

# REDACTED VERSION

## CALEDONIAN MARITIME ASSETS LIMITED BOARD MEETING

<b>Meeting</b>	Caledonian Maritime Assets Ltd November Board Meeting	<b>Date/Venue</b>	16 <sup>th</sup> November 2015 CMAL Offices Port Glasgow
<b>Meeting Chair</b>	Erik Østergaard	<b>Start Time</b>	<b>0830Hrs</b>
		<b>End Time</b>	<b>1130Hrs</b>

<b>Members Present</b>		<b>In Attendance</b>	
<b>Name</b>	<b>Title</b>	<b>Name</b>	<b>Title</b>
Erik Østergaard	Chairman	Chris Wilcock	Transport Scotland
Mark Forrest	Non-Executive Director	Susan Williams	Executive Assistant
Morag McNeill	Non-Executive Director		
Alistair Whyte	Non-Executive Director		
Tom Docherty	Chief Executive		
Lorna Spencer	Director of Harbours		
Andrew Duncan	Director of Vessels		
Gillian Bruton	Director of Finance		

### **1. MEETING OPENS – WELCOME AND APOLOGIES**

The Chair welcomed those present to the meeting. Apologies were noted from Andrew Duncan.

The Chair advised Chris Fisher would be joining the meeting at Item 9 to deliver a presentation on the Oban Bay Harbour Management Plan.

### **2. APPROVAL OF PREVIOUS MINUTES**

Members agreed the Minute recorded for meeting on 25<sup>th</sup> September was an accurate record of discussions had and decisions made. Approval was given to publish the **redacted** minutes.

### **DECISION**

**Approval** was given to publish *redacted* minutes on the CMAL Website.

### **3. REVIEW OF ACTION REGISTER**

**Action 1** - Marked as complete.

### ***REDACTED SECTION***

### **4. CHAIRMANS UPDATE**

The Chair advised that it was with regret he was informing of Tom Docherty's, CEO, departure from CMAL in April 2016. The Chair thanked TD for all his contribution during his tenure with CMAL and wished him every success for the future.

### ***Redacted Section***

The Chair extended his appreciation to the CMAL team in securing the contract for the 2 x 100m Dual Fuel Ferries with Fergusons Marine Engineering Ltd and acknowledged the dedication of the CMAL team. The Chair requested that thanks were passed to the CMAL team involved on behalf of the CMAL Board.

### **5. PUBLIC SERVICES REFORM (Scotland) Act**

Members **noted** the PSR(S) Act Disclosures. No queries were raised.

## **6. UPDATE ON THE 2 X DUAL FUEL VESSELS**

It was agreed this item would be discussed under Vessels update at item 9.

## **7. BRODICK CONTRACT AWARD**

It was agreed this item would be discussed under the Harbours Update at item 12.

### ***Redacted Section***

## **9. OBAN BAY HARBOUR MANAGEMENT PLAN PRESENTATION – By Chris Fisher**

The Chair welcomed C Fisher to the meeting. Mr Fisher presented slides to the Board on the options for the management of Oban Bay harbour and invited questions from the CMAL Board.

### ***Redacted Section***

A general discussion ensued around the pro's and cons's around CMAL'S involvement in the management of Oban Bay and CMAL's SHA obligations and accountability under the PMSC.

The Chair requested that LS collate further information and bring back to the Board for discussion and decision in January 2016. Further information was requested on harbour revenue and the extent of the risk.

**Action 1:** - LS to bring back further information on Oban Bay Management costs, harbour revenue and the extent of the risk to the January Board meeting.

## **10. FINANCE UPDATE**

GB advised the operating costs are £373k less than budget due to a slowdown in Piers and Harbours spend with the delayed start to Wemyss Bay Linkspan repair.

### ***Redacted Section***

## **11. VESSEL UPDATE**

The monthly vessel report was noted as read.

TD advised that contract for the two 100 x metre dual fuel vessels was executed on the 16<sup>th</sup> of October.

TD advised that the arrangements for the LNG bunkering will be the operator's responsibility and he believes investigations in a number of areas is underway.

TD advised the LOCH SEAFORTH docking will take place week commencing the 29<sup>th</sup> of October and is scheduled to be there for 14 days.

### ***Redacted Section***

## **12. HARBOURS UPDATE**

LS advised that following Board approval the Brodick construction contract has now been awarded to George Leslie Ltd with the first start up meeting scheduled for 25<sup>th</sup> November.

LS informed members that the demolition of the existing fender system at Wemyss Bay has commenced. LS advised that B Sydney has visited the fender supplier in China and was impressed with the manufacturing facility

### ***Redacted Section***

## **13. BUSINESS DEVELOPMENT UPDATE**

The monthly update was noted and agreed as read.

## **14. HUMAN RESOURCES UPDATE**

The monthly HR update was noted as read.

GB advised the pay remit process was on-going and she would feedback to the Board in due course.

***Redacted Section***

**15. HEALTH & SAFETY UPDATE**

The monthly Health and Safety update was noted as read.

**16. AOB**

C Wilcock advised that G Laidlaw would be attending the December CMAL Board Meeting.

**DATE OF NEXT MEETING**

0930hrs – 18<sup>th</sup> December 2015, Port Glasgow

**Meeting Closed**