# Minutes

**Mossmorran & Braefoot Bay**

**Community & Safety Liaison Committee Meeting**

**Date:** 13/09/2018

**Time:** 18:30

**Location**: New City House, Dunfermline

**Preamble:**

*Cllr Bain advised that at present there was still no Minutes Secretary for the committee and although there was a possibility that such an appointment might be made it was not yet confirmed. Alex MacDonald agreed to take the Minutes for this meeting, so that there would be an opportunity for other options to be confirmed.*

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| Present: | | Alistair Bain, Chair – Fife Councillor | |
|  | | Alex MacDonald – Burntisland CC | |
|  | | John Raine – Shell UK Limited | |
|  | | Teresa Waddington – Shell UK Limited  Alex Rhodes – Shell UK Limited | |
|  | | Craig McCafferty – ExxonMobil Chemical Limited | |
|  | | Catherine Cubitt – ExxonMobil Chemical Limited | |
|  | | Ian Brocklebank – SEPA | |
|  | | Kathleen Leslie – Fife Councillor  Willie Dryburgh – Aberdour CC  David Barrat – Fife Councillor  David Taylor – Cardenden CC  Alex Haddow – Cowdenbeath CC  Amelia Howie – Lumphinnans CC | |
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In attendance:

Miguel Ruiz-Larrea (Shell - Social Performance)

Aleksandra Zayarna (Shell - Social Performance)

Asha Luthra (Shell - Social Performance)

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| **1.** | **Apologies for Absence** |
|  | * Peter Franklin – Dalgety Bay & Hillend CC |
| **2.** | **Declaration of Interest** |
|  | * None. |
| **3.** | **Minutes of Previous Meeting** |
|  | * Minutes were accepted after an amendment as follows:   Page 3, paragraph 4.2, second last bullet to read: “Staff supported all S2 pupils at Lochgelly High School on a variety of engineering challenges.” |
| **4** | **Current Situation Reports** |
|  |  |
| **4.1** | **Shell UK Limited** |
|  | The full Shell report is attached as Appendix A.  Selected extracts:     * Personal safety: One person tripped and fell, resulting in lost time of a few days. * There were no process safety or environmental incidents in this reporting period. * A metering error in 2013-2015 had resulted in under-reporting 0.5% on total plant volumes of fuel used. The error was noticed by Shell and self-reported to SEPA, leading to a mitigated civil penalty of £40k. * A “live play” Emergency Planning Exercise took place at Braefoot Bay. * Planned maintenance took place on module 3. * It is anticipated that the total number of ships at Braefoot Bay will increase over the next few months. * Two community notices were circulated regarding the potential use of the elevated flare; no use was necessary. One notice was issued regarding intermittent flaring caused by a power supply dip. * A noise complaint in Aberdour continues to be investigated and complaints regarding Dalgety Bay plantation activities are being addressed. * Notification details and measures for people in the site’s Public Information Zone have been updated and tested. * There is a new Shell Fife NGL website containing community-related information, which can be accessed here: <https://www.shell.co.uk/energy-and-innovation/meeting-todays-demands/processing-oil-and-gas/shell-fife-ngl.html> * Shell representatives attended the Kirkcaldy meetings hosted by Professor Wilson Sibbet and Lesley Laird MP. * A Community Day held on-site on 16th June had been attended by 11 people, who responded positively to the openness and sharing of information. * The total workforce is 273, including contractors and trainees. * The Girls in Energy Programme for this year includes 20 students from Fife. * Three girls from Fife attended a Shell industry and career event in London. In total, 20 students were selected for a 2-week placement in Aberdeen which included an offshore briefing and awareness of personal development, networking and career opportunities. * Community donations for the year to date are £26,317. * The Tomorrow’s Engineers programme reaches about 200 secondary schools across Scotland to give students hands-on experience and an awareness of technical career opportunities. * Twilight Basketball sessions continue in Levenmouth, Dunfermline and Lochgelly. * Three representatives of the Shell Social Performance discipline (The Hague & Aberdeen) attended this meeting as observers.   In discussion, it was confirmed that the meeting hosted by Lesley Laird and Professor Sibbet had been positive, with participants taking the view that both companies had responded appropriately to reported concerns. The prevailing view was that this Community Safety and liaison committee was the appropriate forum for monitoring environmental impact. The meeting had agreed that more information would be welcomed on the effects of noise, vibration and light, to supplement the air quality monitoring which was already comprehensive.  The Shell plant Community Day on 16th June attracted fewer residents than expected given the level of community concern. It had clashed with local events in Cowdenbeath, Lumphinnans and Burntisland which might have impacted attendance. |
| **4.2** | **ExxonMobil Chemical Limited**  The full ExxonMobil Chemical report is attached as Appendix B.  Selected extracts: |
|  | * There have been no lost time injuries for 8417 days – approximately 23 years. * There have been no recordable injuries for 607 days. * There has been no breach of environmental consent limits for 444 days. * There has been no flaring for 105 days. * The environmental pond dipping programme has ended for the year, with 1,000 visitors having attended from local primary schools. Feedback from teachers and pupils was universally positive. * A visit by Scottish Office personnel was hosted on 23rd August. * Primary 7 pupils from Cowdenbeath visited as part of the Developing Young Workforce programme within the school. * There were four investigative or inspection visits by HSE and / or SEPA. * Routine maintenance work on Furnace 7 has started and will continue until mid-October. * Small donations were made totalling £8,918. * Contact information for people in the site’s Public Information Zone has been updated and tested. * Extended community information is available on the updated plant website at <https://www.exxonmobil.co.uk/en-gb/community/key-locations/fife> * A Twitter feed is also available via @exxonmobil\_fep. * A team from FEP raised £420 for Stroke Scotland from a Tough Mudder challenge. * Another team from FEP raised £1,400 from a charity football match to help purchase a special bed at Victoria hospital in Kirkcaldy. * The provisional dates for the 2018 pantomime are Wednesday 5th and Thursday 6th December. Tickets for 788 senior citizens will be purchased for distribution among the local communities. * Burns Lunch invitations for senior citizens in January will focus on Cardenden, Cowdenbeath, Auchtertool and Lumphinnans. * Three summer students were hosted for 2 months work experience during their degree course in Chemical Engineering. * The total workforce is currently 377, including apprentices and contractors.   In response to questions, it was confirmed that a live play emergency exercise was planned for November. There were already a lot of observers attending but it might be possible to include representatives of this committee. More information would be provided in due course. |
| **4.3** | **SEPA**  The full SEPA report is attached as Appendix C.  Selected extracts:   * The environmental permits held by both companies have been varied, requiring them to produce an assessment of the Best Available Techniques with respect to flaring. An interim report is required by 30th November, with the final report by 30th April 2019. * For operations other than flaring, Shell’s permit is being reviewed against Refinery Best Available Techniques, which is an EU standard. A report is expected by the end of October. * Permit conditions will be reviewed and updated with respect to soil, groundwater, resource utilisation and incident reporting. * Air quality monitoring will be carried out for an extended period. A monitoring trailer and diffusion tubes will be located in a variety of community locations for a number of weeks. * Fuller details of the environmental monitoring proposals are being discussed with NHS Fife and also Health Protection Scotland. Information will be shared shortly with this committee and also the Independent Air Quality Review Group. * SEPA are preparing a summary of their capability for noise and vibration monitoring. Their planned approach will be shared in due course. |
|  |  |
| **4.4** | **Fife Councillors’ report**  Cllrs Bain and Leslie reported that they had received no complaints or questions about Mossmorran or Braefoot Bay from members of the public in the current quarter.  With respect to secretarial support for the committee, the Chairman reported that there was still no likelihood of such support being funded by Fife Council. The Council’s belief that the Community Councils had agreed to share secretarial responsibility was not endorsed by the Community Councils present. However, he had found a volunteer in the person of Darren Todd who would be willing to take on the role formerly occupied by Rachael Turner. In the interests of transparency it was agreed that the new secretary’s political affiliations would not be a relevant factor. It was therefore agreed to invite him to take on the role with effect from the next meeting.  In the light of discussions over many months, it was also acknowledged that Hill of Beath fell within the plants’ geographical interest. It was therefore agreed that Hill of Beath Community Council should be invited to join the committee. |
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| **4.5.** | **Community Councils** |
|  | In addition to comments and questions raised during earlier discussions, it was noted that there had been insufficient nominations for the Community Councils in Lochgelly and Dalgety Bay & Hillend to re-form automatically. They will therefore be in abeyance with effect from the election date of 4th October until such time as Fife Council defines the process for re-forming and receives at least the minimum number of nominations. |
| **5.** | **Any other business.**  The next meetings of the committee are confirmed as follows: |
|  | * 13 December 2018 18:30 * 14 March 2019 18:30 |

**Appendix A:**

**SHELL FIFE NGL**

**COMMUNITY   
& SAFETY REPORT**

**Mossmorran and Braefoot Bay**

**Community & Safety Committee**

**13th September 2018**

**Shell Fife NGL Plant Report**

Covering the period 15 June – 12 September 2018

1. Safety & Environmental

2. Emergency Planning Exercises: Feedback and proposed exercises

3. Shell Fife NGL Activities

4. Braefoot Bay Activities

5. Community Feedback & Information

6. Workforce

7. Site Visits

8. Social Investment & Events

9. Shell Employee Action / Staff Volunteering Programme

10. Donations to local community groups

**1. Safety**

**Personal Safety**

A person working on site tripped and fell while clearing weeds. Overnight, the individual experienced increasing soreness and was away from work for a few days recovering. Thankfully they have recovered well and have returned to normal duties.

**Process Safety**

No Process Safety Incidents to report this quarter

**Environmental**

No Environmental Incidents to report this quarter.

On 12 July we notified the community of a a civil penalty Shell U.K. Limited has paid for a past technical error at the plant. A metering error resulted in an inaccuracy in our annual reportable emissions under the EU Emissions Trading Scheme (ETS) for the years 2013 to 2015.

See section *5 Community* for our community notice regarding the above and three notices regarding the use of flares.

**2. Emergency planning exercises:**

**On Friday, 7 September we notified Dalgety Bay and Aberdour Community Councillors of a Braefoot Bay Emergency Exercise run on12 September.**

A ‘live play’ emergency exercise at Braefoot Bay tested a multi-party response to a release of material with the potential to impact people and equipment on both company sites.

Exercising what to do in the event any emergency, including use of the site alarm, is an important part of being prepared. We periodically jointly test our preparedness for managing incidents andinvolve external observers and role players.

**3. Mossmorran Activities**

We have started a period of planned maintenance on module 3, isolating and emptying module 3 to do work on maintaining piping and valves, as well as our main compressor.

**NGL Processed (Tonnes)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **June** | **July** | **Aug** |
| *NGL Processing (Tonnes)*  *Planned* | *240166*  *260563* | *308313*  *320164* | *259123*  *260276* |
| ***Average/Day*** | ***8686*** | ***10328*** | ***8396*** |
|  |  |  |  |

**4. Braefoot Bay Activities**

Shipping (number of vessels)

|  |  |  |  |
| --- | --- | --- | --- |
|  | **June** | **July** | **Aug** |
| Propane | **3** | **4** | **4** |
| Butane | **3** | **3** | **3** |
| Propane/Butane | **1** | **0** | **0** |
| Gasoline | **2** | **5** | **3** |
| **Total** | **9** | **12** | **10** |

**5. Community - Notices and Feedback**

We have issued four community notices in the period of this report as listed below. These can be read in full on the *‘Community Notices and Contact’* section of the plant website - [click here](https://www.shell.co.uk/energy-and-innovation/meeting-todays-demands/processing-oil-and-gas/shell-fife-ngl/contact.html#iframe=L2Zvcm1zL2VuX2diX2NvbnRhY3R1cw==):

* Wednesday, 27 June – Flare tip replacement. Notification of a potential smoky flare if Shell FNGL plant needed to flare. [Update: Shell FNGL did not need to flare].
* Thursday,12 July – Civil penalty paid for a past technical error.
* Thursday, 9 August - Planned Maintenance and potential use of flare. [Update: Shell FNGL did not need to use the elevated flare during the short period without steam.]
* Friday, 7 September – Intermittent flaring caused by power supply dip from National Grid.

**Complaints**

We continue to respond to a noise complainant in Aberdour by working with them to identify the source of the noise.

We have received two further complaints fromresidents of Dalgety Bay regarding the use of the Dalgety Bay Plantation for bush craft and other outdoor activities relating to a Fitness and Adventure company. We are addressing the concern and taking measures to ensure there is no commercial activity on the land. We have communicated with Dalgety Bay Community Councillors on this issue.

**Website with Community Noticeboard**

Shell UK has launched a Shell Fife NGL gas plant website as one measure to improve community communications.

The website contains information about our Operations, HSE, our role in the community, and an area as a local noticeboard for our updates, as well as a place for feedback and to apply for Community Grants.

The Fife NGL Gas Plant website can be viewed here: <https://www.shell.co.uk/energy-and-innovation/meeting-todays-demands/processing-oil-and-gas/shell-fife-ngl.html>

**Mossmorran Community Meetings**

Plant Manager Teresa Waddington and other Shell representatives attended constructive Mossmorran Communities Working Group meetings hosted by Professor Wilson Sibbet and Lesley Laird MP in Kirkcaldy on 8 June and 31 August.We welcomed the opportunity to provide an update on our activities, and discuss how we can help address community concerns with other interested parties.

On 31 August, Teresa shared information on the life of the plant, our focus on maintenance and minimal flaring during the ‘Turnaround’ in September, our very significant investment at the plant, our approach to safety, and measures we are taking to improve our communication and community relations. Shell Fife NGL sees the *M&BB Community & Safety Liaison Committee* run by Fife Council as the preferred primary and long-term mechanism for reporting to the community and addressing concern.

**Recent communication and community relations measures include:**

* Active participation in
  + *the M&BB Community & Safety Liaison Committee* run by Fife Council
  + the *M&BB Independent Air Quality Monitoring Review Group* that advises Fife Council, and
  + Mossmorran Communities Working Group meetings
* Creation of a Shell Fife NGL plant–specific website, where we post frequent community notices, and share more information about our operations
* A list of useful links on our website to all key public information on Mossmorran (in response to request by the community)
* Fuller and appropriately technical notifications to the community on activities at the plant, including why we flare, our flaring equipment, and our maintenance and safety
* More frequent notices to a broader and growing community distribution list - open to others to join
* A Community Day held at the site on Saturday 16 June 2018
* Invited members of parliament and councillors and local media to the plant in September 2017

**How to make a Complaint to Shell regarding Shell Fife NGL.**

If you need to contact Shell urgently then please phone the gatehouse at Shell Fifed NGL **+44 (0) 1383 611333** or the Gatehouse at Braefoot Bay Loading Terminal **+44 (0) 1383 892123**. If your request is not urgent, then please email **John.Raine@Shell.com**.

**6. Workforce**

*Shell employees: 82*

*Contractors:*  *185*

*Trainees (Shell): 6*

***Total: 273***

**7. Site Visits**

We (Shell U.K. Limited) held a Community Day for local residents on the Shell Fife Natural Gas Liquids (NGL) side of the site on Saturday June 16, 2018. We hosted 11 residents, which was fewer than we expected given the level of community concern and publicity of the day via local media outlets.

Two residents who we had communicated with recently mentioned their concerns in relation to noise at Braefoot Bay but other than this we had no negative feedback and those who visited appreciated our openness, the information we shared and the site tour.

On 14 August Prof Alex Kemp, Professor of Petroleum Economics and Director of Aberdeen Centre for Research in Energy Economics and Finance (ACREEF) at the University of Aberdeen and Mark Lammey from Energy Voice attended the site. The site visit was to capture Prof Kemp reflections on his career and to see why the Mossmorran complex is critical to the Shell’s North Sea exploration and production plans for years to come.

**Read more here:** <https://www.energyvoice.com/oilandgas/north-sea/181037/mossmorran-key-to-shells-gas-exploration-plans-in-the-ukcs/>

**8. Social Investment & Events**

**Girls in Energy**

A new intake of students began the Girls in Energy programme in June 2018. Approximately 120 students are taking part from across Scotland; 20 are from Fife.

In June, three girls from Fife attended the Shell Industry Experience and Make the Future LIVE London. Following an application and interview process, 20 pupils were selected for a two-week placement at Shell’s Upstream Headquarters in Aberdeen. Pupils were introduced to mentors from eighteen departments; meeting over100 Shell staff to learn about personal development, building networks and of the career and travel opportunities that a large company like Shell can offer. This year’s students visited an offshore supply vessel and a helicopter base to learn about the preparation for travelling offshore. They also visited St Fergus Gas Plant, near Peterhead where they heard from Mechanical, Process, Corrosion and Electrical Engineers about the industry. They then travelled to London to work at Make the Future Live, a festival of ideas and innovation featuring Shell Eco-marathon. The girls were involved with checking the technical aspects of building and racing an eco-marathon car.

**Calendar overview**

**2018**

**September** – Girls in Energy (2018 intake) – year-long course begins

**October/November** - Fife Art Competition. Launch Event in Lochgelly.

**December** Girls in Energy (2018 intake) Conference in Aberdeen

2019

**c. April** - SCDI Young Engineers Clubs – Dundee Science Centre

**c. April** - Lochgelly High School Employability – Job Interviews & Work Placements

**c. May** - Girls in Energy (2018 intake) end of year celebration event with Fife College

**c. May** - Girls in Energy (2019 intake) attend Shell Make the Future London LIVE!

**c. May** – Tomorrow’s Engineers Programme – ongoing throughout the year

**c. June** - Shell Industry Experience

**9. Shell Employee Action / Staff volunteering programme**

**Shell Employee Action (SEA) Grants**

No requests for Shell Employee Action (SEA) Grants received.

**10. Donations to local community groups**

**Foundation Scotland (Q2)**

Choices (Dunfermline) £2,750

**Total Donations for 2018 £26,317**

**Appendix: Ongoing Social Investment**

**Scotland & fenceline programmes**

*Shell has sponsored the Fife Art Exhibition for 33 years, our longest running sponsorship in the area. Shell funds a series of free art classes across the Kingdom aimed at inspiring and encouraging new people to create and participate. Typically, more than 100 people attend. Shell UK buys six prize-winning works selected by judges and donates them to NHS Fife for permanent display. Each prize-winner receives a Shell Award of £200 at a local community prize-giving event.*

**Shell - Girls in Energy**

*Girls in Energy is a one-year course designed to open young women’s eyes to the energy industry’s wealth of career opportunities.*

*The Skills for Work course is different from other vocational provision because it focuses on generic employability skills needed for success in the workplace. The course offers opportunities for learners to acquire core skills through a variety of practical experiences that are linked to a particular vocational area, in this instance Energy Engineering.*

*The Skills for Work courses are designed to help candidates develop:*

* *skills and attitudes for employability*
* *positive attitudes to learning*
* *an understanding of the workplace*
* *skills and knowledge in a broad vocational area*
* *Core Skills*

*A key feature of this course is the emphasis on experiential learning. This means learning through practical experience and learning by reflecting on experience.*

**Tomorrow’s Engineers**

***Shell has contributed over £1million to expand the Tomorrow’s Engineers programme throughout the UK. It reaches approximately 200 secondary schools across Scotland (217 in 2014). Shell’s investment will give thousands more Scottish students, aged 11-14, hands-on engineering experiences, and help them explore the diverse range of opportunities that a technical career can provide.***

[*http://www.tomorrowsengineers.org.uk/*](http://www.tomorrowsengineers.org.uk/)

**Shell Twilight Basketball**

We have sessions running in Fife at Levenmouth, Dunfermline and Lochgelly on Friday nights.

*Shell Twilight Basketball is a national programme which provides basketball sessions infused with education and life-skills. Sessions are free and are available for all 11-21 years old.*

[*http://scottishsportsfutures.org.uk/shell-twilight-basketball/*](http://scottishsportsfutures.org.uk/shell-twilight-basketball/)

**GeoBus**

The Geobus programme includes visits to schools in Fife.

*GeoBus is an educational outreach project for schools developed and run by the Department of Earth & Environmental Sciences at the University of St Andrews.*

*The GeoBus attends various schools across Scotland*

[*http://www.geobus.org.uk/*](http://www.geobus.org.uk/)

**Shell UK national programmes**

**Shell LiveWIRE - http://www.shell-livewire.org/**

*The UK's biggest online community for young entrepreneurs, who are starting or running their own business.*

**Shell Springboard -** <http://www.shellspringboard.org/>

A*wards £320,000 yearly to small businesses with big ideas for climate change in an effort to promote the growth of the low carbon economy in the UK.*

***For more information on any of the above social investment, please contact***

***John Raine at john.raine@shell.com***

**Appendix B**:



**Fife Ethylene Plant report covering the period 15th June 2018—13th September 2018**

# Safety, Health and Environment (13.09.2018)

* 8417 days without a time losing injury to any personnel working onsite.
* 607 days since the last recordable injury.
* 444 days without an environmental incident resulting in a breach of consent limits.
* 105 days since last flaring incident.

# Site Visits

* We concluded the 2018 Environmental Pond Dipping Programme with a further 11 local primary school visits at the end of the summer term. In 2018 FEP will have hosted approx. 1,000 visitors to the pond this year.

Feedback received from school teachers participating—very positive:

* + Leaders very good with all the children
  + A very well organised, fun and educational visit, appropriate to the age, stage and learning needs of the children
  + Quote by P3 pupil “The Best Day Ever”

Thank you for allowing us to visit we had a great time o Very well organised and presented. Thank you!

* + The children enjoyed their experience and are already discussing visiting next year
  + Excellent day, Thank you!
* On August 23rd we hosted a visit from Civil Servants from the Scottish Office interested in finding out more about the operations of the Fife Ethylene Plant.

**FIFE ETHYLENE PLANT**

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| --- | --- |
|  | **Site Visits**   * Primary 7 Pupils from Cowdenbeath Primary School visited FEP on Tuesday 11th September to gain an understanding of the opera- tions of the plant as part of a Developing the Young Workforce pro- gramme within the school. |
| **Plant Operations**  **Regulator Visits Calendar**  7-Jun-18 HSE May Flaring Investigation voluntary interviews 11-Jun-18 SEPA Flaring BAT discussions (with Shell)  14-Jun-18 HSE May Flaring Investigation voluntary interviews 22/23 Aug-18 HSE Planned Mechanical Inspection   * In August 2018, staff at FEP reached the milestone of 23 years onsite since the last Lost Time Injury. * Routine maintenance work to retube Furnace 7 began at the beginning of September. The work will continue until mid-October, and is under- taken by lead contractor Doosan Babcock . |
| **Community Complaints**   * Shell UK Ltd. and ourselves are continuing to work with a resident of Aberdour, who has contacted both companies over the summer, to investigate the source of a noise she is hearing in the vicinity of Brae- foot Bay Marine Terminal. |
| **Contributions**  Small Donations/Sponsorships to the value of £ 8,9198 were made during the reporting period. |

# Community Activities:

* We have recently reviewed our provision of information to persons in the site’s Public Information Zone for our facilities at both Moss- morran and Braefoot Bay. The PIZ is the zone around the site likely to be affected if there were a major accident. We wrote to the householders and businesses within our PIZ, requesting contact information, and subsequently ran a test of the information returned in early July.
* To assist in improving our communications with the community, we have updated the information on the Fife Ethylene Plant on our web- site . The website contain information about our Operations, our role in the community and links to the SEPA Website, Fife Council Web- site, NHS Fife Website and HSE website where information about us is also available.

Our website address is:

http[s://www.exxonmobil.co.uk/en-gb/community/key-locations/](http://www.exxonmobil.co.uk/en-gb/community/key-locations/) locations/fife

* We have also launched a dedicated Twitter feed for FEP to assist in improving community communications @exxonmobil\_fep and en- courage anyone with an interest in FEP to follow us.
* We were pleased to attend constructive the fourth Mossmorran Community meeting hosted by Professor Wilson Sibbet and Lesley Laird MP meetings in Kirkcaldy on 31sr August . We welcomed the opportunity to provide an update on our activities, report on im- provements in our communications and discuss how we can help ad- dress community concerns with other interested parties.
* If you need to contact ExxonMobil urgently then please phone our Security Gatehouse on 01383 737000 or contact us via email on

[FEP@exxo nmo bil.com](mailto:FEP@exxonmobil.com) . If your request is not urgent, then please email [catherine.cubitt@exxonmobil.com](mailto:catherine.cubitt@exxonmobil.com) or call 01383 846341.

# Community Activities:

* Over the summer a team from FEP participated in the Tough Mud- der Challenge and raised £420 For Stroke Scotland.
* In August a team from across the site participated in a charity challenge football match with Dundonald Bluebell FC. They raised £1,400 and the money was donated to Ward 34 at Victoria Hospital in Kirkcaldy, to purchase a special bed for wheelchair patients to receive their chemo therapy. The bed allows wheelchair patients to receive treatment with the need to go through the discomfort of be- ing lifted into and out of their chair
* Planning for the Senior Citizens Pantomime outing to Snow White and the Seven Dwarves in 2018 is in the early stages and the provisional dates are Wednesday 5th and Thursday 6th December, with Cowdenbeath Community Theatre staging this production. We will again be purchasing 788 tickets for the event for distribution to senior citizens in the local communities. More info to follow.
* Planning is also starting for the Senior Citizens Burns Lunches in 2019. In January 2019 Senior Citizens from Cardenden, Cowden- beath and Auchtertool and Lumphinnans communities will be invited to join us onsite. More info to follow.
* At the beginning of September we welcomed a new maintenance apprentice to the site’s Modern Apprenticeship Programme to com- mence a Machinery apprenticeship. This local apprentice from Dunfermline has now commenced his 1st year of training at Forth Valley College.
* FEP hosted 3 summer students during July and August. All 3 students carried out 2 months work experience on various projects , before returning to undertake their final year in their Chemical Engineering Degrees.

# Workforce (31.8.18)

* FEP has recruited to staff 3 of our former Mechanical Apprentices, in the disciplines of Machinery, Electrical and Instrument/analyser.
* In the last reporting period we also have welcomed 2 Chemical Engineering Graduates to the site and one Petroleum Engineer- ing Graduate all have joined our Technical Department onsite.
* We are currently recruiting Process Technicians with the expectation that by year end 2018 or early 2019 they will be onsite undertaking their Basic Operator Training programme.
* In the academic year 2017/18 FEP hosted two Industrial Placement students onsite for a year’s work experience, These Chemical Engineering student provided process engineering support, gaining experience prior to returning to the final year of their degree. Following the success of this we are hosting a further 2 in the academic year 2018/19.

Workforce at end August 2018:

* ExxonMobil Chemical : 184
* Apprentices 13
* Base Contractor : 121
* Project Contractors: 54
* Furnace Retube Contractors 5

**Small Contributions Projects**

**15th June 2018— 13th September 2018**

|  |  |
| --- | --- |
| **To** | **Value** |
| Cardenden Bonfire & Fireworks Committee | £250.00 |
| Fife Festival of Music | £250.00 |
| Beath High School Music Department | £500.00 |
| Rotary Club of Kirkcaldy—Raith—Kinship Carers | £250.00 |
| Growing In Lochgelly | £500.00 |
| Lochgelly Christmas Street Lights | £250.00 |
| Cowdenbeath Jujutsu | £250.00 |
| Crossgates Christmas Lighting | £250.00 |
|  |  |
| ***Initiatives:*** |  |
| Cowdenbeath Community Theatre | £6,698.00 |
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| **Total (reporting period)** | £9,198 |
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**Appendix C: SEPA Update**

**SEPA Update to the Mossmorran and Braefoot Bay Community and Safety Liaison Committee**

The Scottish Environment Protection Agency (SEPA) is continuing to provide updates to activities relating to ExxonMobil and Shell at Mossmorran on its Mossmorran and Braefoot Bay webpage:

<https://www.sepa.org.uk/regulations/air/air-quality/mossmorran-and-braefoot-bay-complexes/>

**Permit Variations**

In June SEPA varied the environmental permits held by ExxonMobil Chemical Limited and Shell U.K. Limited at Mossmorran.

These variation notices require both companies to produce an assessment of the Best Available Techniques to prevent and, where that is not practicable, reduce emissions of noise, vibration and smoke associated with flaring by 30 April 2019.

An interim report is also required to be submitted by 30 November 2018.

**Investigations**

SEPA & the Health and Safety Executive are continuing a joint investigation into flaring at Mossmorran.

**Permit Reviews:**

Shell’s permit is being reviewed against the Refinery Best Available Technique Conclusions. New and updated conditions will be introduced to reflect the requirements of the BAT Conclusions and the latest conditions for soil and groundwater monitoring, resource utilisation and incident reporting, additionally any redundant conditions will be removed.

ExxonMobil’s permit will be updated to reflect the latest conditions for soil and groundwater monitoring, resource utilisation and incident reporting, additionally any redundant conditions will be removed.

**Environmental Monitoring**

As indicated at the last Mossmorran Communities Working Group, SEPA is proposing to carry out air quality monitoring for an extended period. The objective would be to provide real-time and average pollutant levels in the area around Mossmorran. The current proposal is to site a real-time monitoring trailer in a suitable position for a number of weeks. Additionally diffusion tubes would be placed in community locations. The proposal is being discussed with NHS Fife and Health Protection Scotland and will be shared with the MBBIAQRG and the Safety Liaison Committee shortly for discussion.

**Noise and Vibration Monitoring**

As agreed at the last Mossmorran Communities Working Group, SEPA is preparing a summary of its approach and capability for noise and vibration monitoring. This will be shared with the Community Working Group and the Safety Liaison Committee.