

## Oban Bay Management Group Terms of Reference

### Aim

To continuously improve the marine safety and efficiency of the harbour and its environs for the benefit of all users.

The Group was formed in 2008 (Oban Harbour Management Group) initially by Argyll and Bute Council with representatives of Caledonian Maritime Assets Ltd, CalMac Ferries Ltd and Northern Lighthouse board.

### Objectives

- To work in partnership towards the agreed aim.
- Bi-monthly meetings of Group Partners with input from other operational users as required.
- Review recorded marine incidents and act on outcomes.
- Review and update NRA and implement any mitigating measures identified
- Consider, evaluate and make recommendations to group partners with respect to the development proposals within Oban Harbour for the benefit of the community and its stakeholders.
- Engage with local groups, organisations and associations to realise opportunities as they arise and to evaluate fit with the Harbour Management.
- Provide and manage a forum that allows for engagement and interaction with all harbour users and facilitates communications between the different groups.
- To implement the most effective SHA solution as agreed by the OBMG that provides the appropriate legal framework to manage the marine activity.

### Accountability

- The meetings will be organised and recorded by the Oban Bay Harbour Manager
- An appointed Chair will chair the meetings and be responsible to ensure the TOR are delivered.

### Review

- The performance, functionality and terms of reference of the OBMG will be reviewed annually.
- The position of the Chair will be reviewed annually and will be formally proposed and seconded. This will be recorded

### Working Methods

- Meetings will be held every 2 months
- Agenda and papers will be distributed 7 days in advance of the meeting
- Minutes / actions to be recorded and distributed to the OBMG members within 10 days, with a view to be finalised within 20 days and published on the website within 30 days
- There will be an agreed standing agenda with additional items being added on a needs basis
- Other parties may be invited to attend meetings as and when appropriate

### Group Partners are represented by:-

Roddy McCuish, A&BC  
Lorna Spencer, CMAL  
David McHardie, CMAL  
Cameron McPhail, CFL  
Paul Jennings, OBMG  
Ewen Mackerchar, NLB  
Phil Day, NLB  
Stewart Clark, A&BC  
Vicki McKenzie, A&BC  
Tony Bennet, Oban Bay Stakeholder Group