

Minutes

Mossmorran & Braefoot Bay Community & Safety Committee Meeting

Date: 10/03/2016

Time: 18:30

Location: New City House, Dunfermline

- Present:** Alex Macdonald, Chair – Burntisland cc
Rachael Turner, Secretary
Alex Haddow – Cowdenbeath cc
Amelia Howie – Lumphinnans cc
Andy Turnbull – Shell
Catherine Cubitt
Dan Moore
Stuart Anderson – SEPA
Willie Allan – Dalgety Bay & Hillend cc
- Absent:** David Burgess – Shell
David Taylor – Cardenden & Kinglassie cc
Gavin Yates – Fife Councillor
Ian Hackers – Exxon Mobil Chemicals Limited
John McColl – Dalgety Bay & Hillend cc
John Raine – Shell
Peter Lockhart – Fife Councillor
Robert Arnott – Crossgates cc
Ron McKenzie – Auchtertool cc
Susan Leslie – Fife Councillor

- 1. Apologies for Absence**
 - David Taylor – Cardenden & Kinglassie cc
 - Gavin Yates – Fife Councillor
 - John McColl – Dalgety Bay & Hillend cc
 - John Raine – Shell
 - Susan Leslie – Fife Councillor
- 2. Declaration of Interest**
 - None
- 3. Minutes of Previous Meeting**
 - Requested changes have been made.
- 4. Current Situation Reports**
 - 4.1 Shell UK LTD – Circulated Report**
 - Safety

- Personal Safety – no recordable Injury Cases over the last quarter. The site achieved one year TRC free in 10th December. Total Reportable Cases (TRC) is the sum of injuries resulting in fatalities, permanent total disabilities, lost workday cases, restricted work cases and medical treatment cases.
- Process Safety – nothing to report.
- Environmental – following execution of additional boreholes for groundwater monitoring at Mossmorran, one of the new boreholes, when sampled, indicated a reading of glycol in water above background levels. This borehole was resampled with a return to acceptable reading levels over the next two sample readings. The reason for the elevated ‘one-off’ reading within the new borehole has not been definitively determined as the quick subsequent return to background level readings nullifies many theories.
- Emergency planning exercises
 - Monthly ECC Exercises continue to be well supported by the emergency services. Events held 17th December, 28th January, and 25th February with the next one on the 24th March. These alternate between Mossmorran and Braefoot Bay scenarios. There will be no major exercises in 2016. (No requirements to under go COMAH, as last major exercise was 2015).
- Mossmorran Activities
 - All modules steady during the period.
 - Annual ESD (Emergency Shutdown) Test successfully completed 8th Feb for all Modules except Module 2, which is scheduled for Sep.
 - NGL Processed average/day: (Tonnes)
 - Dec – 9,984
 - Jan – 9,719
 - Feb – 9,731
- Braefoot Bay Activities
 - Propane surge drum outage to repair pump-out pump.
 - Total Ships:
 - Dec – 13
 - Jan – 12
 - Feb – 13
- Community Feedback
 - We have received no community feedback this quarter.
- Visits
 - HSE Inspections:
 - > 2/3rd Feb – Human Factors
 - > 9/10th – Electrical, Control and Instrumentation
 - > Planned 22/23rd March – Mechanical Engineering Inspection

- SEPA Inspections:
 - > 21st January – COMAH
 - > 16th February – PPC

- Feedback received after the COMAH exercise – both Police Scotland and the Scottish Fire & Rescue Service commented on the value they were getting from attending the monthly emergency exercises. These are seen as a real opportunity for relevant emergency services staff to gain vital experience of participating in multi-agency meetings and working with Shell in co-ordinating a response to potential emergencies. The change from Fife emergency services to Scottish emergency service is much more beneficial, the catchment area is wider and a lot of new emergency service staff attending. AT states, at the last emergency exercise, 2 new emergency service attendees were fully aware of the standard procedures to follow. The only disadvantage is their lack of local knowledge, however this will improve.
- Rosyth Aircraft Carrier Alliance on Safety Best Practices meeting
- Members of staff from the plant have been out supporting the delivery of the Tomorrow's Engineers.
- SCDI Young Engineers Clubs at Dundee Science Centre, over 100 young people from 15 challenges and showcase their projects.

- Social Investment and Events
 - Tomorrow's Engineers
Shell is contributing over £1million to expand the Tomorrow's Engineers programme throughout the UK. More schools will be visited this year.
 - Shell Twilight Basketball
Shell Twilight Basketball provides free basketball sessions for all 11-21 years old. In Fife, sessions are running in Levenmouth, Dunfermline and Lochgelly
 - GeoBus – visits to schools in Fife
GeoBus continues to attend various Schools across Scotland.
 - Shell – Skills for Work, Girls in Energy
This programme is a one-year course designed to introduce young women into the energy industry's wealth of career opportunities.
 - Fife Art Exhibition
Shell has been sponsoring the Fife Art Exhibition for 32 years, Shell has funded a series of free art classes across Fife; over 100 people attend the sessions.

- 2016 Calendar
 - March – SCDI Young Engineers Clubs – Dundee Science Centre
 - April – Lochgelly High School Employability – job interviews & work placements
 - May – Tomorrows Engineers Programme – ongoing throughout the year
 - September – New intake of "Girls in Energy"

- November – Fife Art Competition
- National Shell Programmes
 - Shell Group community programmes
 - Shell LiveWIRE – <http://www.shell-livewire.org>
 - Shell Springboard – <http://www.shell-springboard.org>
 - Tomorrows Engineers
- Donations to Local Community Groups
 - Total donations 2016 - £4,585.00

4.2 ExxonMobil Chemicals Ltd – Circulated report

- Safety, Health and Environment
 - 10th February 2016, FEP reached 1,000 days since the last recordable injury onsite.
- Site Visits
 - ExxonMobil Chemical Ltd are participating in various schools careers evenings, explaining the opportunities offered by the apprenticeship programmes.
 - Panning is underway for the 2016 Environmental Pond Visit Programme in May/June.
- Corporate Hospitality
 - The FEP Burns Supper took place on Friday 29th January 2016 at Balbirnie House Hotel.
 - ExxonMobil Chemical Ltd to host guests at the 6 Nations Rugby International, Scotland v France on Sunday 13th March 2016.
- Plant Operations
 - On 8th December 2015, at the Braefoot Bay Marine Terminal, there was a spillage of light lube oil. The hydraulic oil leaked from a failed compression fitting on a hydraulic oil line.
 - Containment was applied immediately to prevent further overflow and the oily water mixture was removed from the secondary containment. Total loss of oil to the environment is estimated to be 200L.
 - SEPA were advised and followed this up via a site visit and the investigation report they concur that based on the location of the release at the far end of the jetty and taking into account the likely effects of dilution and dispersion as well as the low toxicity of the material, the environmental impact of the release has been assessed as minor.
 - SEPA Compliance Assessment Scheme results have now been finalised:
 - > ExxonMobil Chemical Limited—PPC—Braefoot Bay: Excellent
 - > ExxonMobil Chemical Limited—PPC—Mossmorran: Good
 - > ExxonMobil Chemical Limited—CAR—Braefoot Bay: Good

- 26th January 2016 SEPA routine visit to the Braefoot Bay marine Terminal to carry out an annual inspection and a follow up to lube oil spillage. No major issues identified and awaiting final report.
- HSE visited Braefoot Bay in January 2016 to review the fire protection maintenance work being undertaken, work is now complete no follow-up required. This removed the enforcement notice issued in August'15.
- 2015 was the highest ethylene production year since 2008.
- Community Complaints.
 - No attributed community complaints received in the reporting period.
 - 1 unattributed complaint from a Cowdenbeath resident enquiring about the odd cloud formation above the plant in the very cold weather, this was the atmospheric conditions.
- Contributions
 - £1,200 contributed during reporting period.
 - Safety Incentive Scheme – £3,865 contributed during reporting period.
 - 1Q16 ExxonMobil VIP and School Governor Grants will be reported at the next meeting in June.
 - In March 2016, following a company change of Bank for their Low Value Purchasing activities; cheque books will no longer be used locally. We will still be carrying out our Grants and Donations activities but these may now be centralised and processed from Prague, increasing the time it takes to process requests - please bear with us during this transition. Contact Catherine Cubitt if there are problems.
- Other
 - FEP hosted Senior Citizens Burns Lunches on 19th, 20th and 21st January, there was good support from the communities, most filling their guests lists. Around 200 Senior Citizens in total attended a Burns Lunch in 2016.
 - ExxonMobil Chemical Ltd at FEP is supporting the Safe Drive Stay Alive Roadshow, with a donation of £10,000 towards the cost of holding this event in November 2016.
 - ExxonMobil Chemical Ltd have agreed to a sponsorship package of £10,000 for a summer work placement student at The Ecology Centre, Kinghorn, who will also assist ExxonMobil Chemical Ltd at FEP in their summer Environmental Pond Dipping programme. Letters will go out to schools inviting participation in this activity in May/June time.
 - Following an internal review, The ExxonMobil Chemical Education Trust will be closed. However, recruitment of young people to apprenticeship onsite will continue, they will join as 'non-regular' ExxonMobil Chemical Ltd employees. Recruitment for the Modern Apprentice scheme is in August/September 2016.
 - 7 new process technicians were recruited in January.
 - Letters have been sent to all ExxonMobil Chemical Ltd Link Schools extending their support in 2016.

- Generation Science, part of the Edinburgh International Science Festival, have been/will be visiting local schools as part of the ExxonMobil Link Programme, giving a variety of entertaining and informing workshops.

4.3 SEPA – Circulated report Mossmorran Complex

- Freedom of Information (FOI) requests and Official Ministerial Enquiries (OMEs)
 - No requests or enquiries made.
- Complaints
 - No complaints received by SEPA.
- 2015/16 Site inspections
 - Inspection schedule for 2015/16 has been completed.

ExxonMobil Chemical Ltd

- Reportable incidents
 - No reportable incidents notified.
- Non-reportable incidents
 - No incidents with environmental consequences noted.
- IPC/PPC inspection
 - No inspections carried out.
- PPC compliance assessment Scheme rating
 - Braefoot Bay
 - > Excellent – SEPA assesses the licence holder as fully compliant with the licence conditions.
 - FEP
 - > Good – SEPA assesses the licence holder as not quite fully compliant with licence conditions and highlights one or two areas for improvement to achieve Excellent.
 - > The lower rating of good in 2015, compared to the Excellent rating in 2014 was due to the following deficiencies, which resulted in 5 instances of elevated flaring:
 - > Inadequate installation of steam trace heating to prevent build up of ice on equipment.
 - > Deficiencies in operating procedures.
 - > Technician deviated from requirements outlined in an advisory operating procedure.
 - > Deficiencies in training relating to status of the advisory operating procedures.
 - > Insufficient guidance on furnace feed rates in respect of Safe Park emergency response.

- COMAH inspection
 - No inspections carried out.
- Emergency exercises
 - None attended

Shell UK Ltd

- Reportable Incidents
 - No reportable incidents notified.
- Non-reportable Incidents Reviewed
 - No incidents with environmental consequences noted.
- PPC Inspections
 - Inspections at Mossmorran on 15th December, 14th January and 16th February covered the following:
 - > Availability of ground flare during process upsets.
 - > Review of incidents logged in Fountain database.
 - > Site walk around and review of ongoing operations and maintenance activities.
 - > Discussion of operational activities, procedures and training with control room technicians.
 - No areas of concern noted.
- PPC Compliance Assessment Scheme Rating
 - Fife NGL Plant
 - > Good: SEPA assesses the licence holder as not quite fully compliant with licence conditions and highlights one or two areas for improvement to achieve Excellent.
 - > The lower rating of Good in 2015 compared to the Excellent rating in 2014 is due to a higher than normal level of glycol in a groundwater sample from borehole BH102, which is indicative of a spillage or leakage. Follow up sampling/analysis indicated that levels of glycol in the groundwater had returned to background levels.
- COMAH Inspections
 - No inspections carried out.
- Emergency Exercises
 - None attended.

4.4 Fife Council

- No report

4.5 Community Council

Burrtisland cc

- Thank you for the Burns supper, excellent event.
- Thank you for the Burns lunch, all attendees enjoyed the event.
- Burrtisland community action plan – surveys and interviews have been carried out, results can be found on the Burrtisland Community Council website. The results will form a community action plan, thus helping to create projects in the following fields:
 - Art, heritage and culture
 - Local economy and tourism
 - Community and recreation
 - Local services
 - Environment and access
- The projects are planned to last 5 years and may require the companies' support.
- Dalgety Bay are interested in carrying out the same process.

Cowdenbeath cc

- Thank you for the Burns supper invite, unable to attend due to the Friday Night Youth Club in Cowdenbeath.
- The Youth Club has been closed due to lack of staff and the high volume of attendees. Only 3 paid leaders from Fife Council and 4 volunteers attend. Plan to reduce the age limit, thus reducing the numbers, however only 1 more volunteer obtained. Fife Council suggests using the community council funds to pay for volunteers.
- Thank you for the invite to the rugby game.

Lumphinnans cc

- Thank you for the Burns supper invite, unable to attend this.
- Thank you for the Burns Lunch, all attendees enjoyed the event.

Dalgety Bay cc

- Dalgety Bay cc is emulating Burrtisland cc to create a community action plan for Dalgety Bay. The proposal has been approved and will be explained at the community council meeting.
- A Dalgety Bay cc Facebook page has been created, posted about the last flaring incident.
- The Dalgety Bay Diary are struggling for volunteers, thus resulting in the March paper to be the last printed edition. The paper will be available electronically on the Dalgety Bay website until more volunteers are obtained.
- AH thanks Dalgety Bay cc and Mossmorran for the pantomime tickets for the senior citizens.

5. HSE – hazard safety contours and PIZ's

- No report
- Remove from the Agenda

6. AOB

- DM states that Braefoot Bay is potentially expanding to load ethylene, an expansion was carried out in 2012, however more would like to be done. Early stages of the idea, no planning applications are in place at the moment, only informing the committee of the idea.
- AM questions the plan of the expansion, DM states there will be a faster turn around of vessels, more vessels built and will have the ability to compress vapour and send it back to Mossmorran on a larger scale.

7. Date of future meetings:

- Scheduled for 9th June, meeting room can be booked 2 weeks in advance.