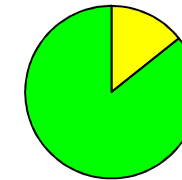


Meeting Action Log



Area/Project:	Nigg WwTW Liaison Group	Colour	Status	Count
Meetings:	Meeting #3		Due	0
			Open	1
			Done	6
Attendees:	Chair - Maureen Watt MSP TCC - David Fryer, Betty Lyon, Ian Wright, Ally Spence, Simon Mclean Resident - Tracy Gethins, Ian Baird ACC - Cllr Allard, Cllr MacKenzie ACC - Hazel Stevenson, Emma Haynes SEPA - James Smith AES - Iain Washer, Ben Raistrick Kelda - Ewan Cameron, Graham Ellis, Graham Murray, Steve Frankl, Scottish Water - Craig Carr Consultant - Prof Jackson	Date Minuted:	7-Jul-17	
Date of Meeting	12/06/2017			



Performance against actions

Ref	Issue	Action	Resp.	Due	Status	Comment
Actions From Previous Meeting						
1	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	Done	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	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	Done	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.
4	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	Done	This will be added to the Agenda of the monthly Operational Odour Liaison meeting. "Improvement Commitment Tracker" added to Agenda and reviewed monthly.
5	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	Done	Ongoing discussions with other operators to improve based on current technology and practices. See below,
6	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	Done	See below

Ref	Issue	Action	Resp.	Due	Status	Comment
7	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	Done	
Actions From This Meeting						
1	Complaints	It was confirmed that there has been no change to the odour complaint process. SEPA still central point of contact for all odours.	Note	-	-	0800 80 70 60
2	Notifications	The process for notifying stakeholders of planned works or incidents was discussed. It was acknowledged that improvements can be made and that the distribution of notifications should be widened if possible.	Note	-	-	Post meeting note - Tracy Gethins added to email distribution list - can add notifications/updates to Torry Community Group Facebook page.
3	SEPA	TCC still seeking an update on SEPA investigation. James reiterated that SEPA cannot comment on an ongoing investigation.	Note	-	-	TCC will write to Cabinet Secretary regarding the CREW report and SEPA investigation. Prof Jackson may also raise the issue at a forthcoming meeting.
4	Operational Update	Ben presented an outline of odour management practices, continued investment in the site and a visitor induction ahead of the plant tour. At the next meeting, an update will be provided on the trial sludge import screen.	BR	11-Sep-17	Open	
5	Operational Update	Ben confirmed that work had just commenced on one of the 5 Lamella (settlement) tanks and that this was part of an overall £2m investment to redesign and refurbish the treatment stage.	Note	-	-	
6	Prof Jackson	It was confirmed that the April 2015 Report recommendations had been completed with residual issue carried through into the TORO Project and Report. Of the TOR recommendations, only the sludge import area remains an open action (see 4 above).	Note	-	-	
7	Prof Jackson	It was confirmed that all treated, pasteurised, sludge cake is reused in agriculture as a fertiliser and soil conditioner.	Note	-	-	
8	Kelda sale	There was a discussion aground the potential sale of the Kelda Group projects but Scottish Water confirmed no change to contract conditions, obligations or level of service through this change.	Note	-	-	
9	Site Tour	Tour commenced around 1730hrs.	-	-		
	Next Meeting	11th September 2017, 4pm, SEPA Office				
		END - insert new lines above here				