**UKOPA EPWG Meeting**

**To be held on Wednesday 29th September 2021**

**Commencing 10am virtually via TEAMS**

**Agenda**

1. Attendance, apologies and membership
2. Notes and Actions of Previous Meeting
3. PERO Course
	1. 2021 remaining Course (NB)
	2. Audit 2021 (10-11 Nov) – where to focus (all)
	3. 2023 onward contract requirements
4. 2021 HAC – Moved to 2022 date to be agreed (AM)
5. Stake Holder Engagement (standing item)
	1. IGEM
	2. HSE
	3. EA / SEPA
6. GPG update and UKOPA webinars
	1. Managing developments
	2. Scoping of potential flooding GPG
7. Review of Post-Exercise Reports and learnings (standing item)
8. Sharing from other UKOPA working groups (that EPWG should be aware of) especially IWG
9. Budget and Work Plan
	1. 2021 work plan and budget
	2. 2022 workplan
10. Terms of reference and strategy
11. Date and Venue of Next Meeting/s – tbc

Suggested dates for 2022:

Wednesday 2nd February

Wednesday 25th May

Tuesday and Wednesday 11-12th October (including Emergency Planning Workshop)

Action table from previous meetings:

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| **EPWG Action Summary May 2021** |
| **No** | **Action** | **Date raised**  | **By** | **Progress – May 2021** |
| **27.1** | Arranged HAC discussion with DNV re moving course to 2022 |  |  |  |
| **27.2** | Update GPG36 and circulate to the subgroup for final comments | **05/21** | **AG** |  |
| **27.3** | Add flooding discussion onto the agenda for the Sept meeting | **05/21** | **NB** |  |
| **Previous actions** |
| **24/06** | Ask GNI whether they might share Supply Emergency learnings | **06/20** | **AF** | May 21 - Requested, and followed up, but still awaiting an answer. |
| **21/04** | Update EPWG GPGs to remove term Exclusion Zones  | **6/19** | **AF / NB** | Jan 21 – need to agree how to progress this actionSept 2020 - PERO information has been updated but other EPWG document need checking June 2020 – this item is on going whilst an agreement over the term to be used is foundFeb 2020 – this work needs to be completed when the term has been agreed. A call with the experts at the FSC is to be arranged.2/10/19 – to be completed - Ongoing |
| **21/09** | Bring written learnings from an exercise to the next meeting  | **6/19** | **All** | This item will remain ongoing |
| **18/08** | Inform BW if you are able to invite his unit to an emergency exercise / pipeline open day | **26/6/18** | **ALL** | A number of people expressed an interest in this so the action remains open |