

**Summary of matters discussed at a meeting of the Board of the Port of Cromarty Firth
on 25th May 2018.**

Phase 3- Close Out

The status of close out activity on Phase 3 was discussed. M & H are due to install the fender brackets in the next 2-3 weeks.

Phase 4

The current position regarding the planned Phase 4 expansion and ongoing discussions with the prospective first client user was summarised for the Board. The marine licence approvals from Marine Scotland are due mid-August.

Ex Diamond Rigs

The current status of the ex- Diamond rigs was discussed. The Board were advised that the SEPA movement prohibition remains in place and the rigs remain in the Firth.

HSEQ

The Board were advised of the latest safety and environmental incidents. It was noted once more that there had been no recorded breaches of the Hi-vis vest policy in the period. We continue to work towards 14001 accreditation. The stage 2 audit is scheduled for July.

Operations

Recent operations were summarised for the Board. The schedule of the ongoing Base office refurbishment was also discussed. This is due for completion at the beginning of August.

Finance

The financial performance to the end of April 2018 was summarised for the Board.

Marketing

Preparations for the Annual Public Meeting scheduled in September are ongoing. The Board were also advised that the Port will host a meeting of the British Ports Association and of the Board of Aberdeen Harbour in June.

Business Development

Work continues to be focussed on renewables and decommissioning opportunities.

HR

The Board were advised that the Port is still looking to recruit a further pilot.

Next Board Meeting

The next Board meeting is scheduled on 27th July 2018.