

CMAL LIAISON MEETING 24 August 2015 - ROOM 8W02, BUCHANAN HOUSE, GLASGOW

Present

{redacted}	- TS
{redacted}	- TS
{redacted}	- TS
{redacted}	- TS
{redacted}	- TS Comms (Part Meeting)
Tom Docherty (TD)	- CMAL
Gillian Bruton (GB)	- CMAL
Lorna Spencer (LS)	- CMAL
Andrew Duncan (AD)	- CMAL
{redacted}	- CMAL
{redacted}	- Golley Slater (Part Meeting)

Agenda [see Annex A(i)]



CMAL LIAISON
AGENDA 24 August 2

Preferred bidder announcement for the 2 x 100m Vessels

The running order for the agenda was changed slightly to allow discussions with {redacted}, {redacted}, {redacted} and {redacted} to take place relating to the timetable and media handling of the preferred bidder announcement for the two new 100m vessel contract.

The tendering exercise was now complete and an announcement was planned for Monday 31st August 2015.

Discussions regarding the proposed timetable took place regarding the Media handling, the timing of press release(s) and First Minister photo call at Ferguson Marine Engineering Ltd (FMEL).

ACTION {redacted} (TS Comms) and {redacted}

Timeline

- Unsuccessful yards will be informed via Alcatel letters by 5 pm Thursday 27th August 2015;

- FMEL will be informed of Intention to Award 3 pm Friday 28th August 2015 -10 day stand still period will therefore commence; during this standstill period post tender negotiations with the Shipyard would continue.
- Propose to issue call to media on Sunday 30 August 2015 **ACTION {redacted} (TS)**, {redacted} will give handover note as goes on leave Thursday 27th August 2015
- FMEL will be requested not to make any announcement
- {redacted} will send daily updates of announcement of preferred bidder status on Monday 31st August 2015 **ACTION {redacted}**

The proposed preferred bidder status / contract award was still to receive CMAL Board approval. The next CMAL board was scheduled for Tuesday 25th August 2015. A Board paper would be prepared and presented for approval. **ACTION CMAL**

A Ministerial briefing pack was required for the First Minister announcement which was scheduled for 31 August 2015. The pack should be prepared by Thursday / Friday 28 August 2015. **ACTION TS**

1. Previous Minutes

1.1 The minutes of the previous meeting held on 13 April 2015 were agreed for accuracy.

[Minutes out of scope]

1.2 Action Points

7.3 As Transport Scotland has not seen anything relating to harbour dues outwith the CMAL ports, action to is to obtain this information. Martin Dorchester of CFL has offered to take this forward. Lorna agreed to assist. **{redacted} advised that he would speak with Martin Dorchester at tomorrow's meeting. ***Action*** {redacted}**

*4.1 Arrange Tri-partite meeting with Transport Scotland / CalMac and CMAL. **Dates in October / November 2015 for the next Tri-partite meeting would be pursued. ***Action*** TS***

5.4 A further meeting with the CEO of Clydeport to discuss the long term options for the port had been held on 14 April 2015. It was agreed that Lorna Spencer would liaise further with {redacted} to clarify the various workstreams that were envisaged. *****Action*** LS / {redacted}**

1.2.1 The actions (numbered as per previous minutes of outlined in the CMAL Liaison meeting held on 11 November 2014) have been actioned / completed and only the outstanding actions are listed as follows:-

[out of scope]

1.2.2 The actions (numbered as per previous minutes of outlined in the CMAL Liaison meeting held on 13 April 2015) have been actioned / completed and only the outstanding actions are listed as follows:-

[out of scope]

Lorna Spencer confirmed that the outturn figures for the Ullapool project were in line with expectations / Grant award level. With regard to Stornoway, she was unable to comment as Stornoway Port Authority had not supplied her with the appropriate level of records to verify the outturn figure.

2. The evaluation report of the vibration issues on the MV Loch Seaforth had been forwarded to CalMac Ferries Ltd / Masters for their attention.

The performance report on the Hybrid vessel had been finalised by CalMac but was not available to Transport Scotland.

The 3rd Hybrid was progressing well and a number of route had been cited and it was agreed to liaise further with CalMac to identify the preferred route. The choice of routes are Lochaline – Fishnish and Mallaig – Armadale and Lochranza – Claonaig. Suitable charging points at these ports would have to be considered.
*****Action*** TS / CALMAC / CMAL**

TS liaised with CMAL regarding the available budget for the 2 x 100m vessels. This is an on-going matter until the negotiations are concluded between CMAL and the Shipyard.

Gourock – Dunoon

The harbour dues matter is still on – going between CMAL and TS.

2. Ferries Plan

Now that the vessel replacement / redeployment strategy had been finalised it was prudent to discuss and agree the vessel reshuffling options and the associate timetable changes. The question relating to more tonnage would be raised and discussed further at the next tripartite meeting. *****Action*** {redacted} (TS) / Lorna Spencer (CMAL)**

3. Financial matters

UK Government review due October/November 2015. This will be followed by a Scottish Spending Review (published January 2016)
Revenue Budget for 2015/16 is currently overspent by {redacted} (of which {redacted} relates to Ferries).

4. Vessels

3rd Hybrid - MV Catriona

Good progress being made with vessel in line with FMEL build programme. Further steel fabrication has been undertaken and the launch is still scheduled for 11 December 2015. The anticipated delivery date of the vessel is likely to be June / July 2016.

Imtech (electrical sub-contractor) has gone into liquidation, although has been bought out by another company which does not affect the work schedule within the yard.

HYSEAS – Hydrogen Ferry Project

HYSEAS 1 & 2; which are both simulation based have gone well with reports being submitted to Scottish Enterprise.

HYSEAS 3 application for funding had been turned down by EU.

Currently looking into a HYSEAS bid 3 (by FMEL). This will be hardware based in sheds on land. If progressed HYSEAS 4 will be a functional vessel based on the previous 3 projects.

Vessel replacement and deployment plan

The RACI document being prepared by {redacted} for TS will guide the whole process.

To look at disposal of older vessels rather than lying them up. **ACTION – consult with {redacted} / {redacted} (TS)**

5. Harbour Projects

{redacted} (CMAL) gave a brief summary of the current positions regarding a number of harbour projects. See attached summary.



TS Liaison Meeting
Harbours Update.doc [see Annex A(ii)]

Gourock

Complete. The master planning for Gourock was about to start.

Wemyss Bay

The works at Wemyss Bay have been rescheduled to begin in early October 2015. The complete closure of the pier is necessary to undertake these essential repairs, but technical issues with the new fendering system mean that the fenders were not manufactured and delivered in time to be installed within the original closure

period. The cost of these works is estimated at {redacted} and that the works will be completed in February 2016.

Craignure

Meeting with Argyll and Bute Council representatives arranged for 28 April 2015.

Suggested date of 5 June 2015 for a meeting to discuss RET with the Mull Community Council was not suitable. Follow up with alternative dates for meeting with {redacted}. *****Action*****
TS

Brodick

Tenders for Brodick were due to be returned during 1st week in May 2015. With the assessment taking 4 – 6 weeks. *****Action***** CMAL

Tarbert Loch Fyne

The works were due to be finalised by the end of April 2015.

Kerrera

CMAL were ready to award contract for the long term works however, until the leasing / Heads of Term agreements had been finalised matters could not be progressed. *****Action*****
CMAL / TS

Oban No.1

Detailed design on the preferred options were being progressed. *****Action***** CMAL

Oban Master Plan

Website for this project is currently under discussion.

Lismore

Vessel deployment on the route was still under discussion. TS / CMAL to follow this up with CalMac and Argyll and Bute Council. *****Action***** TS

6. Contract issues

Gourock extension

To be signed off / returned ACTION {redacted} (TS)

7. Staffing Issues

It was highlighted that another engineer, {redacted}, had been recruited to assist {redacted} and {redacted}. He would be in post by 1 June 2015.

{redacted} would be on maternity leave in April 2015 and CMAL would not seek additional resources to cover her work load.

In addition, {redacted}, Property Manager was also maternity leave in April 2015 and had been temporarily replaced.

The interim Procurement Manager, {redacted} had been recruited and CMAL were considering making this a permanent full time post. *****Action*** CMAL**

CMAL were considering additional procurement specialists / policy manager to assist them with the CHFS and Gourrock – Dunoon contracts. . *****Action*** CMAL**

{redacted} of CalMac was assisting TS regarding the Vessel replacement and deployment plan.

{redacted} was also assisting TS with regard to Oban / Craignure and other infrastructure projects.

TS advised that they were currently recruiting for a replacement Finance Officer.

It was advised that there were currently operational challenges regarding recruiting seagoing staff for both CalMac and Marine Scotland. {redacted} was liaising with Martin Dorchester of CalMac regarding this matter. *****Action*** {redacted}**
{redacted} of CalMac now assisting TS regarding the Vessel replacement and deployment plan.

{redacted} is now recruited as new Finance Officer, Ferries Unit, TS

{redacted} (TS) is moving over from Policy to Procurement, she will be mainly involved in Northern Isles Ferries

There are two new starts to Ferries Procurement (TS). {redacted} and {redacted} (started today (24th August)

Looking to back-fill 2 vacancies **ACTION TS**

CMAL still have staff on Maternity Leave

CMAL looking to recruit Project Manager for Brodick **ACTION CMAL**

CMAL are currently drafting a Pay Remit for submission **ACTION CMAL**

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8. Pensions

The employers, DML and CMAL, are due to inform the Trade Unions and staff on 30 April 2015 of the start of a formal process of consultation on proposed changes to the CalMac pension scheme. Consultation with Trade Unions and employees would commence 21 May 2015. SG / TS are currently providing an additional {redacted} per annum to “top up” the pension fund.

9. AOB

{redacted} (CMAL) raised issues regarding the Grant in Aid process. It was felt that a process should be set and agreed to. Currently, there are some ports/harbours that are circumventing the current process. **ACTION CMAL / TS**

Require a meeting to clarify position on non-CMAL ports. **ACTION CMAL / TS**

CHFS 2 Tender – meeting between CMAL and Serco being organised.

10. Next Meeting

The next meeting will be arranged for some time in 2015. A suitable date and venue will be identified in due course.

August 2015

**FERRIES UNIT / CMAL LIAISON MEETING
MONDAY 24 AUGUST 2015
10.30AM WITHIN ROOM 8W02, BUCHANAN HOUSE, GLASGOW**

Agenda

1. Minutes / matter arising / action points
2. Ferries Plan / Delivery / Implementation Plan
3. Financial matters, including 2015 Spending review +2015/16 Budget update
4. Vessels
 - MV Catriona
 - Update on the 2 new ferries
 - HYSEAS – Hydrogen Ferry Project
5. Piers and harbours
 - Gourock
 - Wemyss Bay
 - Craginure
 - Brodick
 - Ardrossan
 - Tarbert LF
 - Kerrera
 - Oban (Pier No1)
 - Oban Bay Harbour Management Plan
 - Lismore
6. Contract Issues
 - Current CHFS contract
 - Gourock – Dunoon
7. Staffing issues
8. Pensions
9. AOB
10. Date of next meeting

**TS Liaison Meeting Harbours Update
Monday 24th August**

Gourock

- All works complete for Wemyss Bay closure, master planning exercise now underway

Wemyss Bay

- Following approval of a paper to the Board, George Leslie has now been notified that their tender has been successful. The contract will be issued after the 10 day “standstill” period during w/c 24th August. The contractor’s tender programme shows a completion before Easter 2016. The Contract Price will be {redacted} which includes the linkspan refurbishment.
- The fender supplier is continuing with manufacture. They have improved on their initial delivery programme to tie in with the contractors proposed construction sequence. We have indicated to the supplier that we would like to undertake 2 factory visits during the manufacturing period so we can confirm directly that work is progressing in line with their programme and ensure that any defects are identified and rectified prior to shipment. Fender costs have risen to {redacted}.
- Overall, the project budget has increased from {redacted} to {redacted} including the linkspan works. Most of the additional costs relate to the pier fendering.
- Further public meetings will be planned for early September in advance of the planned start date of 1st October.
- Discussions have taken place with our solicitors and separately with Atkins regarding our costs and Atkins claimed fees. A separate paper is included outlining the current position.

Craignure

- Last meeting held on 24/7/15
- Initial review by consulting engineers complete
- Initial indications provided that the IoL could be accommodated on existing fendering
- Initial report being developed further into a master plan

Brodick

- The tender assessment has taken longer than anticipated, but a preferred bidder has been identified and a value engineering process is underway. It is hoped a recommendation for award will be forthcoming.
- A full separate paper on the Brodick project is included in these board papers.
- It is the intention to issue the PAS tender once the main works contract has been awarded.
- Budget costs below;

Item	Party	Price	Contingency	Amount
Main Construction Works	George Leslie Ltd	{redacted}	15%	{redacted}
Site Supervision and Construction Admin	CH2MHill	{redacted}	10%	{redacted}
PAS Works (to be	TBC	{redacted} (est)	10%	{redacted}

tendered)				
CMAL Project Manager	TBC	{redacted} (est)	10%	{redacted}
Grand Total				{redacted}

Ardrossan

- No progress being made,
- NAC taking lead on Clydeport liaison
- Further discussion between {redacted} and {redacted} required

Tarbert LF

- MV Lochinvar is berthing on extended berth, works are contractually complete, snagging works on-going.
- Shore to ship electrical supply ownership requires to be resolved. TLFHA claim CMAL own and vice versa.
- Construction Grant in Aid uplift approved from Transport Scotland.
- Works were completed approx. 71 days behind programme.

Kerrera

- This project is awaiting return of signed CMAL Lease Heads of Terms.
- Construction works have been tendered and a revised programme has been requested from the preferred bidder. Revised construction start date is Jan/Feb 2016.
- Board approval will be sought to award this contract that will be 100% funded by Transport Scotland, once the HoT's are in place with IKDT.

Oban (Pier No1)

- Report complete works have been identified in the interim prior to the major works to Oban No.1 Linkspan replacement.

Oban Bay Harbour Management Plan

- Website is now live <http://www.obanharbour.scot/>
- There has been some good local press on the work of the group and stakeholder engagement.
- Loch Lomond seaplanes are feel that they have not been consulted and are unhappy with the communications guidance on the website, there have been a number of MSP's copied into communications. The obligations are not onerous, to provide an ETA and ETD and he has been consulted extensively over the last 18 months
- Work continues on the delivery of phase 1, phase 2 not being progressed at the moment

Lismore

- nothing to report in this regards

REDACTED VERSION**MINUTE OF THE CALEDONIAN MARITIME ASSETS LTD BOARD MEETING**

Meeting	Caledonian Maritime Assets Ltd August Board Meeting	Date/Venue	25 August 2015 Scottish Government Offices Victoria Quay
Meeting Chair	Erik Østergaard	Start Time	1000Hrs
		End Time	1230Hrs

Members Present		In Attendance	
Name	Title	Name	Title
Erik Østergaard	Chairman	{redacted}	Transport Scotland
Mark Forrest	Non-Executive Director	{redacted}	Transport Scotland
Morag McNeill	Non-Executive Director	{redacted}	Transport Scotland
Tom Docherty	Chief Executive	{redacted}	Head of Engineering
Lorna Spencer	Director of Harbours	{redacted}	Technical Superintendent – Vessels
Andrew Duncan	Director of Harbours	{redacted}	Financial Controller
Gillian Bruton	Director of Finance	{redacted}	Board Secretariat

1. MEETING OPENS – WELCOME AND APOLOGIES

The Chair welcomed those present to the meeting and noted apologies from Alistair Whyte.

The Chair welcomed {redacted}, {redacted} and {redacted} to the meeting who were present to assist in discussions in relation to various projects.

The Chair advised that {redacted} and {redacted} from AON would join the meeting at Item 15 – Pensions – to deliver presentation regarding the Calmac Pension Scheme.

2. APPROVAL OF PREVIOUS MINUTES

The Chair enquired if Members had any comments on the previous minutes from 17th June. GB requested removal of paragraph 2 under the Item8/CHFS 2.

Following the above amendment being made approval was given to publish the redacted minutes on the CMAL Website.

DECISION

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

3. REVIEW OF ACTION REGISTER

Action 1 - Was marked as on-going. {redacted} stated that this would be discussed at 2 x 100 metre vessel meeting with CFL, CMAL and TS on the 27th August.

Action 2 - Was marked as on-going. {redacted} stated that this would be discussed at 2 x 100 metre vessel meeting with CFL, CMAL and TS on the 27th August.

Actions 3 to 11 were marked as complete.

4. CHAIRMANS UPDATE

The Chair advised he would provide relevant comments/updates under each agenda item.

5. PUBLIC SERVICES REFORM (Scotland) Act

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

6. FINANCE

GB advised that information requested from CMAL has now been submitted to Transport Scotland. The ITT was published on the 31st of July.

GB requested approval of the Annual Accounts 2014/2015 which have been previously approved by the Audit Committee on the 25th August.

DECISION

Members **Approved** the 2014/2015 Annual Accounts.

Redacted Section

7. VESSELS

The monthly vessels business area update was agreed as noted as read.

8. HARBOURS

The monthly Harbours business area update was agreed as noted as read.

9. BUSINESS DEVELOPMENT

The monthly Business Development Business Area update was agreed as noted as read.

10. CORPORATE SERVICES

The Corporate Services was noted as read.

With reference to the Records Management Plan submission. LS advised that {redacted} has prepared a CCTV section to be included in the Data Protection Policy and agreed to forward to {redacted}.

ACTION 2 – LS to forward CCTV sections to {redacted} for incorporation into the Data Protection Policy and subsequently in the Records Management Plan.

DECISION

Board Members **Approved** the extension of use of the free staff ferry travel benefit to include immediate family.

11. HUMAN RESOURCES

The monthly vessels business area update was agreed as noted as read.

12. HEALTH AND SAFETY UPDATE

The monthly Health & Safety business area update was agreed and noted as read.

Redacted Section(s)

15. PENSIONS PRESENTATION

{redacted} and {redacted} joined the meeting to deliver a presentation on the CalMac Pension Fund.

16. AOB

Redacted Section

{redacted} also wished to thank TD, LS and {redacted} for welcoming the TS Board to Oban and for arranging a tour around the facilities.

The Chair requested the {redacted} commence planning of the 2016 Board Meetings.

Action 5: {redacted} to commence planning of the 2016 Board

Meetings. Meeting Closed

17. DATE OF NEXT MEETING

25th September 2016

Mull Ferry Services & Associated Works Meeting

Three Villages Hall, Arrochar
15 September 2015

Attendees

Jim Smith (JS), Argyll & Bute Council
Pippa Milne (PM), Argyll & Bute Council
Peter Breslin (PB), CalMac Ferries Limited
{redacted}, CalMac Ferries Limited
Lorna Spencer (LS), CMAL
{redacted}, Transport Scotland
{redacted}, Transport Scotland

Apologies

{redacted}, Transport Scotland
Drew Collier (DC), CalMac Ferries Limited

1 – Actions from Previous Meeting

- Actions were covered under all other agenda items.

2 – Feedback from Mull RET Group Meeting

- The feedback at the last Mull RET group meeting was generally positive. Concerns were however, highlighted in relation to the current PAS and how passengers would access a second vessel next year. {redacted} requested any final comments on {redacted} draft minutes. Next meeting scheduled for 5 October on Mull.

3 - Alternative Vessel Deployment

- {redacted} provided an update on the alternative vessel deployment, advising that CFL had developed 4 options, 2 of which had been taken forward for further assessment and costing. A paper has been presented to the Minister recommending acceptance of a preferred option, the details of which would be made available when approved. (Post meeting update: preferred option which provides additional capacity on the Oban to Craignure route and allows a commutable service from the Island approved by Minister and press release issued – consultation by CFL with communities now underway)
- PM asked that A&BC are given early sight of the proposals before any announcement is made to enable any issues to be identified (Post meeting update: A&BC advised of proposed changes and proposed press release before issue)

4 – Craignure – Future Requirements

- {redacted} advised that TS were still waiting for the specification of future vessel requirements for Craignure from CFL. PB advised that this work is ongoing and will be made available within two weeks
- PM highlighted a nervousness from A&BC in seeking approval from members to progress any work in relation to Craignure when there is no definitive direction in terms of the vessel strategy for the route in the future. {redacted} noted that the Vessel Replacement and Deployment Plan was to be published shortly and undertook to provide A&BC with an advance copy.

5 – Oban

- LS advised that further detailed work would be required in relation to the marshalling capacity at Oban. This will require further details on the proposed timetable for next summer to identify any pinch points.
- JS highlighted that Oban was more of a concern to the council in traffic terms and offered to work with CMAL to identify potential off-site locations that could be used to stack ferry traffic if required in the future.

6 – Project Risk Register

- {redacted} presented a revised version of the risk register for the project, covering the short term measures at present. Project team members were asked to review the contents and provide any additions/changes to {redacted} by the end of September.

7 – Gigha

- {redacted} confirmed that Gigha remains CFL's preferred route for deployment of the MV Catriona. JS advised that A&BC are still trying to locate the previous report on Gigha.

8 – Future Role of the Group and Future Project Meetings

- Following a discussion on the format/frequency of future meetings - which noted a number of "live" issues including the confirmation of summer 2016 timetables, the rollout of RET at the start of the winter season and the A&BC fees and charges review - it was agreed that meetings should continue on a monthly basis at present.

9 – AOCB

- PM suggested that there could be potential opportunities to combine communications on RET/service enhancements with Tax Incremental Funding Initiatives around Oban. {redacted} agreed to consider these for any future communications.

At the meeting the following actions were recorded.

ACTION : TS to pass details of proposed vessel re-deployment to A&BC prior to communication release.

ACTION : {redacted} to forward advanced copy of the Vessel Replacement and Deployment Plan to A&BC.

ACTION : CFL to determine required specification of vessels required for future use at Craignure and forward to TS along with any additional requirements for Craignure Pier by 29/09/15.

ACTION : Following receipt of information from CFL, TS to write to A&BC advising of the required specification for future operation of Craignure Pier.

ACTION : CFL to further develop timetables once vessel re-deployment is approved and liaise with LS in order to establish marshalling requirements at Oban and any potential impacts.

ACTION : All project team members to review project risk register and communicate any additions/changes to {redacted} by the end of September.

ACTION : A&BC to continue to try and locate previous report in relation to accommodating a hybrid vessel on Gigha.

Transport Scotland
September 2015

Annex D

REDACTED VERSION

CALEDONIAN MARITIME ASSETS LIMITED BOARD MEETING

Meeting	Caledonian Maritime Assets Ltd September Board Meeting	Date/Venue	25 th September 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	{redacted}	Transport Scotland
Mark Forrest	Non-Executive Director	{redacted}	Executive Assistant
Morag McNeill	Non-Executive Director		
Tom Docherty	Chief Executive		
Lorna Spencer	Director of Harbours	{redacted} (by audio)	Transport Scotland
Andrew Duncan	Director of Vessels	{redacted} (by audio)	Transport Scotland
Gillian Bruton	Director of Finance		

1. MEETING OPENS – WELCOME AND APOLOGIES

The Chair welcomed those present to the meeting and noted apologies from {redacted}.

The Chair advised that {redacted} and {redacted} would join the meeting by audio for agenda item 6.

2. APPROVAL OF PREVIOUS MINUTE

Members agreed Minute for meeting on 25th August was an accurate record of discussions. 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 1,6 & 7 - Was marked as complete.

4. CHAIRMANS UPDATE

The Chair advised he would provide relevant comments/updates under each agenda item.

5. PUBLIC SERVICES REFORM (Scotland) Act

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

Redacted Section

7. BRODICK CONTRACT AWARD

LS advised that the Grant in Aid letter was with {redacted} at TS awaiting approval and sign off. {redacted} advised it would be presented to Ministers next week.

8. PENSION UPDATE (N Thomson joined the meeting)

Calmac Pension Scheme

GB advised there has been no progress in terms of the Calmac Pension Scheme since the last meeting attended in August

Redacted Section

9. FINANCE UPDATE

The monthly finance business area update was noted as read.

GB advised finances were tracking close to budget. GB informed that the operating costs were slightly behind due to a slowdown of harbour activity over summer months however meetings have been arranged to discuss anticipated spend to year end.

Redacted Section

The Chair requested that a monthly cash flow update is provided at all Board meetings going forward. GB noted.

10. VESSEL UPDATE

AD advised the Loch Seaforth would dry dock at Cammel Laird on the 29th of October for 3 weeks and advised there were guarantee items to undertake. AD advised that works to increase the width of the stern ramp would also be carried out to enable dual way traffic and that {redacted} and {redacted} would be present at the yard to assist and oversee works.

AD advised that a meeting had been set up with the Environmental Officer regarding the on-going matter of the Loch Seaforth's excessive noise caused by the engine, HGV's loading and various other attributes.

11. HARBOUR UPDATE

The monthly harbour and project status report was noted as read.

LS advised Weymss Bay will be shut down next week to commence the refurbishment works.

LS advised the CCTV tenders have now been evaluated and preferred tendered had been identified.

DECISION: Approval was given to progress with the CCTV contract award.

12. BUSINESS DEVELOPMENT UPDATE

The monthly business development update was noted as read.

13. CORPORATE SERVICES UPDATE

The monthly corporate services update was noted 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.

15. HEALTH & SAFETY UPDATE

The monthly Health and Safety update was noted as read.

Redacted Section

Date of Next Meeting

0830Hrs – Monday 16th November 2015

Meeting Closed

Mull Ferry Services & Associated Works Meeting

Three Villages Hall, Arrochar
24 July 2015

Attendees

Jim Smith (JS), Argyll & Bute Council
Pippa Milne (PM), Argyll & Bute Council
Peter Breslin (PB), CalMac Ferries Limited
Drew Collier (DC), CalMac Ferries Limited
Lorna Spencer (LS), CMAL
{redacted}, Transport Scotland
{redacted}, Transport Scotland
{redacted}, Transport Scotland

Apologies

1 – Actions from Previous Meeting

- Actions were covered under all other agenda items.

2 – Plan A/B/C

- DC confirmed that the recent berthing trials of the MV Isle of Lewis at Craignure and Oban had highlighted issues. As a result it is highly unlikely that the MV Isle of Lewis would be utilised between Oban and Craignure next summer.
- DC advised that CFL are currently working on a number of options for vessel re-deployment across the network, one of the aims of which, would be to provide additional capacity between Oban and Mull.

3 – Craignure

- PM requested that TS write to them to advise of future requirements for Craignure Pier in terms of vessel specification that the pier would be required to handle so that they can gain approval from elected members to proceed with feasibility etc.
- It was agreed that the required specification should be that of the new vessels currently being tendered.
- LS agreed to send specification of new vessels to DC for review in order to finalise required specification.
- {redacted} agreed to provide letter to A&BC.
- PM advised that the next available committee meeting dealing with harbours would be in November.
- LS advised that the PAS design was currently being updated.

- A&BC will investigate the scope of the Harbour Order.

4 – Oban

- LS confirmed the findings of the previously distributed report into berthing the MV Isle of Lewis at Oban.

5 – Mull Community Meeting

- PM/DC highlighted the risk of the Mull RET group straying into other groups territory i.e. Community Council and Ferry Group.
- {redacted} agreed to ask {redacted} to add the terms of reference of this group to the meeting agenda.

6 – Future Project Meetings

- Next meeting 03/09/15 at 2pm in Arrochar (subsequently changed to 15/09/15).

7 – Gigha

- A&BC confirmed they are still trying to source the previous report relating to accommodating a hybrid vessel on Gigha.

At the meeting the following actions were recorded.

ACTION : DC to progress options paper for alternative vessel deployment.

ACTION : LS to forward latest specifications for new vessels to DC.

ACTION : DC to check specification and send to TS along with any additional requirements for Craignure Pier.

ACTION : TS to write to A&BC advising of the required specification for future works to Craignure Pier.

ACTION : {redacted} to contact {redacted} to add 'Terms of Reference' to the Mull Community Meeting agenda.

ACTION : A&BC to continue to try and locate previous report in relation to accommodating a hybrid vessel on Gigha.