**UKOPA EPWG Meeting**

**To be held on Wednesday 26th May 2021**

**Commencing 10am virtually via TEAMS**

**Agenda**

1. Attendance, apologies and membership
2. Notes and Actions of Previous Meeting
3. PERO Course
	1. 2021 dates and requirements (NB)
4. 2021 HAC – do we plan for a course this year (AM)
5. Stake Holder Engagement (standing item)
	1. IGEM
	2. HSE
	3. EA / SEPA
6. GPG update and UKOPA webinars
	1. 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
10. Terms of reference and strategy
11. Date and Venue of Next Meeting/s – tbc

Action table from previous meetings:

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| **EPWG Action Summary January 2021** |
| **No** | **Action** | **Date raised**  | **By** | **Progress – January 2021** |
| **26.1** | Advertise PERO courses up until June 2021 | **01/21** | **NB** | Courses advertised and bookings being received |
| **26.2** | Liaise with DNV re HAC course for Sept 2021 | **01/21** | **AM/ NB** |  |
| **26.3** | Inform NB of any colleagues to join CP working groups | **01/21** | **All** |  |
| **Previous actions** |
| **24/06** | Ask GNI whether they might share Supply Emergency learnings | **06/20** | **AF** | 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 |