



HARBOUR USER CONSULTATIVE FORUM  
AGENDA & RECORD

<b>Harbour Location:</b>	Gourock	<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>	11:00	<b>Chair Name / Role:</b>	Russell Livesey, Area Harbour Manager

<b>Stakeholder Name &amp; Organisation</b>	<b>Role or Stake in the Harbour</b>	<b>Invited</b>	<b>Attended</b>	<b>Apologies</b>
Shona McMillan	CFL Harbour Operations Assistant	Y	Y	
David McHardie	CMAL Harbour Master	Y	N	Y
Edward Dowds	CMAL Deputy Harbour Master	Y	N	Y
Kirsty Taylor-Walsh	CFL Deputy Area Manager	Y	N	Y
Donald Stirling	CFL Marine Superintendent	Y	N	Y
Jonathan Rennie	CFL Port Manager	Y	Y	
Montgomery Smedley	ABPmer	Y	N	Y
Hamish Munro	Clyde Marine	Y	N	
Marine Managers (group email)	Peel Ports	Y	N	
Alex Roberts	Brora Fishing	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
Previous Minutes			
Harbour Authority Terms of Harbour Use	<p>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> <p>Meeting closed at 11:10 as only CFL in attendance.</p> <p>Slides available to view on website.</p> <p style="text-align: right;">(Refer Slides 2-5)</p>		
Harbour Health, Safety & Environmental Issues			
	(Refer Slides 6-9)		
Risk Assessment			
	(Refer Slides 10-11)		
Harbour User Communications			
	(Refer Slides 12)		
Harbour Development			
	(Refer Slide13-14)		
Harbour Specific Issues			
	(Refer Slide 15)		
Attendee Review			
	(Refer Slide 16)		
Agenda Review			
	(Refer Slide 16)		



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AOCB & Q&A	Meeting Closed at 11:10 Next Meeting Date TBC  (Refer Slide 16)		
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