



HARBOUR USER CONSULTATIVE FORUM AGENDA & RECORD

Harbour Location:	Brodick & Lochranza	Harbour Manager:	Russell Livesey
Meeting Location:	MS Teams Meeting	Date of Meeting:	03/12/2025
Start Time:	11:00	Chair Name / Role:	Russell Livesey, Area Harbour Manager

Stakeholder Name & Organisation	Role or Stake in the Harbour	Invited	Attended	Apologies
Shona McMillan	CFL Harbour Operations Assistant	Y	Y	
Kevin Eardley	Deputy Area Manager	Y	Y	
David McHardie	CMAL Harbour Master	Y	N	Y
Edward Dowds	CMAL Deputy Harbour Master	Y	N	Y
Montgomery Smedley	ABPmer	Y	N	Y
Paul Semple	P.S Waverley	Y	Y	
Marine Managers (group email)	Peel Ports	Y	N	
Fiona Laing	Harbour User	Y	N	Y
Abigail Macleod	CFL- Marine Superintendent	Y	N	Y



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Agenda Topic	Outline Discussion Content
Attendees	Introduce each attendee to the group meeting and their roles in the Harbour
Previous Minutes	Distribute, discuss and agree previous minutes and actions with Forum
Harbour Authority Terms of Harbour Use	Present/confirm HA Conditions of Harbour Use and any updates, observance of these Conditions and gain feedback from all stakeholders.
Harbour Health, Safety & Environmental Issues	Raise and discuss all health, safety or environmental issues relating to and/or relevant to the Harbour, including relevant Accidents, Near Misses, Safety Concerns and Environmental incidents.
Navigational Safety	Discuss NRA existing and planned controls and discuss requirements placed on Harbour Users; Discuss local views on Navigational Safety, AtoN provision/performance, etc
Engagement & Communication	Discuss the relevant methods used for the Harbour Operator to engage and communicate with all users and/or stakeholders, both corporately and locally
Harbour Development	Outline any forthcoming development works, including potential benefits and gathering local user views where possible; Consider infrastructure works or navigational changes
Harbour Specific Issues	Open forum on issues affecting both the HA and Harbour Users in order to identify problems and potential solutions
Attendee Review	Review and keep list of attendees up to date; Consider any representations from other local interested parties/groups;
Agenda Review	Review content of agenda following meeting
AOCB & Q&A	Other items and any questions

Chair Signature:	<i>Russell Livesey</i>	Date:	03/12/2025
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Topic	Minute of Committee	Action By	Target/ Complete Date
Previous Minutes	Previous minutes were not reviewed.		
Harbour Authority Terms of Harbour Use	<p>RL presented a set of slides to attendees. The slide set is intended to follow the general Agenda of the meeting.</p> <ul style="list-style-type: none"> Explained the function of CMAL and CFL. Noted the Statutory Harbour area for both Brodick & Lochranza. RL noted the plan to increase SHA at Lochranza. 2 members of CFL staff will support during Waverley visits at Lochranza next season. Barriers are also being arranged to support the operation. Anticipate 3 Waverley dates this year. Noted the Shore Area and CFL's area of responsibility. Shared resources for information that may be of benefit. Vessel arrival process - RL to share Vessel Movement Declaration with Waverley Bridge. <p>(Refer Slides 2-5)</p>	RL	
Harbour Health, Safety & Environmental Issues	<p>The items as noted on the slide deck were discussed.</p> <ul style="list-style-type: none"> RL noted 2 recent accidents at Brodick (heavy contact and vessel ran aground) and 3 near misses (loss of lighting, vessel technical difficulties on approach, chafed ropes during storm). RL noted 2 recent accidents at Lochranza (mooring lines parted and loss of propulsion) and near misses (swimmers in water). <p>(Refer Slides 6-9)</p>		
Risk Assessment	<ul style="list-style-type: none"> RL advised the top 3 ranked hazards for both Brodick and Lochranza. RL encouraged completion of the Navigational Safety Questionnaire. No changes to standing NtMs. <p>(Refer Slides 10-11)</p>		
Harbour User Communications	<p>RL advised the purpose & frequency of the HUCF as well as the relevant CFL Staff and their responsibilities.</p> <p>(Refer Slides 12)</p>		
Harbour Development	<p>RL advised that no marine development projects planned at this time for either Brodick or Lochranza.</p> <p>(Refer Slide 13-14)</p>		
Harbour Specific Issues	<p>No specific issues raised</p> <p>(Refer Slide 15)</p>		
Attendee Review	(Refer Slide 16)		
Agenda Review	(Refer Slide 16)		



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AOCB & Q&A	RL & KE to share timetable with PS to allow planning for Waverley timetable. PS noted that the operation at Brodick & Lochranza has been working well. Meeting Closed at 11:33 Next Meeting Date TBC (Refer Slide 16)	RL & KE	
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