

**Summary of matters discussed at a meeting of the Board of the Port of Cromarty Firth
on 23rd November 2018.**

The main points to be discussed in detail concerned the Phase 4 expansion. The Board were asked to note the contents of the other reports. Any items arising from them would be covered by exception.

HSEQ

The Board were advised of the latest safety and environmental performance. The Board were advised of planned improvements to the West Harbour to improve the disembarkation route for cruise passengers.

Phase 4

The Board were advised that the contracts for construction of the Phase 4 extension with Roadbridge, and the first user contract with MOWEL had been signed on 9th November. The Board were given a detailed presentation of the significant elements of both contracts. The funding position was also outlined to the Board.

Operations

Recent operations were summarised for the Board. The Board confirmed the appointment of its Independent Safety Designated Person. The Board were advised the Pilot Plan would shortly be reviewed.

Finance

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

AOCB

The results of the recruitment exercise carried out to recruit new Board members was discussed. Following discussion the Board approved the reappointment of Roger Eddie to the Board and the new appointment of Rhona Harper to the Board both to take effect on 1st January 2019

Next Board Meeting

The next scheduled Board Meeting is 14th December 2018.