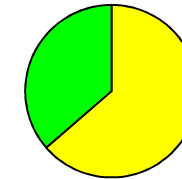


Meeting Action Log



Area/Project:	Nigg WwTW Liaison Group	Colour	Status	Count
Meetings:	Meeting #2		Due	0
			Open	7
Attendees:	Chair - Maureen Watt MSP TCC - David Fryer, Betty Lyon, Ian Wright, Ally Spence Resident - Grace Angus ACC - Hazel Stevenson SEPA - David Carmichael AES - Iain Washer, Ben Raistrick Kelda - Ewan Cameron, Ewan Dickie Scottish Water - Craig Carr, John Telfer, Ruaridh MacGregor Consultant - Prof Jackson		Done	4
Date of Meeting	13/03/2017	Date Minuted:	15-Mar-17	



Performance against actions

Ref	Issue	Action	Resp.	Due	Status	Comment
Actions From Previous Meeting						
1	Complaints	Scottish Water will continue to provide updates via email and social media where possible.	RMacG	Ongoing	Done	Ongoing activity as part of ongoing commitment. Last update 15/02/17 associated with planned works in Sludge Treatment Centre.
2	Operational Update	Kelda will update Asset Improvement Plan at future meetings.	SF	Ongoing	Done	Standing Agenda item
3	Operational Update	SW will co-ordinate exchange visits between Kelda and UFI (and other odour sensitive operators) to ensure that common issues are understood and that experience can be shared.	CC	31-Mar-17	Done	First meeting between Kelda and UFI 13/03/17. Ongoing dialogue from here. Update next meeting.
4	Next Meeting	Next meetings in March and June 2017. Dates for meetings to be advised. A site visit will be on offer in June 2017.	CC	1-Feb-17	Done	Dates circulated by email and outlined in Meeting #2 Agenda.
Actions From This Meeting						
1	Complaints	HS provided an update on complaint numbers (3 January, 5 February and 5 March to date). Not all attributable to Nigg WwTW with investigations ongoing (which will involve other parties such as SEPA and Scottish Water). ACC continuing to respond and witness where possible (for example, on Sunday 12th March - strong rotting food odours were witnessed by ACC EHO).	Note	-	-	
2	Complaints	Referencing the rotting food odours witnessed on Sunday 12th March, DF received an email from SEPA indicating that complaints should be routed to ACC. Copy of email was passed to DC for feedback and clarification with SEPA Contact Centre.	DC	12-Jun-17	Open	ACC/SEPA have no intention of changing the existing complaint process. This was a discussion point at an operational meeting on 8th March and it was agreed that the process works well. NO CHANGE
3	Complaints	HS confirmed that all complaints and associated operational information is recorded, assessed and cross referenced with weather conditions and ACC staff observations (if resources are available). Details discussed with SW and Kelda on a monthly basis.	Note	-	-	Weather station now installed at Nigg rather than be reliant on historic data from Dyce. Site staff and visitors have visual indication of wind direction and speed via newly installed wind sock. As a member of the community, HS also paying particular attention to all potential sources of odour.

Ref	Issue	Action	Resp.	Due	Status	Comment
4	Complaints	No specific sources or actions identified by SEPA albeit one key officer is off ill at the moment. Feedback on SEPA licenced premises to be provided at next meeting. DC advised that SEPA inspections can be planned or unannounced depending on nature of site and risk based approach.	DC	12-Jun-17	Open	
5	Complaints	EC advised that Kelda undertake daily odour monitoring at 7 locations around the community, over and above the daily WwTW checks. Information is recorded and shared with SW and regulators. Observations have covered a wide range of descriptions.	Note	-	-	Generally acknowledged that there remains other sources of odour within the community. SW and Kelda remain engaged in the efforts to minimise odours from the network and WwTW.
6	Other sources	There was varied discussion regarding management of fish house boxes/ice and maintenance of road gullies. On both matters, HS will report back at the next meeting. Noted that a Friday afternoon at South Esplanade is an active period with fish preparation shutting down for the weekend.	HS	12-Jun-17	Open	ACC to set out limitation of powers available. Likely that change with fish houses will only come about by influencing individual premises (no longer a city wide Association - dissolved in 2014). Working party set up in collaboration with SEPA.
7	Other sources	A general point was made that all commercial premises should now be complying with food waste recycling legislation - takeaways, restaurants, food producers.	Note	-	-	
8	Odour Management	Community concern ongoing regarding WwTW and how odour performance is measured. Suggested that a report be tabled on how the Odour Management Plan is performing. It was suggested that a demonstration of actions identified and implemented (continual improvement) could be reported.	CC/IW	12-Jun-17	Open	This will be added to the Agenda of the monthly Operational Odour Liaison meeting.
9	Kelda/AES Update	BR outlined the current and planned activities and investment projects on site. Recent improvements include the commissioning of a new odour control unit at the inlet of the works. Kelda/AES remain actively engaged in the Liaison Group and are committed to identify and implement improvements - be it assets or operational practices.	Note	-	-	IW highlighted that recent reports of £12m investment do not denote an end point. There is an ongoing business plan to renew "mid life" (in terms of the contract) plant and equipment.
10	Kelda/AES Update	Prof J picked up on the TORO Report recommendation relating to the tanker import facility. BR highlighted a number of improvements that have been implemented and are looking at options to replace the existing discharge arrangement. There are no current plans to incorporate this discharge point into a building. Update at next meeting.	BR	12-Jun-17	Open	Ongoing discussions with other operators to improve based on current technology and practices.
11	Community Issues	SEPA inquiry - DC confirmed, via the investigating officer, that a report is being prepared. No output at present. Update at next meeting.	DC	12-Jun-17	Open	
12	AOB	IW confirmed that the Kelda Group is exploring the sale of 'non core' (commercial) contracts across the UK. Any change will be ay shareholder level and there is no change to the business plan or Scottish Water/AES contract.	Note	-	-	
	Next Meeting	12th June 2017, Scottish Water will issue invitations in advance with the offer of a site visit. No more than 20 visitors in order to limit tour groups to 10 in number and ensure that safety wear can be provided.	RMacG	22-May-17	Open	
		END - insert new lines above here				