

REDACTED VERSION

CALEDONIAN MARITIME ASSETS LIMITED BOARD MEETING

Meeting	Caledonian Maritime Assets Ltd December Board Meeting	Date/Venue	18 th December 2015 CMAL Offices Port Glasgow
Meeting Chair	Erik Østergaard	Start Time	0930Hrs
		End Time	1230Hrs

Members Present		In Attendance	
Name	Title	Name	Title
Erik Østergaard	Chairman	Chris Wilcock	Transport Scotland
Mark Forrest	Non-Executive Director	Graham Laidlaw	Transport Scotland
Morag McNeill	Non-Executive Director	Susan Williams	Executive Assistant
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. No apologies were noted.

The Chair thanked everyone for their attendance at the MV Catriona Launch on the 11th of December and congratulated the CMAL team on a successful event.

2. APPROVAL OF PREVIOUS MINUTES

Members agreed the Minute recorded on 25th September was an accurate record of Board discussions and decisions made. Approval was given to publish the **redacted** Minute on the CMAL Website.

DECISION

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

3. REVIEW OF ACTION REGISTER

Action 1 – Marked as on-going.

Action 2 - Was removed as no longer relevant.

4. PUBLIC SERVICES REFORM (Scotland) Act

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

5. UPDATE ON CEO RECRUITMENT

This item was agreed to be discussed at the Remuneration Committee following the Board Meeting.

6. NON-EXECUTIVE BOARD MEMBERS TERMS

This item was agreed to be discussed at the Remuneration Committee following the Board Meeting.

Redacted Section

8. HEALTH AND SAFETY

The previously circulated Health and Safety report was noted as read.

9. PROCUREMENT UPDATE

The previously circulated Procurement Report was noted as read.

10. FINANCE UPDATE

GB advised that the cash flow was positive however advised that financial reports on paper show stress and that remains unchanged.

The funding announcement had been made and GB confirmed that funding for projects Brodick, 2 x 100m Vessels, & Kerrera were incorporated as hoped in line with CMAL plans.

11. VESSEL UPDATE

The monthly vessel report was noted as read.

AD advised the Loch Seaforth was slightly late departing dry dock due to repairs that had to be undertaken on the emergency generator in addition stated that a temporary alternator has been installed until a new alternator can be sourced. AD added that further works will be required on the stern ramp finger flaps.

Redacted Section

The Chair asked what progress has been made by CFL regarding LNG bunkering investigations. AD advised he believed the investigations to be currently on-going.

12. HARBOURS UPDATE

LS advised that Brodick Project is underway with work due to start onsite in January 16.

Redacted Section

13. CORPORATE SERVICES UPDATE

The monthly update was noted and agreed as read.

14. HUMAN RESOURCES UPDATE

The monthly HR update was noted as read.

15. AOB

The Chair expressed best wishes to the Board over the festive period.

DATE OF NEXT MEETING

0930hrs – 25th February, Victoria Quay, Edinburgh

Meeting Closed