



**HARBOUR USER CONSULTATIVE FORUM  
AGENDA & RECORD**

<b>Harbour Location:</b>	Largs	<b>Harbour Manager:</b>	Russell Livesey
<b>Meeting Location:</b>	MS Teams Meeting	<b>Date of Meeting:</b>	26/11/2025
<b>Start Time:</b>	13:30	<b>Chair Name / Role:</b>	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	
Taylor Cairns	CFL Port Manager	Y	Y	
Kirsty Taylor-Walsh	CFL Deputy Area Manager	Y	N	Y
David McHardie	CMAL Harbour Master	Y	N	Y
Edward Dowds	CMAL Deputy Harbour Master	Y	N	Y
Donald Stirling	CFL Marine Superintendent	Y	N	
Paul Semple	P.S Waverley	Y	Y	
Gary Stevenson	Chief Officer P.S Waverley	Y	Y	
Hamish Munro	Clyde Marine Services	Y	N	
Ian Murdoch	Harbour User	Y	N	
Richard Heaton	Hebridean Princess	Y	N	
Marine Manager (group email)	Peel Ports	Y	N	
Tomasz Bukowicki	Serco	Y	N	



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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:	27.11.25
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Topic	Minute of Committee	Action By	Target/ Complete Date
<b>Previous Minutes</b>	Previous minutes were not reviewed.		
<b>Harbour Authority Terms of Harbour Use</b>	RL had prepared a set of slides to share with attendees. The slide set is intended to follow the general Agenda of the meeting.  <p style="text-align: right;"><b>(Refer Slides 2-5)</b></p>		
<b>Harbour Health, Safety &amp; Environmental Issues</b>	No concerns noted at this time from any of the attendees. RL touched on some incidents which had occurred since the last meeting.  <p style="text-align: right;"><b>(Refer Slides 6-9)</b></p>		
<b>Risk Assessment</b>	New NRA has been complete and awaiting final consultation.  <p style="text-align: right;"><b>(Refer Slides 10-11)</b></p>		
<b>Harbour User Communications</b>	No concerns will communications raised between the attendees  <p style="text-align: right;"><b>(Refer Slides 12)</b></p>		
<b>Harbour Development</b>	No development of Largs is planned at this time  <p style="text-align: right;"><b>(Refer Slide13-14)</b></p>		
<b>Harbour Specific Issues</b>	PS Waverley noted that there had been some issues with the radio communications in the last season. To be tested again during berthing trials at end of April/end of May.  PS Waverley attendees have also mentioned concerns with regards to fishing buoys in the path of their approach into Largs, RL will ask the Port Manager to, if possible, ascertain as to who these buoys may belong to and approach said vessel.  <p style="text-align: right;"><b>(Refer Slide 15)</b></p>	Feb 26 (or when vessel to be seen doing this)	
<b>Attendee Review</b>	All correct at present  <p style="text-align: right;"><b>(Refer Slide 16)</b></p>		
<b>Agenda Review</b>	No request for Agenda updates  <p style="text-align: right;"><b>(Refer Slide 16)</b></p>		
<b>AOCB &amp; Q&amp;A</b>	Meeting Closed at 13:44  Next Meeting Date TBC  <p style="text-align: right;"><b>(Refer Slide 16)</b></p>		