, and to defend the port against unfair competition and anticompetitive practices.
- To maintain existing buildings, plant and equipment and harbour facilities in a safe and serviceable order.

INTRODUCTION

With changing business needs of port users and the community in Shetland, the Authority has had to be flexible in its approach to meeting these requirements. Peak levels of activity in 2013 and 2014 have led to an acceleration of some of the capital infrastructure projects on the port's masterplan.

As forecast, these levels of activity decreased in 2015 and projections were again pared back for 2016 and anticipated to remain at this lower level for the time being.

Each of the four main industry sectors operating through the port – oil & gas (including decommissioning); fishing and aquaculture; ferries and freight and the leisure sector – are important to the Authority as described in this Update.

As a self-financing business operating commercially, the Authority is very pleased to have secured a new $\pounds 25$ million funding facility from Bank of Scotland in 2014. This additional facility was required to fund the delivery of four capital projects as described in the Infrastructure section.

Marketing of the port's capabilities is an ongoing theme – business visitors touring Lerwick for the first time are consistently surprised at what there is to offer here. Efforts to reach and inform the relevant sectors of the market of what the Authority has to offer will continue.

The Authority will strive to meet the Objectives detailed in this Update which sets the scene for a more comprehensive Report in spring 2017.



GOVERNANCE

Lerwick Port Authority is a trust port regulated by various Acts & Orders since formed in 1877 up to its most recent Harbour Revision Order in 2015.

Meeting monthly, the Authority is directed by eleven Board Members, nine of whom are appointed from the local community and harbour users. The Chief Executive and Deputy Chief Executive of the Authority are ex-officio Board Members.

Each of the non-executive Board Members serves a three-year term and Chairman/Deputy Chairman appointments are made annually.

The current Board Members of the Authority are:

Brian Anderson	(Chairman)
Ronald Gair	(Deputy Chairman)
Sandra Laurenson	(Chief Executive)
Calum Grains	(Harbourmaster and Deputy Chief Executive)
George Anderson	
James Anderson	
Peter Campbell	
Gary Cleaver	
John Henderson	
Robert Polson	
Gary Robinson	

Regulation

The Authority's membership of the British Ports Association helps with keeping up to date with the latest developments in the port sector as well as the latest regulatory developments. During the year several of the Authority's board members attended a seminar to keep abreast of the latest developments.

HSEQ

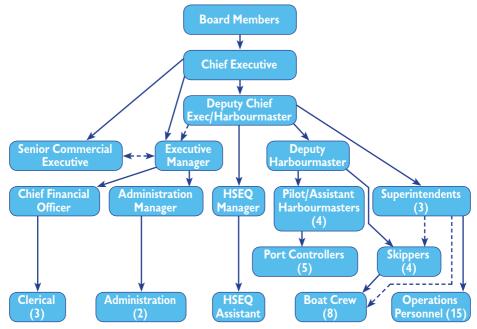
All business activities are undertaken and regulated in such a way that safeguards the harbour, its users, the public and the environment and are in compliance with standards BS EN ISO 9001:2008 & BS EN ISO 14001:2004 (the quality management and environmental management systems) and the Port Marine Safety Code. Substantial time has been invested in redesigning the port's Health, Safety, Environment and Quality system to meet business needs and requirements placed on the Authority.

The Authority has a clear commitment to full compliance with the UK Port Marine Safety Code and recognises its accountability for marine operations and the safe and efficient running of the port.

There has been an immediate focus on health and safety, and the reviewing, updating and development of new risk assessments will be an ongoing activity. The Authority has developed a Safety Plan to meet the requirements of the Port Marine Safety Code and key targets set out in the plan are on track.

Personnel

The Staff of the Authority is as shown on this organisation chart:



Currently 55 staff are employed at the Authority including many long-serving staff members with a wealth of experience. Numbers have risen slightly with the introduction of an additional boat crew and pilot, plus new appointments to the positions of Executive Manager and Maintenance Superintendent. These posts have been added to support increased activity and organisational restructuring.

Training of the workforce continues with a high standard of health, safety and environmental compliance in all departments.

A review is underway of pensions provision for the Authority's workforce with a need to mitigate the liabilities that continue to accumulate in a defined benefit scheme.

The Authority has begun work on implementing a performance management system to assist in reaching its strategic objectives. Once implemented the system will allow the Authority to better explain their objectives to employees and help them focus on the outcomes required to help all objectives to be met.

2016 objectives

- Delivery of updated HSEQ system, including foundation for compliance with 2015 versions of ISO 9001 and ISO 14001
- Complete the review of pensions provision
- Implementation of organisational review and performance management

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INFRASTRUCTURE

Set out in the 2013 Strategy and Business Plan was an ambitious programme of capital projects the Authority had planned in order to improve the facilities available to its customers. Some of these have been completed since 2013 with further projects underway or at various stages of completion. Stand-alone projects that were referred to in the 2013 Strategy and Business Plan included:-

Berth 7 Greenhead

Completed in September 2013, The Authority's Greenhead Berth 7 provides an additional 100 metres of quayside primarily to help support the oil and gas industry. The quay has been built to nine metres depth and along with the adjacent berth 6, it was part of a project costing a total of \pounds 7.6 million. Berth 6 also provides 100 metre plus of quayside, that was brought into use earlier. The quay helped provide vital facilities to the offshore industry during a time of high demand.



Rova Head Laydown

The planned Rova Head laydown development was completed in 2014, this was done with help of a \pm 515,315 grant from the European Regional Development Fund towards the total cost of \pm 1.28 million. This new facility is available to provide support to industrial projects, particularly those associated with the nearby Greenhead and Dales Voe quays.



FISHING RELATED INFRASTRUCTURE

The Authority has been carrying out significant improvements to its infrastructure to make sure the fishing industry in and around Shetland is served well now and into the future. The investment has focused on an area of the harbour around Mair's Yard. This is an alteration for the timeline of the plans included in the 2013 Strategy and Business Plan that included a development at the Point of Scatland. It was felt the Holmsgarth North project provided significantly more benefits to the industry. When complete the project will provide the infrastructure capable of providing high quality facilities for the modern fishing fleet now and for many years to come. The three phases of the investment are:-

Mair's Quay

The Mair's Quay project was completed in 2013. The quay was constructed on 1.45 hectares of land reclaimed at Mair's yard. It provides a 151 metre quay with a minimum six metres' water depth, and is able to accommodate the larger fishing vessels now operating.

The quay was built by local contractors Tulloch Developments at a cost of ± 3.17 million, this was part funded by the allocation of $\pm 965,283$ from the European Fisheries Fund (EFF).

Holmsgarth North

The second phase of the investment plan is the new quay at Holmsgarth North, this is due for overall completion before the end of 2016. A phased completion programme saw the first berth in use in February 2016. The £16.5 million project is being entirely funded from the Authority's own funds and a facility provided by Bank of Scotland.



The jetty is primarily designed to benefit to the fishing sector, providing berthing for the white fish and pelagic fleets as well as shelter for the new fishmarket. The jetty is also designed to be multi user and will be capable of accommodating oil and gas vessels and cruise ships.

One of the significant benefits provided by the new jetty is the significant amount of shelter it provides for Mair's Quay allowing fishing vessels to access the new fishmarket more safely in poor weather conditions.

There is large capacity electricity provision on the quay allowing the largest pelagic trawlers to connect to shore power, as is already in place for white-fish vessels at the quays they use.

Fishmarket

The final phase of the current improvements at Mair's Quay involves the construction of a new fishmarket. Plans for this project are at an advanced stage. The Authority hopes to attract funding from the European Maritime and Fisheries Fund (EMFF) towards this project. It is expected the construction phase of the project will get underway in Spring 2017 with completion in 2018.

Once complete the facilities provided in Lerwick will be set to serve the fishing industry well into the future.

- Complete construction of Holmsgarth North
- Tender Fishmarket project
- Secure EMFF for Fishmarket project



OIL RELATED INFRASTRUCTURE (INCLUDING DECOMMISSIONING)

The Authority has continued to invest in the strong, deep and capacious infrastructure required to support the Oil and Gas industry. These projects are set out below.

Dales Voe Laydown yard

The Authority's project to create a laydown area next to the deep water berth at Dales Voe is nearing completion of the current phase. The project has created a laydown area of over 40,000 square metres by levelling the land behind the quay. The material recovered from the works has been used for other quay projects by the Authority, notably Holmsgarth North and also for the reclamation works and quay construction at the adjacent Dales Voe South.

Dales Voe South

Completed in 2016 the project to extend and upgrade the quay at Dales Voe South provides an excellent quality new asset to the port. The project has more than doubled the length of the quay to 127 metres with a load bearing capacity of 60 tonnes per square metre, making it unique in Scotland. The quay has a depth up to 12.5 metres. The extended quay with its deep water provision, versatile berthing and heavy load capacity allows it to take an offshore structure in a single lift and the substantial laydown area adjacent to the quay makes the facility ideal for decommissioning projects.

The project has been funded with help from Highlands and Islands Enterprise and the Scottish Government who provided grant funding of ± 2.39 million towards the ± 11.95 million cost of the project.





Dales Voe reclamation

Works are continuing on further improving the base at Dales Voe with the reclamation of an area to the north of the quay underway, part of this project includes the provision of further bollard for tying up the variety of vessels the quay is capable of berthing. Additional laydown space of over 4,000 square metres is also provided. Along with this reclamation the Authority is taking the opportunity to redevelop a dilapidated building in the area that is no longer required.

Ultra-deep water quay

The 2013 Strategy and Business Plan included plans for an ultra-deep water quay at Dales Voe with the ability to provide a UK solution for the specific heavy-lift vessels that currently cannot berth in the UK. These plans were taken to an advanced stage and tender prices were received in 2014. The plans have been placed on hold for the time being as the Authority waits to see how the decommissioning industry develops. The Authority has instead concentrated on other projects to serve the immediate needs of the sector.

- Site and surface clearance at Dales Voe to maximise available laydown yard
- Complete Dales Voe South project and Dales Voe reclamation project
- Engage the decommissioning sector to determine timeline of demand for ultra-deep water quay

Further Infrastructure Projects

Other capital projects during the period, include the following:-

Vessel Monitoring System

Completed in 2016 the Authority has replaced its Vessel Monitoring System (VMS) with a new system that utilises the latest technology to improve the handling of ship movements at the port.

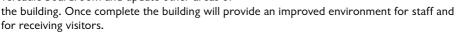
The system has been installed across four sites covering the port area, Port Control in the main building and three remote stations. The system links information from multiple sensors and provides the data in a very user friendly way, it

also extends port control's VHF radio range, displays weather information and has linked CCTV coverage, all of which enhances the efficiency and safety of operations in the harbour. The system has been provided by Transas who contracted local firm H Williamson & Sons for the installation and ongoing maintenance, the total cost of the new system was £450,000.

Albert Building refurbishment

The Authority is in the process of a phased refurbishment of its main office at Albert Building. The first phase of the project is currently under way and when complete will provide a modern reception, office and archive area for use of the Authority's Administration and Finance staff as well as improving access for visitors.

Further phases of building refurbishment will provide new office accommodation, a larger more versatile boardroom and update other areas of



Replacement Kebister

The Authority owns and operates two pilot vessels, *Knab* and *Kebister*. *Knab* was brought into service in 2006 and continues to operate very successfully, *Kebister* is over 20 years old and the Authority is looking to replace it with a sister to the *Knab*. Design work is expected to get underway before the end of 2016 with delivery of the new vessel anticipated in 2018.

This project, along with the new quay at Dales Voe South, the new quay at Holmsgarth North and the new fishmarket, are the four capital projects being part funded by the \pounds 25 million facility from Bank of Scotland agreed in 2014.

2016 Objectives

- Completion of vessel monitoring system project
- Complete first phase of Albert Building refurbishment and award second phase
- Develop timeline for construction and delivery of replacement Kebister





OIL AND GAS (INCLUDING DECOMMISSIONING)

Low oil prices have curtailed the offshore investments that have driven recent growth and that level of activity is unlikely to return until the oil and gas sector in the North Sea resets itself to the new reality. The recent high level of investment activity in the oil and gas sector, particularly in large projects to the West of Shetland, was always expected to reduce significantly after 2016. This reduction has been compounded by the continued impact the low oil price is having on future investment projects with many operators unable to commit to large scale projects at present.

Lerwick has been a decommissioning centre for the past decade with the largest single piece of decommissioning yet landed in the UK coming to the port in 2007. Since then, contracts for major platform decommissioning have remained sporadic but the decommissioning yard as Lerwick's Greenhead has remained busy with subsea decommissioning.

With the timeline for future spend on large decommissioning projects uncertain, the Authority has invested in a strategy of building infrastructure of a strength, depth and capacity unmatched elsewhere in Scotland. The port is therefore ready for these opportunities when they eventually materialise.



This new era of cost cutting in the oil and gas industry may also provide opportunities and the Authority is working to promote the benefits it can bring to the industry due to the harbour's geographic location, in particular promoting the cost saving benefits available to the industry of using Lerwick as a port for forward supply. Lerwick harbour's location close to many important oil fields mean there are significant time and cost savings available to the industry from using the port.

Oil and Gas (including Decommissioning) activities since 2013 include:

- Focused stakeholder engagements marketing the port's capabilities
- Celebrated 50th anniversary of Lerwick's ongoing relationship with the oil industry
- Six accommodation vessels supported
- Successful offloading and berthing of a 10,000 tonne subsea oil storage tank, destined for west of the Shetland Islands
- Over 1,000m of deep water berthing and around 100,000m² laydown space delivered

- Marketing of Lerwick's new infrastructure and capability for oil and gas / decommissioning
- Secure new subsea project business for the Port

FISHING (INCLUDING AQUACULTURE)

Fishing and aquaculture remain Shetland's most important economic drivers with the sector worth \pounds 309 million annually. Quota stability is assisting the local fishing fleet to develop and white fish landings on the daily market are stable and the outlook optimistic. The proposed replacement fishmarket and the investment in new boats by the local fleet are very positive indicators for the industry.

Fish processing at Lerwick is primarily the large pelagic processor, Shetland Catch, and the fishmeal and oil producer Shetland Fish Products. Market access difficulties such as Russia being closed due to sanctions, are having a negative effect on this international trade. As a shareholder in each of these companies, the Authority will strive to secure the future for pelagic processing and its wider community benefits to the port.

Aquaculture in Shetland is primarily salmon and mussel farming with a major salmon processor located at the port. Together with daily white fish shipments from the fishmarket, this sector is a major customer of the efficient lifeline ferry links moving a considerable volume of fresh product to their markets.

Fishing (Including Aquaculture) activities since 2013 include:

- Dedicated net mending area created
- Record modern era whitefish landings
- Annual exhibition presence at Skipper Expo, Aberdeen
- Discounted pelagic landing dues rates applied

- · Improve housekeeping at Holmsgarth and Mair's Quay
- Conduct economic appraisal on fish processing at the port



Ferries and Cargo

The ferries and cargo ships carrying domestic traffic to-and-from the islands is a cornerstone of the throughput at the port.

Passenger numbers for 2014 and 2015 have risen steadily with 2016 figures to date in line with 2015.

The level of cargo going through the harbour dropped off in 2015 for the full year from the very high levels of 2013 and 2014, these years were inflated by the large amount of cargo coming through the harbour relating to the construction of the Shetland Gas Plant. This tailed off in 2015 and was complete before the end of the year. The 2016 figures to date have reduced to levels similar to those of 2012.

In addition to passenger and freight ro/ro ferries, Lerwick also has a scheduled container service. Fuel supplies to the islands are also important and fuel tankers deliver products for the domestic market and for ship bunkers.

The Authority engages with this sector so that the port can prepare for any infrastructure changes necessary to support these vital links.

Ferries and Cargo activities since 2013 include:

- Infrastructure repairs to Holmsgarth ro/ro berths
- Fendering replacements and repairs

2016 objectives

• Participate in consultations and forums to inform the port infrastructure required to support the next ferry contract from 2018



CRUISE SHIPS AND YACHTS

A bright note in 2016 is the increase in the leisure sector – both cruise ships and yachts.

2016 holds the record for the highest number of cruise ship visits in a season - 79, the greatest tonnage of vessels and the highest number of passengers. Activity is expected to continue at this level with bookings for 2017 already very strong. The cruise sector is a growing market and the Authority is working hard to ensure Lerwick is seen as a destination of choice for as many ships as possible to continue to bring the benefits to Lerwick and to Shetland as a whole.

Yacht numbers are consistently over 450 in a year and the fine weather and reinstatement of pontoon capacity in 2016 has shown a marked increase in numbers of 22% in the early part of the season.

Plans are underway for a new heavy duty pontoon system which will provide new berthing options for larger visiting vessels and improved shelter for Albert Dock. The Authority is hoping to attract funding from the Coastal Communities Fund (CCF) towards the new pontoon which will complement and expand on the facilities already provided for visiting yachts.

Lerwick prides itself on being a tall ship friendly port and has welcomed many interesting sail training vessels of all sizes throughout the period. Tall ships provide an interesting focal point in the town centre attracting a lot of attention. Statsraad Lehmkuhl celebrated its 100th arrival at Lerwick and proudly calls Lerwick its second-home port with frequent visits throughout the summer season.



Cruise Ships and Yachts activities since 2013 include:

- New partnership with Hjaltibonhoga musicians for delivery of quayside music for the cruise ship Meet and Greet service
- Spanish translation of Welcome from the Sea leaflet
- Special appearances by Lerwick's Jarl squad to enhance the Meet and Greet service
- Representation at Sail Training International Annual Conference
- Refurbishment of one set of visiting yacht pontoons

- Market Holmsgarth North quay to the cruise sector
- Expand bespoke welcome offering to cruise lines seeking innovation
- Submit funding application for new pontoon system



STAKEHOLDER BENEFIT

The Authority has been engaged on a number of non-commercial activities providing support towards various local events, sponsorship opportunities and wider community related causes. Some of these activities for the period include:

Annual Sail Training Shetland sponsorship	£1,000
Annual donations to marine related charities	£2,250
Team kit for Shetland Athletics Squad at the Island Games	£2,000
Pelagic Sculpture project "Da Lightsome Buoy"	£10,000
Cruise ship meet and greet service	£15,500 annually
Shetland Museum and Archives exhibition funding	£1,000
Sponsorship of PhD studentship "The Shetland Boat"	£10,000 annually



Consolidated Income Statement

FOR THE YEAR ENDED 31 DECEMBER 2015

	2015	2014
	£000	£000
GROUP TURNOVER	11,424	13,313
Cost of sales	(6,084)	(6,328)
GROSS PROFIT	5,340	6,985
Administrative expenses	(901)	(1,262)
OPERATING PROFIT	4,439	5,723
Interest receivable and similar income	1	340
Interest payable	(619)	(266)
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION	3,821	5,797
Taxation	(986)	(1,436)
PROFIT ON ORDINARY ACTIVITIES AFTER TAXATION AND PROFIT FOR THE YEAR	2,835	4,361
Profit for the year attributable to:		
Owner of the Parent	2,817	4,343
Non-controlling interest	18	18
RETAINED PROFIT FOR THE FINANCIAL YEAR	2,835	4,361

Consolidated Statement of Financial Position

AS AT 31 DECEMBER 2015

	2015		2014	
	£000	£000	£000	£000
FIXED ASSETS				
Tangible assets		69,659		50,436
Investments		1,824		1,827
		71,483		52,263
CURRENT ASSETS				
Debtors Falling Due within one Year	2,205		2,582	
Debtors Falling Due after more than one Year	1,652		1,640	
Cash at bank and in hand	1,855		5,196	
	5,712		9, 418	
CREDITORS:				
Amounts falling due within one year	(4,326)		(3,564)	
NET CURRENT ASSETS		1,386		5,854
TOTAL ASSETS LESS CURRENT LIABILITIES		72,869		58,117
CREDITORS:				
Amounts falling due after more than one year		(16,081)		(5,471)
PROVISIONS FOR LIABILITIES		(1,195)		(1,257)
DEFERRED INCOME		(7,989)		(6,681)
NET ASSETS EXCLUDING PENSION LIABILITY		47,604		44,708
Pension liability		(4,331)		(4,088)
NET ASSETS INCLUDING PENSION LIABILITY		43,273		40,620
CAPITAL AND RESERVES				
Sinking fund		2		2
Savings fund		70		70
Profit and loss account		47,317		44,096
Pension reserve		(4,331)		(4,088)
ATTRIBUTABLE TO OWNERS OF PARENT		43,058		40,080
ATTRIBUTABLE TO NON CONTROLLING INTEREST		215		540
TOTAL CAPITAL EMPLOYED		43,273		40,620

Key Harbour Information 2015

Number of vessel arrivals	4,970
Gross tonnage of vessel arrivals	11,563,222
Passengers	167,959
Cargo	1,082,068 tonnes
Amount of fish landed	64,166 tonnes
Value of fish landed	£47.1M
Number of pilotage jobs	1,107
Number of properties rented	206
Number of tenants	140
Gross Annual Turnover	£11.4M
Number of staff (Full time equivalent)	55
Size of Harbour (North to South limits)	9 Nautical Miles
Size of Harbour (Inner Harbour)	3 Nautical Miles
Total length of quays	3,767 metres
Prepared laydown sites available	130,000 m ²
Maximum depth alongside	12.5 metres

Lerwick harbour is:

- A 24 hour all weather port with two entrances
- Certified to the British Standards BS EN ISO 9001:2008 and BS EN ISO 14001:2004 and operates a fully integrated Quality Assurance and Environmental Management System which is also compliant with the Port Marine Safety Code (PMSC).
- Fully compliant with the International Ship and Port Facility Security Code (ISPS).
- An international Port approved by H.M. Revenue & Customs and UK Border Agency.

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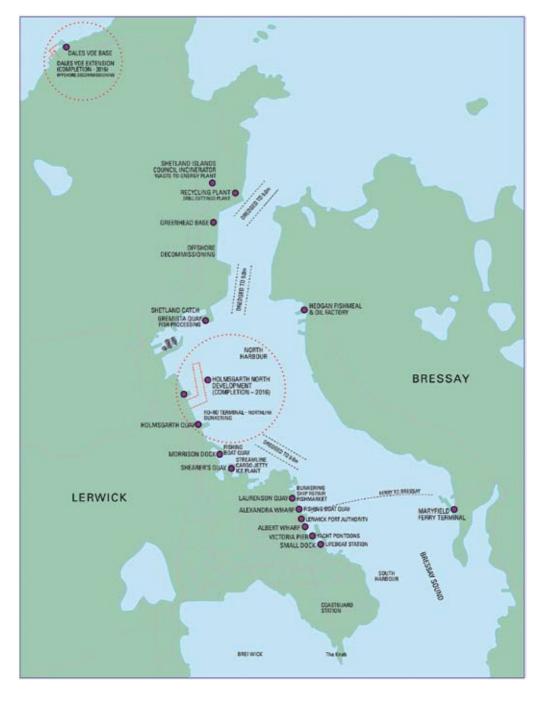
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