

**CALEDONIAN MARITIME ASSETS LTD.**

**Board of Directors Meeting, 16 December 2010  
CMAL Offices, Port Glasgow  
Minute of Meeting and Actions Arising**

**FOISA status – Exemption under Section 30 (prejudice to effective conduct of public affairs)**

**Present:**

G S Johnston (Chair)  
E Ostergaard  
K MacLeod  
G Platten  
G Laidlaw  
L Spencer  
A Duncan

**In attendance:**

N Thomson

**Apologies**

R Davie

**Minutes:**

E Roxburgh

**1. Welcome & Apologies**

The Chairman welcomed everyone to the Board meeting and noted the apologies of R Davie, Scottish Government.

Following Stewart Stevenson's resignation as Transport Minister the Chairman wished to express his gratitude on behalf of the Board for the interest he had shown in CMAL.

**2. Approval of Minutes of 18 November 2010**

The minutes were approved as a true record. The redacted minutes were noted.

**3. Matters Arising**

GL confirmed that, in the absence of anything from Ministers to the contrary, that Scottish Government was content that the MV JUNO was to be re-cycled.

**4. Finance Report**

The Board noted the previously circulated report from the Financial Controller.

4.1 Profit & Loss Account – appendix A (**Redacted under Section 33**).

NT reported that the final contract payment for MV FINLAGGAN is scheduled for 07 April – contract delivery date although clearly this could alter in the event of any delay to delivery. (**Redacted under Section 33**)

4.2 Pensions

NT updated the Board following his attendance, on behalf of the Chairman, at the recent CalMac Pension Scheme Trustee meeting. (**Redacted under Sections 33 & 36**)

NT reported that the MNOF repayment schedule had been agreed. The MNOF annual report would be circulated to Board members.

**Action: NT**

4.3 Public Services Reform (Scotland) Act 2010.

The Board noted the report tabled at the meeting from the Financial Controller regarding information to be published on the CMAL website in support of the Act.

GL advised that John Swinney was being asked to publish spending review memoranda for years 2/3/4. Statement is due in early January. GL further reported that an Infrastructure Investment Board has been created to look at capital projects across Scotland. (**Redacted under Section 33**)

## 5. CHFS, Cowal and Rathlin Contracts

Gourock/Dunoon. GL reported that there were provisional discussions with the EU with regards the timetable for tendering the G/D service.

GP reported that CMAL would be leading on drafting new Harbour Operations, Harbour Access, Fleet Charter and other agreements in advance of the new CHFS tender. Full consultation and discussion would take place with SG. GP also proposed discussing the agreements at the February Board meeting in order to enable the Board to input into this process at an early stage.

## 6. Vessels

The Board noted the report previously circulated by the Director of Vessels.

(**Redacted under Section 33**).

AD reported that he had been invited to sit on the Domestic Passenger Ship Steering Group (DPSSG) which meets twice a year under the auspices of the MCA.

**(Redacted under Section 33)**

Following AD's report that the specification for design B was nearly complete he explained that a possible delay could occur whilst waiting for the MCA to review and approve the submitted safety case with respect to double bottoms.

GP reported that a Hybrid Ferry Information day was planned on the 18<sup>th</sup> February 2011 and that all Board members were welcome to attend. The idea of the day was to raise awareness of the project particularly amongst Scottish manufacturers.

## **7. Harbours & Piers**

The Board noted the previously circulated report from the Director of Harbours & Piers.

LS reported that the Port Ellen HRO had now been now submitted and there have been no objections to date.

Grant in Aid next meeting was scheduled for 13<sup>th</sup> January 2011 after the Board Meeting. **(Redacted under Section 33)**

LS further reported that the contractor was now on site at Kennacraig and that tenders for Port Ellen were expected back later on that day..

LS circulated two additional papers for consideration by the Board

Scottish Power Renewables **(Redacted under Section 33)**.

## **8. Corporate Services**

8.1 The Board noted the previously circulated Corporate Services Report.

8.2 The Board noted the previously circulated Human Resources Report.

## **9. Strategy**

9.1 The Board noted the update on restructuring report from the Chief Executive.

Financial Model. Grant Thornton has been appointed to audit the model.  
**(Redacted under Section 33)**.

**Action: GP**

After an enquiry from EO GP confirmed that there would be no tendering for finance at this stage and, should this take place in the future, it would follow EU requirements.

- 9.2 The Board noted the previously circulated Legal Summary update. GP to put together a draft submission to the SG Finance team prior to going to the Minister.

**Action: GP**

- 9.3 3 & 10 year plans. Board APPROVAL was given to submit the completed plans to Scottish Government for ministerial acknowledgement and approval in accordance with the Financial Memorandum.

- 9.4 Scottish Water Consultation. (**Redacted under Sections 33 & 36**).

## **10. Safety & Risk Management**

- 10.1 The Board noted the previously circulated Health & Safety Report.

- 10.2 The Board noted the previously circulated Risk Report.

## **11. A.O.C.B.**

- 11.1 GL and GP to discuss the new Islay Service.

- 11.2 It was reported that David Middleton, CE of Transport Scotland, was now scheduled to visit on 12 January 2011. GP would prepare a presentation in consultation with AD and LS.

- 11.3 GL reported that 2 non-Executive Director appointments to be made in 2011. Tender returns for recruitment consultants were expected the following Tuesday. GL agreed to keep GSJ involved in the selection process.

- 11.4 GL advised that DML Board have appointed Mr N Quirk for a further three year term. Bob Sinclair has tendered his resignation and would not be replaced.

- 11.5 Dates for next year's meeting were discussed and a revised list is attached to these minutes.

- 12.** The date of the next Board Meeting will be Thursday 13 January 2011.

There being no further business the Chairman closed the meeting by thanking everyone for their attendance and wishing them the Compliments of the Season.