

**UKOPA**

**UNITED KINGDOM ONSHORE PIPELINE OPERATORS' ASSOCIATION**

**Notes of Meeting held at Yarm on 10<sup>th</sup>/11<sup>th</sup> January 2001**

**Present:**

E Findlay, Process & Technology Manager, Pipelines, bp Chemicals (Chairman)  
P Siddals, Transmission Policy Manager, Transco  
R Ellis, Manager, Engineering Pipelines Group, Shell UK Ltd.  
M Harrison, Storage & Dist. Ops Mngr, Huntsman Petrochemicals (UK) Ltd.  
S Wilson, Manager, Pipelines, Powergen gas Ltd.  
K Thomas, Pipelines Superintendent, Huntsman Petrochemicals (UK) Ltd.  
R Michie, Engineering Manager (Transmission), BG Group  
H Morris, Law and Wayleaves Superintendent, BPA  
R McConnell, Consultant, Eutech  
R Hobby, Manchester Jet Line  
J Martin, bp Exploration  
J Varden, Oil and Pipelines Agency  
T Taylor, Pipeline Plant Manager, Esso Petroleum Co. Ltd.  
D Cullen, Senior Pipeline Supervisor, Shell Expro  
Robert White, General Manager, FINA  
K Shah, Terra Nitrogen Ltd (10.01.01 only)  
J Haswell, Divisional General Mngr, Advantica Technologies Ltd (11.01.01 only)  
W P Jones, Secretary

**1. WELCOME AND INTRODUCTIONS**

Ted Findlay welcomed all to the first meeting of 2001, and extended a special welcome to Steve Thomas who has taken the Chair of the PIG Technology and Industry Committee, and who will now represent the Pipelines Industries Guild at UKOPA meetings.

On behalf of the Association, he extended the Association's best wishes to John Coppack, and asked Steve to pass on the Association's thanks for his contribution over the past couple of years.

**2. APOLOGIES**

The following apologies were recorded:

Jane Haswell – Advantica (for 10<sup>th</sup> January)  
David Bruce – Manchester Jet Line – Ron Hobby deputized  
Derek Park – bp Exploration  
Alan Thayne – Health & Safety Executive  
Paul Williams – Transco  
Ken Curtis – Powergen Gas Ltd.  
Dick Grey – Esso Petroleum Ltd.

**3. NOTES OF PREVIOUS MEETING – 17<sup>TH</sup>/18<sup>TH</sup> OCTOBER AT GRIMSBY**

Correction – Note 9.1(i) – Reference to R McConnell in the first paragraph to be replaced with R Ellis.

Subject to the above, the notes were accepted as a fair record of discussions.

**4. ACTIONS ARISING – NOT COVERED ON THE AGENDA**  
**(Note of previous meeting in brackets)**

**4.1 Paper to CBI Conference on Emergency Plans – The Operators’ View (4.1)**

It was agreed that this item is closed.

**Action: Closed**

**4.2 Actioned Work List – Progress Publication of Article in Pipes and Pipelines International (4.2)**

Phill Jones reported that this was being progressed. Draft notes had been received from Ken Thomas on the One-Call System, from Rod McConnell on the database and Jane Haswell is currently drafting a note on Competency and Training Assessment. Contact had been made with John Tiratsoo who has advised that he would be glad to publish.

Footnote – on 11<sup>th</sup> January, Jane Haswell circulated a further draft (Ref. UKOPA/01/0018). Members to comment to Phill Jones by 24<sup>th</sup> January, and Phill Jones then to progress publication.

**Action: WP Jones**

**4.3 Dates of PIG Technical Meetings (4.7)**

Jane Haswell reported that the PIG Technical Meetings for 2001 will be held on 14<sup>th</sup> February and 11<sup>th</sup> April.

She also advised that she had been unable to represent UKOPA on the Committee due to changing work commitments and conflict of priorities, and will be unable to make the next meeting and requested that UKOPA give consideration to nominating a new representative.

Following discussion it was agreed that John Varden will represent UKOPA at the next two meetings and Jane's position will be reviewed at the next meeting of the Association.

#### **4.4 PERO Training (4.8)**

i) Register of Attendance

Phill Jones confirmed that he had received correspondence from Ken Thomas dated 12<sup>th</sup> December, which included a summary of attendance by individual companies at the courses held to date. This will be circulated in the near future, and will be referenced UKOPA/01/0005.

**Action: WP Jones**

ii) Course Syllabus

Phill Jones reported that he had given a copy of the course syllabus (Ref. UKOPA/00/0057) to Ross Michie,

**Action: Closed**

#### **4.5 National Agreement relating to Pipelines (4.11)**

##### **4.5.1 Composite List of Agreements**

Phill Jones reported that he had received information from Paul Siddals of Transco but was awaiting information from other members. Following discussions it was confirmed that no other members had established any National Agreements. Transco have National Agreements with :

- (i) Organisations representing landowners and tenants – NFU, SNFU, CLA and SNFU, the current agreement for period 2000 to 2005
- (ii) Railtrack
- (iii) British Waterways,

Also a draft agreement has been in operation with the Coal Authority and Coal Operators for many years, although never ratified.

**Action: Closed**

**4.5.2 Railtrack Issues**

No progress to report. Discussions ongoing with Railtrack.

**4.6 Exchange of Records – Transco to report on progress (4.12(i))**

Jane Haswell reported that Transco had completed data input of information received into its system, and is considering the UKOPA request to make the data available. On the assumption that this is confirmed, Advantica is preparing a proposal for use of the data in a one call system specified by UKOPA. Ken Thomas is leading discussions for the Association.

**Action: JV Haswell/ K. Thomas**

**4.7 Membership and Administrative Issues (6)****4.7.1 WPJ to Contact BGE, Enron, Montel and BHP (6.1 and 6.2)**

Phill Jones reported that he had made contact with BGE (Mike Snell) and Montel (T Watkins) and both were considering membership for 2001. He also advised that he had been unable to contact Enron (John Oliver) or BHP. He agreed to try Graham Kang or Paul Docherty to progress the Enron enquiry, and Stuart Wilson offered to provide details of a suitable BHP contact.

**Action: WP Jones**

**4.7.2 UKOPA Website (6.4)**

Ross Michie advised that he had been unable to organize a meeting of the group (J Haswell, D Park and Phill Jones) due to work, but would arrange a date for a meeting in the near future to progress the issue.

**Action: R Michie**

*Note : Further to the above a date of the afternoon of the 7<sup>th</sup> March at Loughborough.*

**4.7.3 Issue of Invoices to Members**

Phill Jones reported that this action had been completed.

**Action: Closed**

**4.8 Gasolene Pipelines (13.0)**

R McConnell/RAWG to prepare UKOPA Damage Limitation Paper (13.1)

Rod McConnell reported that he had been in contact with Peter Davies of BPA on this issue, and it is their considered opinion that it would not be helpful at this stage for UKOPA to produce a damage limitation paper on the issue, as industry papers had already been produced via PIG. The proposal was accepted and Steve Thomas agreed to forward copies of PIG papers on the issue to Phill Jones for circulation to UKOPA members.

**Action: S Thomas / WP Jones**

#### **4.9 National Emergency Management Standards (14.1)**

M Harrison to report on attendance at a course

Mark Harrison reported that he had attended the course which had been very good but very much plant oriented. There were a number of issues which could however be applicable to the PERO course. Rod McConnell tabled a document titled 'NEMS System Introduction' (Ref. UKOPA/01/0009) and it was agreed that this should be passed to Jim Watson for information/comment. It was also agreed that Rod would invite D Evans (MD of Link Associates) to give a presentation at the next meeting.

**Action: R McConnell**

#### **4.10 Pipeline Cost Reduction Initiative (14.2)**

Ted Findlay to set up a presentation of bp initiative in association with IPLOCA

Ted Findlay reported that Dr Sanderson who is responsible for this initiative within bp, had not been available for this meeting, but would endeavour to arrange the presentation for the next meeting.

**Action: T Findlay**

### **5. CORRESPONDENCE**

- 5.1 Phill Jones reported that a final correspondence list for 2000 had been circulated (Ref. UKOPA/00/0129). He also advised that 2001 correspondence - UKOPA/01/001 to 0004 and UKOPA/01/0006 to 0008 inclusive - had been issued. UKOPA/01/0005 would be issued shortly.
- 5.2 Phill Jones also requested the Association's permission to investigate costs of recording all correspondence from 1997 to the end of 2000 on CD. This was agreed.

**Action: WP Jones**

## **6. MEMBERSHIP AND ADMINISTRATIVE ISSUES**

### **6.1 Progress on Memorandum and Articles of Association**

6.1.1 Ted Findlay reported that the Management Steering Group had actioned Phill Jones to review/redraft the draft Memorandum and Articles of Association to more accurately reflect the needs and workings of the Association.

6.1.2 With regard to the proposal for Associates being represented on MSG, Ted Findlay advised that there is no objection to this in principle, but he could foresee difficulties in the selection of one person to represent all, and asked Associate members to consider further. Mark Harrison added that he did not see a problem with the agreed arrangements and that the amount of monies collected from fees will be only that which is required to properly finance the Association's activities, and any revised proposals would need to be reviewed by all members.

### **6.2 Secretariat Services**

Ted Findlay reported that at a specially convened meeting of the Management Steering Group immediately following the Association meeting on 18<sup>th</sup> October, it had been agreed to accept Pipeline Integrity Engineers' quotation for provision of a secretariat service to the Association. This had subsequently been confirmed in writing and accordingly Phill Jones had been appointed as Secretary to the Association.

## **7. FINANCE REPORTS**

### **7.1 Membership Fees**

As previously reported (Item 4.7.3), all invoices for membership fees had been issued, and Phill Jones reported that payment had been received from most companies at the time of reporting. Three payments are currently outstanding.

### **7.2 Bank Balance**

Phill Jones also reported that the current balance is £34,837.50, but monies available to the Association is £30,939.07 as £3,898.43 is owed to Customs and Excise for VAT. This may be further affected by uncertainty regarding possible payment to Advantica Technologies Ltd associated with the Leak Database Seminar – see Item 8.3.2.

**7.3 VAT Return**

Phill Jones reported that the first VAT quarter ended on 31<sup>st</sup> December 2000, and that payment was due by 31<sup>st</sup> January 2001. This is being progressed on a cash accounting basis (i.e. based on invoices paid rather than invoices issued).

**Action: WP Jones**

**7.4 Membership Fees**

Ted Findlay advised that membership fees for 2001 would be issued in May after the next meeting of the Association. Phill Jones to include an item on the agenda of that meeting.

**Action: WP Jones**

**7.5 Audit Arrangements**

Ted Findlay advised that the MSG had authorized Phill Jones to appoint Robinson's Chartered Accountants based in Newcastle upon Tyne to act as the official auditors for the UKOPA accounts.

**Action: WP Jones**

**8. REPORT FROM THE RISK ASSESSMENT WORKING GROUP**

**8.1 HSE Liaison Update**

**8.1.1 Actions Arising**

Ted Findlay, Jane Haswell and Paul Siddals to meet with Nick Starling (7.1)

Ted Findlay reported that the meeting had been postponed because of Nick Starling's involvement in Railtrack issues, and that the meeting will now go ahead with Mr Kevin Allars on either 30<sup>th</sup> January or 15<sup>th</sup> February. The meeting will be at Bootle where Mr Allars is based. Jane Haswell is to provide background information to brief him before the meeting which will also be attended by Ted Findlay, Mark Harrison, Paul Siddals and Rod McConnell for UKOPA. Rod McConnell advised that he understood that Bruce McCullough and Alan Thayne would be present to support Mr Allars.

*Note: further to the above, it was subsequently confirmed that the meeting will be held on 9<sup>th</sup> February.*

**Action: T Findlay, M Harrison, P Siddals, R McConnell**

Paul Siddals informed the meeting that two of Transco personnel (Neil Jackson and Ian Harrison) had recently met with two members of HSE's MSDU, at which the HSE outlined procedures followed by MSDU in considering planning applications which are referred to them. They suggested that the actual level of refusals are very low and that they use criteria listed in their Hazardous Installations Manual, a copy of which may be provided for information. All agreed that this may be useful to UKOPA discussions on land planning issues.

### **8.1.2 Regulating Higher Hazards**

Paul Siddals also referred to HSE's Consultation Document on Regulating Higher Hazards and on which the CBI have commented on on behalf of industry in general. He recommended that the summary of the document should be read/reviewed by all members as they may find it appropriate or even desirable to submit specific company comments on certain issues.

**Action: Members**

## **8.2 Land Use Planning Strategy**

### **8.2.1 Actions Arising**

Risk Assessment Work Group to review HSE documents, Transco comments and latest HSE documents circulated by CBI (7.2.1 {iv})

Rod McConnell reported that he had been unable to arrange a meeting of the Group due to other commitments, but would organize one in the near future.

**Action: WP Jones**

## **8.3 Pipelines Damage Database**

### **8.3.1 Actions Arising**

(i) R McConnell to organize a meeting of the RAWG (7.3.2)

See Item 8.2.1.

**Action: R McConnell**

(ii) R McConnell to action points (i) to (v) relating to the Leak Database Seminar

Rod McConnell reported that all actions had been completed, although two actions, (iii) and (iv), had been overtaken by events in that the Seminar had subsequently been restricted to UKOPA presentations and the proposed presentations by Robin Hill and John Mather had not been progressed.

**Action: Closed**

### 8.3.2 Update

(i) Report on the Leak Database Seminar held on 30<sup>th</sup> November 2000

It was reported that the UKOPA Pipeline Leak Database Seminar was held on 30<sup>th</sup> November at the Runcorn Conference Centre as planned, and was attended by 47 representatives from pipeline operators, the HSE and a range of industry experts and consultants currently active in the fields of asset management, damage assessment, failure prediction and risk analysis.

The session was held in two separately chaired sessions, each including a discussion period. Following advice received at the last UKOPA meeting, the agenda was constructed of related and linked presentations which:

- a) stated UKOPA's purpose in developing and publishing the database,
- b) presented the results of Phase 1 (leak data), and
- c) described the scope of Phase 2 of the project (damage data and its application to the development of pipeline failure frequency predictions).

The seminar was introduced by Mark Harrison on behalf of UKOPA, presentations were given by Rod McConnell and Ray Hicks of the FDMG, with additional presentations from Advantica personnel only. The FDMG had decided against the use of external speakers to ensure the message was clear and focused.

The first session, chaired by Derek Park, concentrated on the results of the leak database and comparison with the European (EGIG) data. The second session, chaired by Bruce McCullough of the HSE, concentrated on the application of the fault data, specifically how it is used in failure modeling.

The discussion periods for both sessions were chaired by Roger Ellis and indicated strong support for and interest in the UKOPA work. The seminar was very well received and the FDMG has proposed that in order to build on the interest generated, and to further raise the profile of the work, the UKOPA leak data report be submitted for publication in the Pipes and Pipelines International Journal. This proposal was supported by members and Phill Jones was actioned to progress.

**Action: WP Jones**

Steve Thomas advised that PIG may also be prepared to publish the report and agreed to investigate and advise Phill Jones.

**Action: S Thomas**

Phill Jones informed members that he had received a written enquiry from Dennis Keen of Andrew Palmer and Associates asking for information on how independent consultants can obtain access to the database. Following discussion, it was agreed that the enquiry should be forwarded to Rod McConnell who would raise the matter at the next meeting of the FDMG and prepare a proposal.

**Action: WP Jones / R McConnell**

(ii) Costs / Income Associated with the Seminar

The Seminar admission cost had been priced at £75.00 (incl of VAT) per delegate to ensure costs were covered. Total costs were £500 (plus VAT) for the conference facilities, and £250 (plus VAT) for buffet lunch and refreshments. Total income expected is £3564.58.

Of this amount, £1839.38 had been made directly payable to BG Technology Ltd (now Advantica) and it has been suggested that as Advantica had incurred costs over and above that associated with development and management of the database project, specifically in preparation for and giving presentations at the Seminar, any surplus monies (£843.75) be paid to Advantica.

Roger Ellis and Rod McConnell agreed that Advantica had probably not recovered the costs involved in their participation and support of the seminar, but considered that the situation was not as straightforward as it might be due to the current status of the (Advantica) development and management of the database contract. It was therefore agreed that the proposal to pay the additional money should be referred to the FDMG for consideration.

**Action: R McConnell / FDMG**

(iii) Progress Update

Paul Siddals brought the following items to the attention of members:

- (a) EGIG is considering a proposal to develop a database, currently referred to as EGIG Plus which will cover all installations. It was agreed that the FDMG would consider whether there was any merit in developing such a database for UKOPA.

**Action: R McConnell / FDMG**

- (b) Distrigas had reported discovery of a severe corrosion defect which is thought to have resulted from a lightening strike where the lightening charge travels along the pipeline and exits at a point of low soil resistivity/coating damage.

**9. REPORT FROM THE EMERGENCY PLANNING WORK GROUP**

**9.1 Update on Emergency Planning Issues**

**9.1.1 Actions Arising**

- (i) J Haswell to organize a meeting of the EPWG (8.2)

J Haswell reported that a meeting had been held on 6<sup>th</sup> December.

**Action: Closed**

- (ii) EPWG to consider and initiate UKOPA action relating to Local Authority Responses to UKOPA proposals (8.3)

J Haswell reported that this action had been completed and is covered under 9.1.2.

**Action: Closed**

**9.1.2 Progress Update**

On behalf of Jane Haswell, Phill Jones reported that an EPWG meeting was held on 6<sup>th</sup> December and notes circulated as UKOPA/01/0004. All actions had been completed / were ongoing as listed below:

### 9.1.2.1 Responses to UKOPA and Transco from LA's regarding the approach to testing of emergency plans

The EPWG had reviewed the responses to both UKOPA and Transco correspondence to Local Authorities, together with a note summarizing the background and results. The EPWG concluded that the responses clearly demonstrated the variation in interpretation and understanding which exists, and confirmed that further work to build on areas of potential agreement and avoid obvious sources of conflict was justified. The EPWG recommended that this be achieved through changes to the proposed amendments and associated guidance, and that an ACOP be prepared before an amendment is enacted. A note summarizing the background, results of the review, and conclusions and recommendations of the EPWG had been issued by the WG Chairman on behalf of the Group (UKOPA/01/0003). This note, together with copies of all responses received by UKOPA and Transco, had been issued by the EPWG to HSE (N Briscoe) requesting a further meeting of the PEPF be called to discuss and address the issues raised (UKOPA/01/0002).

N Briscoe had forwarded a questionnaire and paper of PEPF strategic aspects to stakeholders in July 2000 (UKOPA/00/0084), and had requested views from UKOPA. J Haswell reported that the EPWG had considered and drafted responses to the questions posed to operators and, where appropriate, the questions posed to LA's. The responses, together with comments on the PEPF Strategic Aspects paper had been sent to N Briscoe (UKOPA/01/0002). J Haswell noted that the review of LA responses to UKOPA and Transco, which was enclosed with the response to the questionnaire and Strategic Aspects paper, had been quoted as reference material in responding some questions.

### 9.1.2.2 PSR – Revised Operator Guidance

The draft operator guidance (UKOPA/00/0083) circulated by HSE had been reviewed by the EPWG. HSE had circulated the operator guidance with a note stating that as the majority of issues affected offshore operators, the draft guidance had been prepared with input from UKOOA.

The EPWG considered that the issues relating to the responsibilities of owner, asset manager and service provider warranted detailed consideration with respect to specific existing situations. J Haswell had noted that although the draft guidance had been prepared by HSE and UKOOA, a number of examples used to explain responsibilities related to onshore Public Gas Transporters, and recommended that in particular Transco review and confirm agreement with the guidance.

## 9.2 Public Awareness

### 9.2.1 Actions Arising

- (i) Alan Thayne to investigate whether he could provide a copy of the HSE Report relating to CIMAH Sites (12.1 {i})

Alan had confirmed that a copy of the report will be forwarded to Phill Jones at Ambergate in the next couple of days.

- (ii) Alan Thayne to investigate whether there is anyone in the HSE who could/would be prepared to give a presentation to UKOPA on HSE research carried out to date (12.1 {ii})

Alan had also advised that he is investigating who in the HSE might be able and prepared to do the presentation. If this is not successful, he will contact the authors of the report – Gordon Walker of Staffordshire University, Peter Simmons and Brian Wynne of Lancaster University, and Alan Irwin of Brunel University to see if they can help.

**Action: A Thayne**

- (iii) EPWG to prepare UKOPA statement on Public Awareness (12.1 {iii})

On behalf of J Haswell, P Jones reported that the UKOPA Statement on Public Awareness had been included on the agenda of the EP Working Group meeting held on 6<sup>th</sup> December, and that a record of discussions and actions is included in the notes of the meeting (Ref. UKOPA/01/0004).

Issues relevant to UKOPA's position and actions required to justify/qualify a UKOPA position had been identified and recorded. Phill Jones and Jane Haswell had been actioned to draft a short statement indicating that:

- (i) Pipelines are a safe form of transport.
- (ii) Information is already publicly provided to stakeholder groups, particularly those groups likely to cause damage to pipelines, and
- (iii) Therefore there is no need for a public awareness initiative.

**Action: Ongoing – J Haswell / WP Jones**

### 9.3 PERO Issues

Ted Findlay welcomed Jim Watson who joined the meeting to present feedback on PERO courses held to date. A summary Record of Attendance had previously been provided by Ken Thomas and circulated as UKOPA/01/0005, and overheads used by Jim Watson in his presentation are attached as UKOPA/01/0017.

Details of course attendance, pass rates and feedback from students/attendees are listed in the attachment, but the following points were highlighted during the presentation/ subsequent discussions:

- (i) The first three courses were 3 days whilst the last two were 2.5 days. Student feedback considered in general that 2.5 days is too short as it did not provide adequate time for preparation for assessment. Jim Martin who attended the course agreed with this, whilst Stuart Wilson thought that 2.5 days was adequate.
- (ii) There had been some controversy/confusion regarding the content of the lecture on breathing apparatus and chemical protection suits, the purpose of which is to give an appreciation of the restrictiveness of the equipment rather than training in its use.

Jim Martin commented that if the course is to be retained at 2.5 days, then consideration could be given to shortening this particular session. He felt that the objective could be achieved by undertaking the exercise in the class – rather than outside in the dark.

- (iii) Difficulty had been experienced in organizing suitable input from the Police.

Ken Thomas thanked Jim Watson for his and college staff efforts in setting up and running the courses and advised members that a number of questions now arise:

- (a) What is the likely further demand?
- (b) Do courses need to include environmental matters?
- (c) Does UKOPA want to develop a plan for refresher courses?
- (d) What should the course attendance be limited to? (Feedback indicated that 12 is too much)

Jane Haswell commented that the course feedback is specific and can be addressed, the marks and pass rates are good, and that UKOPA should include PERO training into the Competency and Training Assessment Framework. Ken Curtis is already looking at this.

**Action: K Curtis**

Roger Ellis agreed with Jane and suggested that the proposal could possibly be linked with NEMS, which would align with UKOPA's aim to have a standard

approach to response and terminology. This will be further explored at the next meeting if the NEMS presentation is organized.

With regard to the questions (a) to (d), it was agreed that Ken Thomas would prepare a questionnaire and circulate to all members following agreement at the EPWG.

**Action: K Thomas**

#### **9.4 Definition of Emergency Levels**

Ken Thomas referred to his e-mail to Phill Jones dated 12<sup>th</sup> December (included in UKOPA/01/0005) and in particular to his comments relating to definitions of emergency levels.

The current definitions used on the PERO course are in line with previously agreed UKOPA definitions set down in the notes of a previous Association meeting and which are based on a descending order of severity (extract of relevant notes attached as UKOPA/01/0010) and as detailed in the overheads used by Ken at the meeting (Ref. UKOPA/01/0011).

He now noted that a number of sources have highlighted that this approach is inconsistent with other systems, such as that used on COMAH sites which are in ascending order to indicate severity, and suggested that UKOPA should consider changing its position on the matter.

Following discussion it was agreed that UKOPA should use the ascending order. Ken Thomas to arrange the necessary changes to the PERO course syllabus and produce a UKOPA position paper for the record.

**Action: K Thomas**

#### **9.5 Jane Haswell Paper – Emergency Planning for High Pressure Gas Pipelines**

Phill Jones drew attention to the paper that had been prepared by Jane Haswell for SIESO and which is to be featured in the Society's magazine. He recommended it as a very useful reference in terms of UKOPA's position on emergency planning. The paper has been circulated as UKOPA/01/0006.

### **10. LEGISLATION UPDATE**

#### **10.1 Amendments to PSR 1996**

##### **10.1.1 Actions Arising**

- (i) J Haswell/EPWG to progress a UKOPA response to HSE in connection with two papers issued by N Briscoe and circulated as UKOPA/00/0084 (9.1{i})

Jane Haswell reported that this action had been completed and the response is included in the letter dated 5<sup>th</sup> January 2001 to Neville Briscoe (Ref. UKOPA/01/0002 – Attachments 1 and 2).

**Action: Closed**

- (ii) J Haswell/EPWG to prepare UKOPA response to HSE relating to proposed amendments to guidance on Definition of Operators (9.1{ii})

Jane Haswell reported that the draft amendment had been discussed at the EPWG meeting held on 6<sup>th</sup> December 2000. In general, the Working Group considered the draft amendment to be a step forward but that the issues are complex. It had been agreed that Phill Jones would ask Alan Thayne if he would provide an overview at the next UKOPA meeting and this will now be progressed for the next meeting.

Jane Haswell suggested that if members had any specific concerns/queries on the matter, then these should be forwarded to Phill Jones in advance of the meeting, who would collate and send to Alan Thayne for consideration before the meeting.

**Action: Members / Phill Jones**

### 10.1.2 Update

No specific update to report, but Paul Siddals informed members that, following discussions at the last meeting regarding the Concorde disaster, he had checked the report and advised that it was confirmed that debris on the runway had not been cleared because responsible personnel had been involved in an emergency exercise – see Ref. UKOPA/00/0019.

All agreed that this should be borne in mind in discussions regarding proposed amendments relating to the testing of emergency plans.

### 10.2 Pipelines Safety Instrument

Nothing to report.

### 10.3 Routing Guidelines

No change to report. Still awaiting response from J Havard of DTI to UKOPA/00/0053.

#### **10.4 Developments in the USA**

Paul Siddals drew members' attention to developments in the United States relating to proposals to introduce additional risks to enhance pipeline safety, and tabled a copy of a notice released by the US Department of Transportation – attached as UKOPA/01/0012.

Immediate attention appears to be focused on corrosion and cathodic protection on hazardous liquid pipelines, but gas pipelines are also being targeted for improved safety standards.

### **11. ONE-CALL SYSTEM**

#### **11.1 Cheshire (Trial) One-Call System**

Ken Thomas presented the results of the Cheshire Trial (Ref. UKOPA/01/0013) and advised members that the system is still fulfilling a useful purpose. The number of enquiries, however, do tend to emanate from larger contractors who are working for the utilities. It is possible that advertising could attract smaller contractors but there is no plan for this at the moment.

He advised that the current plan is to continue with the trial into the longer term but this may be affected by developments in other areas.

#### **11.2 PIG Seminar on One-Call System**

Ken Thomas also reported that the PIG Seminar held in Birmingham was well attended, and that there was wide support to progress proposals for a National system. A Working Group is being formed under the Chairmanship of Sir John Cullen, the first meeting of which is to be held later in January and several members have been invited to attend, i.e. Huntsman, BPA, OPA and Esso.

Following recommendation, it was agreed that we should aim to be represented as UKOPA by at least one of the attendees. Ken Thomas agreed to progress this.

**Action: K Thomas**

#### **11.3 NJUG Exchange of Records Trial**

Ken Thomas updated members on progress to date – see attached (Ref. UKOPA/01/0014) and informed members that it is currently intended to run the trial to March, but its future beyond March is uncertain at this stage. Ken Thomas to monitor developments.

**Action: K Thomas**

In response to a query from Phill Jones, and in view of the uncertainty regarding the future of the trial, it was agreed that a decision will be taken at the next meeting on whether to continue as an Associate member of NJUG. Any request for payment received during the interim should be held pending that decision.

**Action: WP Jones**

**12. COMPETENCY AND TRAINING ASSESSMENT**

**12.1 Actions Arising**

Ken Curtis to develop the UKOPA framework as UKOPA Guidelines including 'monitoring of work'.

Jane Haswell reported that this was ongoing.

**Action: K Curtis**

**12.2 Update**

It was confirmed (as per previous meeting) that the GINTO proposals are aimed at a higher level of qualification (engineering staff) rather than for those who actually undertake work on the ground. UKOPA guidelines will be developed in line with the developed framework and will include monitoring of work and PERO requirements.

**Action: K Curtis / CTAWG**

Jane Haswell reported that she had been contacted by Alistair Hay of Petrotechnics who is working for bp in Aberdeen, relating to the development of a competency management assurance system (CMAS), and who would like to make a presentation to the UKOPA Working Group on the subject. It was agreed that Jane would obtain further information from Mr Hay and progress with the Working Group.

**Action: J Haswell**

**13. PIPELINE ABANDONMENT**

Donal Cullen drew members' attention to a number of references to pipeline abandonment in various documents (including PSR 1996 and IP6) – see attachment (Ref. UKOPA/01/0015).

Whilst there are several references to abandonment, there are no guidelines on abandonment techniques and he suggested that there may be some benefit in developing a UKOPA position statement on the subject.

Following discussions on different options for abandonment and how the techniques for such activity could be ranked, including cost and environmental impact, it was agreed that the proposal should be pursued.

Donal Cullen confirmed that he is to prepare a note on the subject for Shell Expro's information/use, and offered to share this with members at a future meeting as a possible start to the process. This was accepted.

**Action: D Cullen**

**14. REVIEW OF 2000 ACTIVITIES**

Jane Haswell suggested that a written summary of annual activities would be of benefit to members for a number of purposes, such as keeping their company managers advised of UKOPA work and initiatives, or to be used as an aide-memoire in discussions with other organizations. It could also form the basis of an article for publishing in pipeline magazines.

The suggestion was accepted and Jane agreed to prepare a draft for 2000 activities which could be used as a framework for future years.

**Action: J Haswell**

**15. ANY OTHER BUSINESS**

**15.1 Members of UKOPA Working Groups**

Phill Jones advised members that currently there is no formal record of Working Group members and suggested that details of members, terms of reference, deliverables and programmes should be issued as a UKOPA referenced document on a regular basis.

This was agreed. Working Group Chairmen to provide details to Phill Jones.

**Action: J Haswell / R McConnell / K Curtis**

**15.2 MSc Course in Pipeline Engineering**

Rod McConnell drew attention to an MSc Course in Pipeline Engineering which is being run at the University of Newcastle upon Tyne, and advised that he would be participating/lecturing in the capacity of visiting Professor – Ref. UKOPA/01/0016.

He requested members' agreement to talk about UKOPA and suggested that the Association should sponsor some form of prize on the course. Both proposals received unanimous agreement.

**Action: R McConnell**

**15.3 PIG Seminar on Pipeline Testing**

Steve Thomas informed members that the Guild is organizing a seminar on pipeline testing to be held on 1<sup>st</sup> March 2001. He agreed to forward details to Phill Jones for on-pass to members.

**Action: S Thomas / WP Jones**

**15.4 Agenda Item on HS&E Issues**

Following a proposal from Ross Michie, and in line with the Association's terms of reference, it was agreed that a standard item – HS&E Issues – would be included on agendas of future meetings. Ross Michie agreed to draft a Safety Information Notice in connection with the proposal.

**Action: R Michie**

**16. VOTE OF THANKS TO THE OUTGOING CHAIRMAN**

On behalf of members, Paul Siddals thanked Ted Findlay for all his hard work as Chairman during a year which has seen the Association develop further as an Organisation.

Ted acknowledged the gesture, advised that Mark Harrison will be taking over as Chairman at the next meeting, and confirmed that he would continue to attend as representative of bp Chemicals.

**17. DATES OF NEXT MEETINGS**

- 17.1 16<sup>th</sup>/17<sup>th</sup> May 2001. Venue – Rheidol Power Station  
Evening meal to be sponsored by BG Group (Ross Michie)

17.2 12<sup>th</sup>/13<sup>th</sup> September 2000

Donal Cullen to investigate possibility of holding the meeting in Aberdeen