

OIL READINESS CHECKLIST

Version: 7.0 04/04/2014

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4a	B 1	Maximising Benefits - Socio-Economic Impact Study	On track Regeneris Appointed in November 2012 17/1 Scenarios agreed Jan 13 17/1 Baseline working paper due late Jan 22/1 Consultants in FI for consultation phase 28/2 Await next working paper on economic models 22/4 Regeneris brief HOP on economic models 24/4 Regeneris present draft findings to MLAs 25/4 Regeneris present draft findings to Chamber of Commerce and Public Meeting 20/5 Final Report received by FIG. To be submitted to ExCo on 26th June with a view to publication 3/7 Press released issued along with publication of report 19/9 Following PMO announcement regarding phased development impact models will be updated by the Policy Unit once more detailed information is available (completion date amended to reflect this). 1/4 Update exercise to commence from April 2014	Jun-14	HOP	DMR	H
4b	B 2	Maximising Benefits - Implement Social Effects Monitoring Programme	On track 17/1 HoP adds action - follow on from RKH Sealion EIA to monitor changes in social an economic conditions over time. Early discussions suggest a joint Premier/FIG project would be achievable 10/4 HOP drafts outline proposal for programme for discussion with oil companies 12/4 HOP makes initial contacts with oil companies for discussions during OTC conference 03/5 In-principle agreement for a collaborative programme secured from PMO and Noble. Further detailed discussions to take place Jan14 Further discussions underway - seeking to agree scope of work.	Jul-14	HOP	PMO	H
5a.	B 3	Maximising Benefits - Code of Practice - Design	On track 1 st draft prepared 16/8 HOP discusses draft at meeting with Chamber of Commerce, document amended in response to concerns over contract sizes and other issues. 06/2 Redrafted by DMR and circulated for comments. PMO had no comments, and await comments from Chamber of Commerce. 15/2 Await feedback from CoC. 28/2 Discussed at ORRG - agreed that a public consultation on the event will be useful before finalising the Code of Practice. DMR and HOP to arrange. 15/3 CoC requested update. Draft re-sent for 3rd time and meeting arranged with Chamber members for 5 April. 18/4 DMR/HoP/AD met with CoC. Good feedback. General favour towards CoP not legislation, endorsed by AD. Some resistance from individual companies. 10/6 DMR/HOP developing issues and options paper for ExCo consideration. 10/10 Following considering by CoC working group and FIPLA, revised paper under development to go back to working group in late October 25/10 Working Group meets to discuss further amendments primarily related to defining what constitutes a local business. DMR redrafting with a view to producing a final version of the Code. 20/3 Final draft due to issue by month end. Little additional feedback on conditions for acceptance into Local Content register	Jun-14	DMR	HOP	H

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5b.	B 4	Maximising Benefits - Code of Practice - Implementation	Await completion of 5a.	Dec-14	DMR	HOP	M	
6a	B 5	Maximising Benefits - Database of local competencies and capacity in downstream industry supply chains – match with assessment of nature of likely opportunities	On track	On-going	FIDC		M	
6b	B 6	Maximising Benefits - Provision of business support to equip local firms to tender effectively	On track	May-14	FIDC	HOP	H	
6c	B 12	Maximising Benefits - Supply Chain and Skills Mapping	On track	Dec-13	HOP	CoC	H	
7	B 7	Maximising Benefits - Consideration of other local content policies/legislation (e.g. disturbance funds, planning gain etc)	Not yet started	28/2 No progress beyond draft Code of Practice at this stage. .	HOP	CMT	H	
9	B 8	Maximising Benefits - Review of tax incentives for local businesses and other measures that might be taken to maximise positive economic benefits	Not yet started	22/2/12 Review approved in ExCo 56/12 on recommendation from Oil & Gas Development Group 28/2 No progress, due to more immediate priorities.	--	FS	L	
10	B 9	Maximising Benefits - Policy review of options to minimise negative effects of oil development (crowding out/inflation/capacity constraints etc) e.g. policy decisions on dealing with short-term workforces; integration of long-term immigrants; strategies to minimise crowding out effects on tourism, fishing and agri industries etc etc	Not yet started	To commence after EIA is updated to reflect revised timeframes and technical solutions following PMO concept select	Dec-14	HOP	M	
11a.	B 10	Maximising Benefits - Overall FIG Strategy for management of the impacts of the oil industry to be developed (incorporating the above policy issues).	Not yet started	To be informed by EIA and other tasks	Dec-14	HOP	CMT	H
11b.	B 11	Maximising Benefits - Engage with oil companies on corporate social responsibility programmes	No immediate action needed.	To be revisited at a later date commensurate with oil production timelines	--	HOP	L	

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31	D 1	Delivery - Additional resource is required within FIG to drive forward the Oil Readiness Checklist. To be based within Policy Unit under management of HoP, and reporting to the SOG.	On track		Jul-14	HOP	CE	H
			ExCo paper to be prepared 29/8 ExCo approved funding for Oil Advisor 21/9 Search agents appointed 17/1 Shortlist expected - interviews possibly early Feb 14/2-28/2 Interviews with shortlisted candidates (led to appointment of Anne Drinkwater as specialist advisor) 14/2 HOP to also explore merit/feasibility of multi-disciplinary advisory panel and/or need for dedicated full-time staff resource to drive forward checklist actions. 25/5 Exploring recruitment options. To be discussed at SOG 13/9 Oil Development Officer post advertised locally 31/10 No local applicants. Engaging recruitment agency to assist in the candidate search. Dec14 Recruitment agents appointed March14 Shortlisting of candidates to take place early March March 14 - Interviews completed. Appointment expected to be made in April. 17/04 Offer accepted. Expect postholder arrival June/July					
31a	D 2	Delivery - Appoint Specialist Advisor	Completed - agreement signed covering an initial 6-month period	Feb 2013 FIG appoints Anne Drinkwater as Specialist Oil and Gas Advisor on a consultancy basis April 2013: Anne Drinkwater scheduled to visit the Islands for one week familiarisation visit 31/10 Anne Drinkwater continues to provide advice and guidance on an ad hoc basis as requested by FIG. Contract extended to June 2014	Apr-13	HOP	SOG	H
32a.	D 3	Delivery - Consider merits of undertaking fact-finding visits to other locations that have experienced development of a new oil industry eg in terms of how the location responded to infrastructure needs/ how the industry impacted on economic development and social cohesion / use of oil revenues etc etc	Completed	Concept agreed and initial visit to Norway and Shetland completed TASK COMPLETED	Completed December 2012	HOP	DCS	H
32b.	D 4	Delivery - Fact-finding visit to Norway and Shetland.	Completed	Dec12 - Visit to Norway and Shetland 17/1 Decision needed on reciprocal hosting of Norway delegation 15/2 Draft trip report circulated to trippers for comment 27/2 Final trip report published via Mineral Resources Committee	Feb-13	DMR		H
32bi	D 5	Delivery - Arrange reciprocal visit for key Norway contacts	On track	Details to be agreed 14/2 FCO content for FIG to proceed with visit 28/2 DMR compiling shortlist of invitees 18/3 DMR to draft letter of invitation to chosen delegates 29/5 Visit postponed until new Legislative Assembly is in place due to scheduling difficulties. To be revisited after the 2013 election. Completion date pushed back accordingly 1/12 SOG to discuss in next meeting mid DEC 25/2 SOG have agreed draft list of invitees to be approached 20/3 Contact made with Norwegian government; working on suitable programme dates	Dec-14	DMR	HOP	M
32c.	D 6	Delivery - Consider other locations that might offer further best practice in dealing with oil readiness and impact eg Nova Scotia? Norway? New Zealand? Relevance of other areas would need to be established – NZ has undertaken a similar readiness review so may be worth pursuing.	Completed	ORRG to discuss if further exchanges are necessary/desirable 28/2 ORRG agree that further visits are not necessary at the current time, though may be considered again in future if a need arises. On-going information gathering via the internet and via telephone/email/videoconf will continue on an ad hoc basis.	Completed February 2013	HOP		M

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33	D 7	Delivery - Develop checklist into detailed action plan – including a critical path Gantt chart showing key decision deadlines.	Needs intervention No progress made. 17/1 HoP updates checklist 21/1 SOG meets to review 23/1 HOP Updates checklist - circulates to CMT for updates 11/2 CMT requested to update checklist, esp with timescales 15/2 Few updates received 28/2 HOP Updates checklist prior to publication - HOP will request other task owners to provide final updates before publication via CMT 10/6 Updated for June publication where possible. Some Directors did not provide updates (date of last updates shown above). Await appointment of O&G Programme Manager	On-going	HOP	CMT	H
32ai	D 3a	Delivery - Explore factfinding exchange with Trinidad (following visit by MLAs)	Completed 18/4 SOG discuss merits of an exchange. CE to discuss further with MLAs 29/5 CE agreed that no specific requirement to pursue an exchange specifically for oil readiness purposes. No further action needed.	May-13	CE	HOP	M
13c.	I 1	Infrastructure - Search and Rescue operations – consideration needed depending on future of MoD operated services	On track 23/1 Inaugural SAR Committee meeting held and DES now in the process of writing a SAR plan 28/2 The FIG policy remains that oil operators will continue to be responsible for providing their own SAR operations 23/9 SAR plan prepared and circulated to all stakeholders with a request for feedback. 04/04 SAR plan still in its infancy though the contract for MOD SAR has now been published for tender. Strategy is still that oil companies will provide their own SAR	Jan-14	DES		L
14a.	I 2	Infrastructure - Land – establish future land requirements (commercial, housing and business premises - building on assessment of future employment needs and business opportunities) and zoning (see also Tasks 15a-e)	On track To be derived from EIA and fed into review of Structure Plan - current figures from RKH estimates. Need to be verified/updated and factored into new Port proposals 15/02 first draft of 'Towards an IDP' now received from planning consultant - SOG to review on 18/2. 28/03/2014 IDP replaced with NIP - new date set for this work.	Sep-14	DCS	HOP	M
14b.	I 3	Infrastructure - Consider review of policy on land release and pricing of land	On track 18/2 SOG discusses concerns over potential land constraints at Gordon Lines and initial discussion of planning issues related to new port (and landside industrial space) that would be required. DCS and HOP to discuss further with HEP. 21/2 DCS and HOP meet with HEP to discuss planning issues. Agreed that priority must be given to progressing recommendations arising from scoping work on Infrastructure Development Plan - DCS to progress with urgency. 18/3 SOG agree need for interim review of land release policy 26/3 ExCo agree Interim Land Release Policy (ExCo 91-13) - to be revisited when there is greater certainty over timings on port developments 28/03/2014 Still no certainty (audit review of structural plan). MLAs have asked for review in advance of this work. 26/3 ExCo agree that interim policy shall remain in place until a new overarching land policy is agreed, linked to decisions on port developments.	Jun-14	HOP	DCS	H

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15a.	14	Infrastructure - Housing – establish need for new permanent housing, its location, land release and construction.	On track	Dec-14	HOP	DPW	M
15b.	15	Infrastructure - Housing – temporary. Decisions needed on temporary accommodation for oil construction workforce (40 apartment style units/aparthotel) – for use in construction phase; and possible future use as hotel/other community uses	Not yet started	early 2015	DCS	DPW	H
15d.	16	Infrastructure - Emergency accommodation – strategy needs to be developed to deal with situations where crew exchange is delayed. Need not necessarily require new build but an emergency plan needs to be in place (and could double as plan for possible cruise ship related needs for emergency accommodation) – issue of oil operators.	On track	Dec-13	DES	FITB	M
15e	17	Infrastructure - Contractor housing needs to be identified and addressed	On track	Review need in July following budget ExCo	DPW	HOP	H
16a	18	Infrastructure - Utilities – establish utilities infrastructure needed to supply new commercial/residential development areas	No action needed at this time		DPW		M

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17a	19	Infrastructure - Waste Management – waste management needs to be established – requirement for waste management facility. Private sector opportunity for incineration? Landfill needs to be established and catered for.	Needs decision/information	25/1 As 17b above, this is suggested as being best placed at the port, where the greatest level of waste will be received/generated. Needs to form part of the port development, where it would presumably be a privately managed facility (DPW) Jan14 Workshop on Islands Waste Management strategy conducted by EPD. Broad consensus on need for new strategy - to be considered in more detail at the Environmental Mainstreaming Group with a view to agreeing and implementing a new waste management strategy.	Dec-14	HOP	DPW	M
18a	10	Infrastructure - Water Supply – establish future water supply needs and an action plan to deliver these.	On track	25/1 Plan already in place which is anticipated to cater for oil needs and perhaps 30% increase in population with little more needed than currently being done or planned than installing additional treated water storage capacity (DPW) 13/05 plans for secondary/alternative water supply progressing, with three environmental reports/surveys completed and overarching one commissioned. Projection is for secondary source to be developed by end March 2014. (DPW) 30/09 Environmental Reports completed and Planning permissions sought (due to be considered at 03/10 P&BC meeting). current projection to complete now March 2015. (DPW)	Mar-14	DPW		M
19a	11	Infrastructure - Power Supply - establish future power supply needs and an action plan to deliver these	On track - demand to be established following review of Regeneris work	25/1 Level of need to be established, which should come out of port definition and EIA. Concept is to put new generating station at Port, but need info on demand levels. Cabling/ducting can/will be incorporated in road for port, but need info on demand levels to determine generating capacity etc. (DPW)	Sep-13	DPW		M
20a	12	Infrastructure - Sewage system – establish future needs and action plan	On track	25/1 Intention is to continue using package treatment plants for new areas/developments, unless sites positioned such as to be connected into collection and pumping system (DPW)		DPW		M
21a	13	Infrastructure - Roads – Possible need to upgrade and black top roads for service yards etc for heavy vehicle use	On track	25/1 Depends how much is moved to and from port. Seems likely that heavy movement in FIPASS area will be short term and upgrades should then be part of temporary port works (DPW) 13/05 Recent Planning Applications from two parties known to be bidding for temp port provision suggest upgrade works needed can be part of temporary works (DPW)		DPW	Dependent on timing and outcome of decisions on temporary port timeframes	M
22	14	Infrastructure - Quarry – volume of quarry products needs to be established and capacity to deliver assessed. Possible need to consider new quarry to supply the quantities needed, and potentially close to Stanley	On track	25/1 Not considered to be a need for a second quarry in terms of remaining source rock, but may be sensible to set up extraction and processing at/near new port site. Costings done for a second primary crusher plant to remove one of the current bottlenecks at current site. It is intended to feed this into the 2013/14 budget process (DPW) 13/05 Funding approved for additional crusher and screen plant, which are expected to be ordered in June 2013 with five month lead in for supply. (DPW)	Dec-13	DPW		M
38	15	Infrastructure - Development of on-shore pipeline assembly facility	No further work required at this time.	15/1 Concept floated to SOG by PMO - no objections raised in principle. PMO exploring in more detail, including a site selection exercise. PMO driving the process - FIG will get involved as needed on issues such as site selection, planning control etc. Much more detailed information is required before a policy decision can be made (including an assessment of economic and environmental impacts). 7/3 Task marked as completed - no immediate need for action given PMO concept select gate decision for TLP solution rather than FPSO ie no immediate plan for on-shore pipeline facilities.	--	HOP	CE	M
48	16	Infrastructure - Roads - Additional salting/gritting of MPA road to service additional flights at MPA (assumed from 2016)	No action needed at this time/ await completion of another task		Jun-16	DPW		L

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1a.	L 1	Legislative Review Phase 1 (Scoping) - Tax	Completed	Mar-13	HOP	FS	H
			17/1 Feedback given to consultants on policy issues to be considered in draft report. 22/1 HOP chased AUPEC for timelines for revised report 4/2 Revised report received and further feedback submitted 15/2 Revised final report due end Feb for submission to March ExCo with forward plan (likely to require further specialist advice to be procured) 20/2 Revised report received from AUPEC and circulated to FIG officers for review - meeting planned for 6/3 to discuss next steps and to commence drafting paper for March ExCo to progress to Phase 2 06/03 Internal meeting to discuss Final Report and draft ExCo paper 14/3 ExCo paper submitted 26/3 Recommendations approved at ExCo - see new tasks under Task #2				
1b.	L 2	Legislative Review Phase 1 (Scoping) - Marine	Completed	Mar-13	HOP	DNR/AG/DCS	H
			26/10 Draft Final Report Submitted and circulated to officers 6/11 Forward Plan agreed with the Oil Readiness Review Group (ORRG) - some aspects (such as Port Authority) already being taken forward separately 4/1 Final Report Submitted 22/1 HoP to prepare ExCo paper with recommendations - for March ExCo 11/3 HoP circulates EXCO paper for internal review 14/3 ExCo paper submitted 26/3 Recommendations approved at ExCo - see new tasks under Task #2				
1ci.	L 3	Legislative Review Phase 1 (Scoping) - H&S/Planning/Emergency Response/EIA	Completed	Mar-13	HOP	DMR/AG/DES/H EP	H
			20/12 Consultants submitted draft final report 11/1 Extensive comments and critique compiled by HoP. Await Final Report 22/1 HoP drafting ExCo paper with key recommendations - HOP report contains a mixture of recommendations that will be accepted, rejected, deferred or adopted in an amended form (as detailed within the covering ExCo paper) 14/2 KCL submit Final Report - reviewed by HOP 18/2 ExCo Paper discussed by SOG 27/2 ExCo paper discussed at Mineral Resources Committee 28/2 ExCo paper discussed at ORRG 7/3 HOP Circulates ExCo paper for internal review 14/3 ExCo paper submitted 26/3 Recommendations approved at ExCo - see new tasks under Task #2				
1cii	L 4	Legislative Review Phase 1 (Scoping) - Oil Spill Contingencies	Now under task 2bi -No further updates under task 1ci	Jun-13	DNR	DES	M
			11/1 Aspects of 1ci relate to Emergency Management Response needs - ORRG to consider whether this is sufficient 28/2 ExCo paper arising from 1ci contains recommendation for further paper to address this issue. Subject to ExCo approval a separate paper will be drafted 27/3 Now subsumed under Task 2bi - Marine Policy Review 23/9 Discussions ongoing between the Marine Officer & DES regarding the refreshment of the existing oil spill plan 04/04 No further update at this stage as it would be preamture to have the plan reviewed when potential production date is still some time away. In the meantime oil companies have their own plans whilst in the exploration stage.				
1ciii	L 5	Legislative Review Phase 1 (Scoping) - Review and plan for FIG resources needed to regulate oil industry (regulation/taxation/management of oil revenues/others?)	Completed	Mar-13	HOP	CMT	M

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1d.	L 6	Legislative Review Phase 1 (Scoping) - Merchant Shipping Act	Completed	Jun-14	HOP	DNR	M
			26/10 Not within scope of Marine Review but agreed that it needs to be addressed ORRG agreed that a recommendation for new legislation be included with the Marine Review (HoP to progress as part of March ExCo paper). Awaits ExCo decision before progressing. 7/3 Recommendation being presented to March ExCo under paper related to 1b. 26/3 Recommendations approved at ExCo - see new tasks under Task #2bi				
2ai	L 7	Legislative Review Phase 2 Tax - Commission review of specific tax issues (as per ExCo 71-13)	On track	May-14	FS	HoP	H
			26/3 ExCo Approves review and funding allocation 7/6 Tax Office preparing Terms of Reference to be issued mid-June 12/6 Invitation to Tender released 12/7 Tender awarded and 22/7 tele-con to initiate work 20/9 Final Draft received from Freshfields. Internal review underway. 30/10 Final Report being considered by FIG March 2014 Report draft for ExCo nearing completion (No concerns but completion target updated)				
2aii	L 8	Legislative Review Phase 2 Tax - Correct minor errors and ambiguities in existing legislation (71-13, Rec2)	On track	Dec-13	AG	FS	M
			26/3 ExCo recommends changes be addressed by AG. Prioritised on legislative drafting programme to be complete by Dec 2013. 24/9 ExCo 220/13 recommends legislation to resolve				
2aiii	L 9	Legislative Review Phase 2 Tax - Tax Office to review further amendments as detailed in ExCo 71-13 (App 3)	Completed	Jul-13	FS	AG	H
			26/3 ExCo instructs Tax Office to undertake review 24/9 Tax office review complete. ExCo 220/13 recommends legislation to deal with these				
2aiv	L 10	Legislative Review Phase 2 Tax - Respond to FIPLA letter on matters where tax policies have been clarified	Completed	Apr-13	HOP	FS	H
			3/4 HOP Issues letter in response to FIPLA 4/4 Letter acknowledged by FIPLA				
2av	L 10a	Legislative Review Phase 2 Tax - Update to Sch 2 para 5 as detailed in ExCo 251/13 regarding discounting on capital gains	On track	Jun-14	AG	FS	H
			20/11 ExCo paper approved the amending on the Taxes Ordinance to allow discounting. Draft legislation under review by AG/TO				
2bi	L 11	Legislative Review Phase 2 Marine - Commission policy advice and legislative drafting for new Harbours Ordinance and Merchant Shipping Ordinance, and other legislation as detailed in ExCo 72-13	On track (timeframe revised following delay associated with General Election)	Jun-14	HOP	AG	H
			26/3 ExCo Approves review and funding allocation for 2013/14 31/5 HOP completes first draft Terms of Reference for internal review - plan to issue in June. 19/7 ITT issued for provision of Policy Advice. Deadline for receipt of tenders is 16th August 22/8 Tender Board meets to assess bids. Fisher Associated appointed to undertake the work commencing immediately. First visit to the Islands scheduled for mid-September. 24/10 Interim report received with suggested areas for policy development/legislative drafting. Proposals to be put to the new Executive Council following the General Election on 7th November. Timescale for completion deferred to March to account for this. 14/2 ExCo agree overarching policy framework for new legislation; and scope of legislation. Legislation being drafted. 21/3/14 Drafting instructions received from consultants. Under review by Policy, Marine Officer and AG.				
2bil	L 12	Legislative Review Phase 2 Marine - Introduce Land Acquisition Ordinance (building on existing draft Bill)	No action needed at this time	Nov-13	HOP	AG	L
			26/3 ExCo approves in principle the introduction of Land Acquisition Ordinance. ExCo requested revised land acquisition policy to consider. 28/5 HOP and AG meet to discuss Ordinance - following review by AG the previous Land Acquisition Bill is unsuitable and requires new policy advice if it is to be progressed. 31/5 Discussed at Major Projects Board. Not currently a priority for action - action deferred until later in 2013.				

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1cia	L 13	Legislative Review Phase 2 Planning - Planning System - Review need for development control in Camp	No action needed at this time	Jul-13	HOP	HEP	M
3	L 14	Legislative Review Phase 2 Planning - Update of Structure Plan and Stanley Town Plan	On track (deadline amended to reflect new timescales)	Aug-14	HEP	DCS	H
2di	L 15	Legislative Review Phase 2 Regulation - Develop options for separation of regulatory functions for licencing from safety/environment (ExCo 70-13 Rec2)	No action needed at this time	---	HOP	DMR	
2dii	L 16	Legislative Review Phase 2 Regulation - DMR to discuss future resourcing of support to FIG with UK HSE and DECC (ExCo 70-13 Rec5)	On track	Ongoing	DMR		
2diii	L 17	Legislative Review Phase 2 Regulation - Explore delegation of approvals with FCO and AG (ExCo 70-13 Rec 6)	Delayed	Sep-13	DMR	AG	
2div	L 18	Legislative Review Phase 2 Regulation - Safety Case requirements to be extended to development and production (ExCo 70-13,Rec 7)	Completed	Aug-13	DMR		

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		Task	Status	Target Completion Date	Lead Officer	Supported By	Priority
2dv	L 19	Legislative Review Phase 2 Regulation - Commission review of provisions of UK Energy Act and UK Petroleum Licencing Regulations (ExCo 70-13 Rec 8)	On track	26/3 ExCo approve review and funding 31/5 Internal review within DMR to identify principal issues and the way forwards 20/3 Reassigned priority	Jun-14	DMR	
2dvi	L 20	Legislative Review Phase 2 Regulation - Update Field Development Plan Guidelines to address specific gaps (ExCo 70-13 Rec 9)	On track	26/3 ExCo approve scope of revisions 18/4 AD is reviewing FDP guidelines for comment 20/3 Some updates complete; specific items still require discussion	Jun-14	DMR	
2dvii	L 21	Legislative Review Phase 2 Regulation - New legislation to provide for FIG participation on Licensee Operating Committees (ExCo 70-13 Rec 10)	Not yet started	26/3 ExCo approve policy	Dec-13	AG	DMR
2dviii	L 22	Legislative Review Phase 2 Regulation - Policy advice and legislation for 'Environmental Cases' (ExCo 70-13 Rec 11)	On track	26/3 ExCo approve outline policy and funding 23/5 A number of potential contractors identified at OTC. HOP/DMR to prepare Terms of Reference 7/3 DMR progressing - issues being discussed through the Hydrocarbons Forum	Jul-14	DMR	HOP
2dix	L 23	Legislative Review Phase 2 Regulation - Safety Case Guidelines to be prepared (ExCo 70-13 Rec 13)	Completed	26/3 ExCo instructs DMR to prepare Guidelines 03/5 Review underway at DMR 7/8 Paper 179/13 containing Guidelines was approved by Jul 2013 ExCo	Sep-13	DMR	
2dx	L 24	Legislative Review Phase 2 Regulation - Commission review of onshore Health and Safety needs (ExCo 70-13 Rec 14)	Not yet started	26/3 ExCo approves review	Dec-14	DMR	
2e	L 25	Legislative Review Phase 2 Regulation - Enhance Emergency Planning capabilities	On track	26/3 ExCo approve need for enhancement and funding - subject to detailed proposals 25/4 HOP meets DES to discuss - DES to prepare ExCo paper on proposed uses for funds allocated to enhance emergency planning 23/9 DES attended Grampian Police (now Police Scotland) and is preparing an action plan for HOP consideration 1/11/13 DES continues to explore options, including possible Memorandum of Understanding with Police Scotland for contingency support in the event of an emergency. 04/04 Draft MoU still being considered by Police Scotland. DES now a member of EPOLGroup (Emergency Planning) and in regular contact with Police Scotland. 04/04 draft job description for Emergency Planning Officer prepared and sent to job evaluation group.	Dec-13	DES	HOP
2f	L 26	Legislative Review Phase 2 Regulation - Produce policy statement on FIG objectives for management of oil & gas resources and benefits (ExCo 70-13, Rec 1)	Completed		Jul-13	HOP	SOG H
41	L 27	Legislative Review Phase 2 Regulation - FIG to establish its requirements with respect to overtrawling of oil infrastructure - policy and/or legislation to follow if necessary	On track	05/3 Issue raised by PMO at Away Day. PMO presenting options; DNR to consider and suggest policy response as necessary 31/5 Draft paper received by DMR from PMO 7/4 Following UK best practice. Decisions will be made on each development as appropriate.	--	DNR	DMR H
46	L 28	Legislative Review Phase 2 - Companies Legislation - Update to Companies Legislation and administration	No action needed at this time.		Jul-16	AG	L
47	L 29	Legislative Review - Other Legal Advice Related to Oil and Gas	No action needed at this time.	Catch-all to cover generic legislative changes that may be required (budget requested for 2013/14)	Ongoing	AG	M

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28a.	O 1	Other - Immigration – Policy/Strategy guidance needed from MLAs in terms of how they wish to accommodate/manage/control levels of immigration associated with the oil industry and to what extent changes in the size and structure of the community will be acceptable in order that strategies can be developed to meet the goals.	Behind schedule	Jan-14	HOP	DES	H
28b.	O 2	Other - Immigration – ensure immigration system is fit for purpose to facilitate the desired level of population growth and to meet the needs of the oil industry	Not yet started	To be determined	HOP	DES	H
28c.	O 3	Other - Immigration – strategy needed to deal with short/medium term issues arising from lack of capacity within construction sector	Not yet started	To be determined	HOP	DES	H
29ai	O 4	Other - Review capacity and capability of health services to meet increased demand arising from oil industry/population growth	No action needed at this time	Jul-13	DOH	HOP	M
29b.	O 5	Other - Review capacity and capability of education services to meet increased demand arising from oil industry/population growth	No action needed at this time	Jul-13	DOE		
29c.	O 6	Other - Devise a skills and education strategy to maximise local involvement in oil industry and its supply chains in the medium and long term	No action needed at this time	Jul-13	DOE		L
29d	O 7	Other - Develop skills/recruitment strategy to deal with knock-on recruitment difficulties and skills gaps in other sectors (including public sector, tourism etc).	No action needed at this time	Jul-13	HOP	DOE	M
29e	O 8	Other - Review the capacity of Emergency Services to respond to needs of oil industry and any increased levels of population/businesses	On track	Dec-14	DES		M
30	O 9	Other - Local Information Strategy / Publicity of Oil Industry Developments/Implications/Opportunities	On track	Ongoing	HOP		M

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43	O 10	Other - Identify and fill gaps in environmental research related to hydrocarbons (Hydrocarbons Forum Gap Analysis) - ExCo 70-13 Rec 12	On track	26/3 ExCo approves in principle to fund research to plug gaps (subject to Budget approval and more detailed ExCo paper to be prepared by the Forum on use of funding) 10/6 Await paper on priorities and funding requirements from Hydrocarbons Forum. 30/8 Hydrocarbons Forum agree priorities for gap analysis. Cost of works agreed. DMR to approach oil companies for funding to match the commitment made by FIG in the 2013/14 Budget. Oct13 Oil industry agrees to co-fund the research programme. 1/12 Job evaluation complete; recruitment commenced	Jul-13	HOP		M
44	O 11	Other - Increase capacity in front line specialist services	On track	Treasury directorate posts included in 2013/14 establishment review and Oil budget projections for future years. 24/9 Capital Accountant recruitment underway March 2014 Capital Accountant recruited due in post end of month March 2014 Senior Assistant Taxation Officer under recruitment locally	January 2013 for first posts 2014/15 and 2015/16 budget cycles for later posts	FS	HoF/TO	H
45	O 12	Other - Recruit Assistant Marine Officer to increase capacity to deliver Marine Administration & regulation, port development, oil spill response due to increased activities and requirements resulting from oil activities (post agreed by ExCo Dec 2012 (296/12)	No update provided	Dec-12 SFC approves post April 13 Job evaluation completed 2014 Officer in post. Await update on related actions (HoP)	Aug-13	Marine Officer	DNR	M
23a	P 1	Policy - Consideration & implementation of a short term measure for managing Oil Revenues	Completed	30/11 Oil Development Reserve created by ExCo 289/12 (Nov) March 2014 Budget Strategy updated to include non-recurring revenues in LTFP	Nov-12	FS		H
23b	P 2	Policy - Policy Decisions on longer term measure for managing Oil Revenues	On track	March 2014 - Budget Strategy updated to include principles of LTFP	Jul-14	FS	HOP	M
24	P 3	Policy - Policy on longer-term ambitions for oil and gas exploration and production – to what extent and how does FIG wish to manage the pace and scale of future hydrocarbon activities?	No action needed at this time	No progress - Will be informed by EIA. Not urgent at this stage		HOP	DMR	L
25	P 4	Policy - Policy decision needed on future licensing in order to manage impact/pace of future exploration activities	On track	20/3 Current position due to be reviewed by mid 2014.	Jun-14	DMR	HOP	L
42	P 5	Policy - FIG to develop/acquire an economic and financial model for SeaLion / wider oil developments	Completed	18/3 Exploring potential options for model 18/4 Demo of possible commercial model 2/5 Agreement reached on purchase of model - expected June July Model received and various alterations requested to reflect current tax and licencing regime. 19/9 Policy Unit await more detailed information from PMO on phased development proposals in order to generate a new economic model reflecting the new approach. 31/10 Modelling largely completed. To be considered at SOG meeting in November. TASK COMPLETED - Modelling will continue on an ad-hoc basis for SeaLion and any future developments as needed.	Dec-13	HOP	FS	H
26	P 6	Policy - Fuel supply – Need for expansion in fuel storage.	No action needed at this time	No action likely until clarity over fuel licence.		DCS	HOP	L
27	P 7	Policy - Telecoms – issues of monopoly provision and oil company requirements need to be identified, and discussed if necessary.	No action required at this time	FIG, together with oil companies need to define requirements for an oil exploration and development industry. Both short-term solutions and longer term solutions need to be addressed by both parties working together with Cable and Wireless				L

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12a.	PA 1	Port and Stanley Airport – FIPASS for short/medium term improvement and expansion	On track	Jun-14	DCS	PM (Programme Manager)/MO	H
			FIPASS maintenance plan approved and now moved under the programme team for implementation, currently planned for approved maintenance to be completed by mid 2014. Proposals for temporary port facilities to be constructed in Stanley harbour received from Noble and PMO in fully. ExCo paper 1700/13 refers. 29/10 - Replacement flaps tendered and expected to be completed before Christmas break.(PM) 28/03/2014 Work ongoing				
12b	PA 2	Port and Stanley Airport – New Port Facility.	On track	Jun-14	DCS	PM	H
			Design work for new port on target but extended at Stage C to two design options instead of one. Expected completion of Stage C is end September 2013. 29/10- Stage C report delayed till end of October - now completed. Presentations by design team organised for November 2013. ExCo decision to halt any further design work beyond Stage C pending the findings of the Business Case that is in preparation. 28/03/2014 Business case on track for May completion.				
12c.	PA 3	Port and Stanley Airport –Strategic/policy decision needed on port management in the medium-longer term (eg FIG/Port Authority/other models)	On track	?	DCS	AG	H
			First round consultation on a Port Authority model has been completed. A draft model will be consulted on again prior to ExCo. Timescale for this second round consultation are August 2013. 28/03/2014 Agreed to look at following completion of policy on overarching maritime legislation.				
13b.	PA 4	Port and Stanley Airport – infrastructure needed to accommodate increased helicopter activity (permanent structure? And need to accommodate 24/7 operation/all call capabilities)	On track	Jun-14	DCS	PM	M
			A project plan has been drafted and indicative costs included in the 2013/14 budget proposals. Next steps are engagement with oil/helicopter providers prior to a request to ExCo to release funds so that the development can go ahead. 29/10/13 - Project cannot proceed without Oil input. ExCo requested completion of a cost-benefit analysis of the proposals to be conducted by the Policy Unit. 28/03/2014 No change, await oil companies input.				
17b	PA 5	Port and Stanley Airport – Waste Management for Port	No action needed at this time	Dec-16	DCS	DPW	M
			15/02 SOG determined that, in the absence of a stronger business case for this now, waste management was not to be part of new port brief and is to be considered at a later phase (DCS) 13/05 the port will need reception facilities at least and as waste from rigs and ships is ordinarily separated at source this would logically form the basis of a new waste management facility for Stanley. (DPW) 30/09 Development of Waste Management strategy - working group approved by ExCo to be set up, lead by EPO (DPW)				
18b	PA 6	Port and Stanley Airport – Water Supply for FIPASS, FIPASS 2 (Jun 13) and New Port	On track	Dec-16	DCS	DPW	M
			23/1 Covered by Programme Initiation Document (DCS) 25/1 New Main to be installed in March/April to Gordon Lines. New Port, concept & method determined but need info on demand levels to ascertain storage levels needed. Mains to be incorporated in port road for the most part (DPW) 13/05 new target date for water supply to FIPASS two? December 2014? (DPW) 30/09 Temp port likely completion date now June 2014. New water main to road currently planned to commence Nov/Dec 2013 with completion Mar/April 2014 (DPW)				

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19b	PA 7	Port and Stanley Airport – Power Supply for FIPASS, FIPASS 2 (Jun 13) and New Port	No action needed at this time	Dec-16	DCS	DPW	M
			23/1 Covered by Programme Initiation Document (DCS) 25/1 New Port, concept to put new generating station at Port. Cabling/ducting can/will be incorporated in road for port, but need info on demand levels and projections for port and other developments to determine generating capacity needed etc (DPW) 15/02 SOG determined that, in the absence of a stronger business case for this now, a new power station was not to be part of new port brief (albeit a sub-station might be considered) and so is to be considered at a later phase (DCS). 13/05 FIPASS 2 - loads indicated - 500kVa can be accepted, but have recommended to Premier that they ensure backup generating power sufficient for needs is incorporated in project. New Port will need power and provision of that power on site will remove need for immediate link to Stanley, which could not take the additional load from the New Port without more generating capacity, but allow for that link to be completed later. (DPW)				
20b	PA 8	Port and Stanley Airport – Sewage system for FIPASS, FIPASS 2 (Jun 13) and New Port	On track	Dec-16	DCS	DPW	M
			23/1 Covered by Programme Initiation Document (DCS) 25/1 New Port, will have to be incorporated into overall design. (DPW). 15/02 as stated, forms part of design of new port at PW (DCS)				
21a	PA 9	Port and Stanley Airport – Roads for FIPASS, FIPASS 2 (Jun 13) and New Port	On track	Dec-16	DCS	DPW	M
			23/1 Covered by Programme Initiation Document (DCS) 25/1 Survey and Design commissioned, and outline programme produced. Information on traffic loads/levels needed to better inform design. Information also needed on timings for at least basic access being taken to new port site. Potential bottleneck is production of stone. Costed proposal being finalised for additional primary crusher, as otherwise will take probably 3 years to produce stone needed for road (DPW) 1 March 2013 Paper to go to March ExCo on Crusher plant (DPW) Crusher plant approved, exact plant being finalised, recommendation/order placement expected end June 2013, with five month lead in for supply likely. updated 13 May 2013. Specification for Port Road notified for incorporation in stage 3.				
15c.	PA 10	Port and Stanley Airport – Workers Camp possible temporary facilities to house workers associated with port and infrastructure projects	On track		DCS	PM	M
			23/1 Covered by Programme Initiation Document (DCS) 25/1 For new port this is suggested to be provided by the contractor building the port, they can then scale it to their needs. Private sector likely to provide an accommodation camp when needed (DPW) 13/05 FIC have gained outline planning permission for 200 person camp (May 2013) (DPW) 30/09 FIG developing 61 site mobile home park, so some capacity from this appears likely to be available. Others have sought outline planning permission for temporary accommodation but not yet gained. (DPW)				

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GLOSSARY

AD	Anne Drinkwater, FIG Specialist Oil & Gas Advisor
AG	Attorney General
AUPEC	Aberdeen University Petroleum Economics Centre
CE	FIG Chief Executive
CMT	FIG Central Management Team
CoC	Chamber of Commerce
DCS	Director of Central Services
DECC	Department of Energy and Climate Change (UK)
DES	Director of Emergency Services
DMR	Director of Mineral Resources
DNR	Director of Natural Resources
DOE	Director of Education
DOH	Director of Health
DPW	Director of Public Works
EDS	Economic Development Strategy
EIA	Environmental Impact Assessment / Economic Impact Assessment
EOI	Expression of Interest
ExCo	Executive Council
FCO	Foreign and Commonwealth Office (UK)
FIDC	Falkland Islands Development Corporation
FIG	Falkland Islands Government
FIPASS	Falklands Interim Port and Storage System
FIPLA	Falkland Islands Petroleum Licensees Association
FITB	Falkland Islands Tourist Board
FPSO	Floating Production Storage & Offloading
FS	Financial Secretary
H&S	Health and Safety
HEP	Head of Environmental Planning
HOF	Head of Finance
HOP	Head of Policy
IDP	Industrial Development Plan
ITT	Invitation to Tender
KCL	Knights Consulting Ltd
MoD	Ministry of Defence
MPB	Major Projects Board
ORRG	FIG Oil Readiness Review Group
OTC	Oil Technology Conference
PM	Programme Manager
PMO	Premier Oil plc
RKH	Rockhopper Exploration plc
SAR	Search and Rescue
SOG	FIG Strategic Oil Group
TLP	Tension Leg Platform