

**Summary of matters discussed at a meeting of the Board of the Port of Cromarty Firth
on 30th January 2018.**

Phase 3- Close Out

Finalisation work is ongoing with the contractor and we hope this will be completed in the summer.

Phase 4

The Board were updated with progress in respect of the new Phase 4 development. We are pressing ahead with applications for the consents we require and have engaged with government and local agencies and stakeholders in this regard. Funding discussions have also progressed.

Services Company Sale

The Board were updated as to the current position in respect of the proposed sale of the Port's interest in the Services Company. The sale process is at an advanced stage and is expected to complete during February.

Ex Diamond Rigs

The current status of the ex-Diamond rigs was discussed. The board were advised that SEPA had issued a notice prohibiting the movement of the rigs from the Firth pending investigation around the new owner's intentions for the rigs.

HSEQ

The Port's HSEQ improvement plan was discussed. It was noted that Global Energy's oil spill response plan was out for consultation. Also the HSEQ training undertaken in the period was summarised.

Operations

Recent operations were summarised for the Board. Both SHL heavy lift vessels had visited the Port recently. The heavy lift dry haul vessels booked for removal of the ex-Diamond rigs remained in the Firth but mobilisation crews and anchor handling vessels had been stood down. The annual hydrographic survey is due to commence in February. The water tank refurbishment is 80% complete. The Port is now in receipt of both licences required for decommissioning (RSA and PPC).

Finance

The 2017 financial performance was summarised for the Board.

Marketing

The Board were advised of the new legislation which has given rise to the establishment of the Scottish Parliamentary Lobbying Register.

The current status of the public consultation exercise for the Phase 4 expansion was presented to the Board.

**Business Development**

Decommissioning remains a focus of business development currently. The Port has been very active in this sector and hopes to announce its first contract shortly. Also the current arrangements for the supply of marine fuel were being reviewed.

HR

The Board were advised that Iain Dunderdale will complete his employment with the Port at the end of January 2018.

Next Board Meeting

The next Board meeting is scheduled on 30th March 2018.