

## UKOPA

### UNITED KINGDOM ONSHORE PIPELINE OPERATORS' ASSOCIATION

#### Notes of Meeting held at Daresbury on 25<sup>th</sup>/26<sup>th</sup> September 2002

**Present:**

R. Ellis, Manager, Engineering Pipelines Group, Shell UK Ltd (Chairman).  
 M. Harrison, Storage & Distribution Operations Manager, Huntsman Petrochemicals (UK) Ltd.  
 E. Findlay, Process & Technology Manager, Pipelines, bp Chemicals.  
 N. Jackson, Transmission Policy Adviser, Transco.  
 R. White, General Manager, TotalFinaElf.  
 K. Curtis, Powergen Gas Ltd. (26<sup>th</sup> only).  
 R. Michie, Engineering Manager (Transmission), BG Group.  
 H. Morris, Law and Wayleaves Superintendent, BPA.  
 T. Taylor, Pipeline Plant Manager, Esso Petroleum Co. Ltd.  
 D Cullen, Senior Pipeline Supervisor, Shell Expro.  
 P. Docherty, ETOL.  
 P. Williams, Network Services Manager North, Transco (25<sup>th</sup> only).  
 S. Kennedy, Network Services Design Manager, Transco.  
 B. McCullough, Health and Safety Executive (26<sup>th</sup> only).  
 R. McConnell, Consultant, ABB (25<sup>th</sup> only).  
 J. Haswell, Pipeline Integrity Engineers Ltd.  
 W. P. Jones, Pipeline Integrity Engineers Ltd. (Secretary).

## 1 WELCOME AND INTRODUCTIONS

### 1.1 Welcome and Introductions.

The Chairman welcomed all to the meeting, and thanked Rod McConnell/ABB for hosting the meeting.

On behalf of the Members, he also thanked Mark Harrison for his commitment and contribution to the development of the Association during his term of office as Chairman. He reflected on the development of the UKOPA organization over the last few years, its status and recognition in the industry and thanked all members and in particular past chairmen and the secretary for their valuable contribution.

## 2. APOLOGIES.

The Secretary reported that apologies had been received from:

David Bruce and Ron Hobby – Manchester Jet Line.  
 Peter Roberts – Transco.  
 Phil Brown – Transco – Neil Jackson deputising.  
 Ken Thomas – Huntsman Petrochemicals (UK) Ltd.  
 Andy Watts – Powergen Gas Ltd.  
 Dick Grey – Esso Petroleum Co. Ltd.  
 Lindsay Boswell – bp FPSI – Jim Martin deputizing.  
 Peter Davis – BPA.

### 3. Presentations.

#### 3.1 Presentation by Adam Gallagher, Director, Skyvision/Orbital on “Latest Developments and Trends in Aerial Surveillance”.

Adam’s presentation covered the systems/techniques which are available now for undertaking pipeline surveillance together with an overview of potential development for future surveillance, including application of various satellite systems.

The overheads used in the presentation will be circulated separately, reference UKOPA/02/0072, and will be posted on the Association’s website in the near future, The presentation covered :

- (a) Surveillance – a part of the solution of pipeline protection.
- (b) Purpose of surveillance.
- (c) The potential threats to pipeline integrity which surveillance is employed to detect.
- (d) Potential consequences of undetected activity which results in damage to the pipeline.
- (e) The qualities required of surveillance systems.
- (f) A review of what is done now and alternatives available now, together with strengths and weaknesses and including views on possible future developments of alternatives.
- (g) The systems covered were :

Helicopter surveys, including reference to improvements made to reduce the risk of collision.

Satellite operations – photography, aerial digital imagery, multi spectral scanning, radar and video.

Aerial vehicles – manned and unmanned.

Ground based monitoring.

Conclusions offered were :

- Satellite systems need improvement in resolution, analysis and delivery.
- UAV’s do not provide any benefit over conventional flying.

- MAV's empower the pipeline but there is a question over safety,
- Conventional flying answers all requirements.

The presentation was well received and ended with a lively question and answer session.

Roger thanked Adam for a very interesting presentation, the subject of which is relevant to pipeline operators, and for the time he had spared from a busy schedule to do so.

### **3.2 Presentation by Dr. Gordon Walker, Chairman Working Group on Pipelines “Risk Perception – Major Accident Hazards and Pipelines”.**

Gordon introduced his presentation by informing Members that Risk Perception has been the subject of research for about 30 years. The research had initially been focused on gaps between expert knowledge and lay opinion and correcting public misinterpretations. More recently however, research has been focused on understanding perception of risk and how risk perceptions are formed and constructed. Most of the research is not specifically related to major accident hazards and most of it has come from the USA rather than the UK.

He went on to refer to the HSE project which was a study of public perception of risk in relation to seven different sites, of which four were CIMAH sites. The study involved ninety six focus groups made up of residents living around the sites, and the final report is available on the HSE website – reference 194/198. One of the conclusions was that all sites are different and pipelines are different to installations.

He went to explain the approach adopted and the main findings including evidence on how people are influenced, how people reason and argue about risk, findings on policy issues and findings on CIMAH sites. The findings are summarized in the attachments – reference UKOPA/02/0073. The overall findings were :

- there is a day to day toleration of living with risk
- this toleration is tacit and based on putting up with it and hoping it will get better
- toleration and community consent is unstable and can be easily lost.

The reasons why pipelines are considered to be different are :

- Local context and sources of evidence are very different
- The existence of the pipeline, let alone risk, may be unknown
- There are no everyday indicators – visual, smell etc.
- There is usually no association between the pipeline and local benefits such as employment
- The corporate identity of the operator may be unknown

- There have been no risk communication obligations or initiatives applied to pipelines
- The distribution of risk is spatially more extended rather than focussed
- Pipeline risk may be evaluated in comparison to other alternative forms of transport

The conclusion drawn from the above is that it is difficult to read across from fixed sites to pipelines, and that wider risk communication – if it happens – will need to be approached carefully and sensitively. The proposed HSE project on the issue should provide more answers.

As in the previous session, the presentation ended with a lively question and answer period relating to a subject which is, and will continue to be for some time, of deep interest to the Association. During this period, Bruce McCullough advised members that the HSE research project which had been the subject of 13 bids had been placed on hold. In answer to a question, he also advised that the main driver for the work was to provide information in advance of the proposed European Instrument.

Roger thanked Gordon for a very interesting presentation, the subject of which is extremely relevant and topical to all pipeline operators, and for the time he had spared from a busy schedule to do so.

#### **4. NOTES OF PREVIOUS MEETING (15<sup>th</sup>/16<sup>th</sup> May 2002 - UKOPA/02/0049)**

The notes of the previous meeting were accepted as a fair record of discussions.

#### **5. ACTIONS ARISING (not covered on the agenda)** **(Note of previous meeting in brackets)**

##### **5.1 Members of UKOPA Working Groups etc (5.3)**

Extend UKOPA/01/0058 to include work plans and deliverables.

Phill Jones reported that this action had been completed, and that the revised document had been issued as UKOPA/02/0062.

**Action closed.**

##### **5.2 PERO Issues (5.4)**

- (i) Develop proposals for PERO Updates.(5.4).

Ken Thomas to forward agenda for refresher course to Phill Jones for circulation – when available.

In the absence of Ken Thomas, Mark Harrison reported that the agenda

had not yet been received, but it is the intention to include two table top exercises as part of the course. He also advised that it is not essential that the venue for the course be the Fire College.

Only one nomination had been received to date by the College for a new course and, as a result, one had not yet been arranged. Mark therefore confirmed that nominations are needed from all members for both first time and refresher courses for 2003. All nominations can be routed through Ken Thomas and Phill Jones was actioned to issue a reminder to all Members with details of Ken Thomas' email address.

**Action – Phill Jones.**

Jane Haswell suggested that it might be in UKOPA's interest to underwrite the courses on a minimum basis in order to avoid losing the initiative if there is a real threat of this occurring. Following discussion it was agreed to review the matter following confirmation of Members' training requirements as actioned above.

**Action – To be reviewed at the next meeting.**

(ii) Review Position Within Transco ( re use of term PERO)

EPWG to develop principles for the use of the term PERO.

Jane Haswell confirmed that this matter had been discussed by the EPWG as actioned, and that the Group had been advised that Transco had introduced the term PERO into it's internal procedures in order to ensure consistent understanding of the principles and responsibilities of the role. Transco is still concerned however regarding the suggestion that a PERO from one company could act as the PERO for another company until the affected company PERO turned up on site. This will be discussed further, but it was noted that the Group considered that standard briefing material for the PERO could assist in addressing this issue.

**Action : Jane Haswell.**

(iii) KenThomas to arrange for the Fire College to contact persons who have attended a PERO course to advise of the need for a refresher.

In the absence of Ken Thomas, Mark Harrison reported that this action was being organized.

**Action : Ken Thomas.**

- (iv) UKOPA position paper on definition of emergency levels

Roger Ellis to amend UKOPA/02//0028 to include reference to the public and the environment.

Roger confirmed that this had been actioned, and that the document had been reissued by Phill Jones under the same reference number.

**Action Closed.**

### **5.3 CAA – Pipeline Maps.**

Phill Jones to contact the CAA to explain the makeup of UKOPA and offer contact details for specific Members. (19.3).

Phill Jones reported that he had written to the CAA and that a copy of the letter had been circulated to Members – ref UKOPA/02/0064 – and that a reply had been received dated 3<sup>rd</sup> September which requested addresses for BG International Powergen Gas Ltd., Enron Teeside Operations and Terra Nitrogen (UK) Ltd.

Phill Jones was actioned to forward the requested details.

**Action : Phill Jones.**

### **5.4 Newcastle University – M. Sc. Course – UKOPA Sponsered Prize.**

Rod McConnell to advise when prize to be awarded and Phill Jones to issue Cheque (19.5)

Rod McConnell reported that there had been no development on this issue. He also advised that the course for 2002/20003 will be attended by 18 students.

### **6. UKOPA Terms of Reference.**

The Chairman advised Members that it had been agreed in 1998 that the Terms of Reference for the Association should be reviewed on an annual basis. In view of the status of the Website it was considered timely to undertake a review and to agree any change if appropriate.

Following discussion it was agreed that all Members and, in particular, Chairmen of the Working Groups, should review the Terms with specific reference to ongoing activities. Comments to be sent to Phill Jones.

**Action : Working Group Chairmen and Members.**

7. **CORRESPONDENCE**

7.1 **Actions Arising**

Recording of Association Correspondence on CD (6.1).

P Jones reported that he had delivered hard copy of all official correspondence prior to 2001 to Visual Software, and had received a quote for scanning. He would now invite further quotes for comparison.

**Action : Phill Jones.**

7.2 **Updated/Final Correspondence List –2001.**

Phill Jones reported that an updated correspondence list for 2002 had been circulated as UKOPA/02/0070, and asked Members to let him know if they were missing any items.

**Action : Members.**

8. **MEMBERSHIP AND ADMINISTRATIVE ISSUES**

8.1 **Progress on Memorandum and Articles of Association**

8.1.1 **Actions Arising.**

Subject still under consideration by Management Council (7.1).

The Chairman reported that the Management Council is still awaiting feedback from company legal advisers on this issue.

**Action : Roger Ellis.**

8.2 **Updated Membership Details.**

Phill Jones advised that a copy of the latest membership details list – UKOPA/02/0056 had been circulated after the last meeting with a request that all Members check their own details and to advise Phill Jones if any amendment is necessary. Memebers were also requested to check the UKOPA website to verify that these details were correct.

**Action : Members**

**9. FINANCE REPORT / ISSUES**

**9.1 Finance Report.**

**9.1.1 Actions Arising**

(i) Phill Jones to check VAT threshold (8.2,3)

Phill Jones reported that this had been actioned, and that the threshold is £55,000.

**Action closed.**

(ii) Phill Jones to circulate amended expenditure forecast to Working Group Chairmen (8.4)

Phill Jones reported that this action had been completed, and that the forecast had been agreed by Working Group Chairmen. The forecast identifies a surplus of £69,770 at the end of 2003 based on current known commitments.

**Action closed.**

**9.1.2 Bank Balance.**

Phill Jones reported that the total bank balance as of 7<sup>th</sup> September was £118,515.29.

**9.2 VAT Returns**

Phill Jones reported that the June 2002 VAT return had been completed, and that the Association had reclaimed and received the sum of £464.48.

**9.3 Audited Accounts for the year 2001.**

The Chairman reported that the audited accounts for the year ending December 2001 had been submitted to Companies House and that a copy had been circulated to all Members as UKOPA/02/0060.

**9.4 Membership Fees – 2003.**

The Chairman advised Members that the level of membership fees for 2003 had been discussed in the Management Council meeting held earlier in the day and that, bearing in mind the surplus being predicted base on current known commitments, the fees for 2003 would remain at the same level as 2002.

## 10. HS&E ISSUES

### 10.1 Reports on Incidents

The following incidents were reported :

- (i) Brazil – Electricity line severed during a storm, touched the ground and arced onto a 19 barg pipeline causing burn through and resultant leak without ignition.
- (ii) Germany – 4 inch and 6 inch diameter pipelines transporting oil product – benzene and polypropylene. Recently internally inspected, primarily for internal corrosion, and many dents reported in the 4 inch and two leaks from welds in the 6 inch diameter line, both in suburban areas.
- (iii) America – Auger struck and penetrated natural gas pipeline resulting in leak and one person killed. Questions being raised regarding control of third party activities.

All incidents are currently under investigation and any lessons learned will be shared.

Neil Jackson suggested that it would be useful to extend the agenda item to cover sharing of good practice on safety and environmental management and new initiatives as well as incidents. This was supported.

## 11. ITEMS OF INTEREST FROM PIG

### 11.1 Actions Arising

PD 8010 Committee (10.1.(i) )

- (a) J Haswell to clear with IGE that she can represent both IGE and UKOPA in the consultation process.

Jane Haswell reported that IGE had confirmed that it was acceptable to them for Jane to represent both UKOPA and IGE on the PD 8010 Committee.

**Action closed.**

- (b) Ad Hoc Working Group to comment on behalf of UKOPA and Jane Haswell to collate.

See 11.2

### 11.2 PD 8010 Committee – Update.

Jane Haswell reported that she had attended the PD 8010 (BSI PSE/17/2) Committee meeting held in June at which a revised issue of the draft was circulated to Committee members. UKOPA had been asked to advise on additions to sections on Category E substances and associated proximity distances, a revised section on testing which is primarily to permit a more flexible approach and a section on AC corrosion.

The revised draft had been circulated to the Group who had agreed to be involved, and constructive comments from the Group together with some received from other Members had been collated and submitted to the BSI PSE/17/2 Committee as actioned. The comments appear to have been received favourably, but a meeting to consider them in detail had yet to be convened. Jane agreed to forward the comments to Phill Jones for circulation to Members.

**Action : Jane Haswell/Phill Jones.**

Jane also advised that she would be issued with a copy of an official draft for comment in due course and that, possibly, UKOPA would also receive a copy as a formal consultee. It was agreed that the Ad hoc Working Group would continue for the time being, and that Paul Docherty would join the Group.

### **11.3 Reports from PIG.**

#### **11.3.1 Action Arising**

Notes of PIG Meetings to be issued to UKOPA(10.2.1)

Phill Jones was actioned to make contact Dick Grey to check whether any meetings had been held.

**Action : Phill Jones.**

#### **11.3.2 Update.**

In the absence of both Dick Grey and John Varden, there were no reports from PIG.

## **12. ACDS MHSC WORKING GROUP ON PIPELINES AND RAWG UPDATE**

### **12.1 Actions Arising**

Members to comment on the proposal to develop an “Industry Guide on Risk Assessment” (11.2).

Rod McConnell reported that no comments had been received, and it was agreed that the Working Group should progress the recommendation to develop the “Industry Guide on Risk Assessment”.

## 12.2 Update

Jane Haswell and Rod McConnell reported as follows :

Two meetings of the Working Group on Pipelines had been held since the last meeting of the Association. An ad hoc technical meeting had been held on 25<sup>th</sup> June the purpose of which was for the HSE to present it’s codified advice for developments in the vicinity of natural gas pipelines. This meeting included a response from Transco who had taken issue with certain aspects and which are likely to affect other Members in due course, and Members were therefore recommended to monitor developments fairly closely

It was noted that the HSE’s Fundamental Review of Land Use Planning had produced a deal of recommendations which have not been published, and that Working Groups had been set up to implement the recommendations. The objectives of the Review were to achieve consistency with other hazardous installations, remove the need for expertise to make decisions and to allow decisions to be made by non-experts in accordance with codified rules. Attention of Members was drawn to the fact that the HSE had applied risk of ground movement to the whole of the pipeline system irrespective of pipeline design which results in extensive increases to planning distances. Transco only apply risk from ground movement in areas having potential for such activity.

All Members expressed concern at such an obviously conservative approach which would not be applicable to the vast majority of pipeline routes and, following discussion, it was agreed that the Association’s representatives on the Working Group on Pipelines would formally request that the Association’s concern be formally recorded and to press for early resolution of the matter.

Rod advised Members that the next meeting of the Working Party (Risk Assessment) is to be held on 20<sup>th</sup> November. He confirmed that the first objective of the Group – see UKOPA/02/0052 – use of the UKOPA database for gas pipelines by the HSE had been largely achieved. The second objective – discussions regarding LUP Zones - is being progressed, and there is a need for the Group to move on to the others:

- Consequence modelling – on which the HSE appear to be keen to be involved
- Risk mitigation methods
- Risk criteria – which has obvious links to the HSE’s fundamental review of land use planning.

### 13. **REPORT FROM THE FAULT DATA MANAGEMENT GROUP**

#### 13.1 **Actions Arising**

- (i) R. Ellis/R.McConnell to arrange a presentation on failure prediction modeling at the September meeting (12.1).

See 13.2

**Action closed.**

- (ii) Rod McConnell to approach HSE regarding possible collaboration in a seminar on risk assessment. (12.3)

This action was deferred to the next meeting.

**Action : Rod McConnell.**

#### 13.2 **Pipeline Damage Database – Presentation by Neil Jackson on Predictive Modelling.**

The overheads used by Neil will be circulated to all Members – reference UKOPA/02/0074.

Neil began by outlining the reasons why quantified risk analysis is carried out in connection with pipelines. He defined risk as the product of frequency of failure and the consequences of failure, and explained that it can be difficult to predict because data is very sparse for catastrophic failures.

He went on to outline the traditional approach for calculating failure frequencies and it's disadvantage which is that the results do not take account of the actual design parameters of the pipeline under consideration. The alternative method is to use a predictive approach which will allow use of actual design parameters such as diameter, pressure, material strength and wall thickness

He finished by showing some examples of the benefits and suggesting that the way forward is to :

- Develop predictive models for all failure mechanisms
- Determine the effect of pipeline protection and other risk mitigation measures
- Produce and publish failure frequencies for specific pipeline groups/conditions.

The Chairman thanked Neil for the presentation.

Two items are recorded from the discussion following the presentation :

- (i) Ross Michie noted that it is expensive to undertake this type of work , and suggested that Members should consider whether they have sponsored similar work, results of which they may be prepared to share and reduce the costs of the development.

**Action : Members.**

- (ii) Members considered that the ideal product of this work would be some form of field tool or screening tool which could be easily used by Field Engineers when considering land planning/infringement issues.

**Action : FDMG to consider.**

### **13.3 Pipeline Damage Database – Update**

Roger Ellis advised that the reported faults for about 99% of UK major hazard accident pipelines are recorded on the UKOPA database, and considered representative of UK pipelines. FDMG are not actively looking to identify the missing pipelines but would welcome any new pipeline information for the database.

The failure report for 1998 is now available to view on the website, and the report covering failures up to 2000 is currently being prepared by Bob Greenwood of Advantica for publishing on both the UKOPA and HSE website. As previously reported, it is the intention to publish a failure report every two years, the next being 2003 covering data up to end of 2002.

With regard to ownership of data, Roger confirmed that Advantica agree that the FDMG or UKOPA should own it, and that they are drawing up a draft licence in this regard. The draft licence will be circulated to other FDMG Members for agreement before signing and Roger proposed that the agreement should be with UKOPA rather than the FDMG. This was agreed subject to sign on by the HSE.

**Action : Roger Ellis.**

He concluded the update by advising Members that it will be necessary in due course to consider whether data for other product pipelines should be collected, either as separate or as a combined database.

## **14. REPORT FROM THE EMERGENCY PLANNING WORKING GROUP**

### **14.1 Actions Arising**

- (i) EPWG to review the White paper entitled “Strong Local Leadership – Quality Public Service” published by DETR on 12<sup>th</sup> December (13.3).

Jane Haswell reported that the EPWG had not been able to progress this action due to other, higher priority, work namely development of the ACoP and, following discussion it was agreed that the action be closed.

**Action closed.**

### **14.2 Update on Emergency Planning Issues and Development of the ACoP.**

Jane Haswell reported that a meeting had been held on development of the ACoP which had been attended by Neil Jackson and herself for UKOPA, Alan Thayne for the HSE and Val Bowman and Ian Shuttleworth as Emergency Planners. The draft ACoP had been reviewed and redrafted at the meeting and then issued to other stakeholders for comment via the Emergency Planning routes and COSLA.

The comments that had been received have been reviewed by the EPWG, and were both useful and constructive and incorporated into the draft document where relevant.

It was agreed that Jane should circulate the current version to Members for information/comment via Phill Jones. Comments requested by end of October so that they can be considered at the next meeting of the EPWG to be held mid November when it is scheduled to review the draft of the combined document - ACoP and Guidance Document.

**Action : Jane Haswell/Phill Jones/Members.**

Jane completed the update by advising Members that the current target is to complete and issue to all Emergency Planning Authorities by the year end with intention of publishing in early 2003.

### **14.3 Chemical and Pipelines Emergency Planning Liaison Group (CAPEPLG)**

#### **14.3.1 Actions Arising**

No actions arising.

### 14.3.1 Update

Neil Jackson who is the UKOPA representative on CAPEPLG reported that he had attended the last meeting of the Group, where it had been evident that the overriding view was that the emergency services would be the first to arrive at an incident, and that they would assume the worst case – level 4 – until otherwise informed. The emergency services would not use the emergency level definitions as they are not familiar with them.

It was noted that such an approach could result in implementation of the local authority plan in every situation and that the situation needs to be monitored closely. Neil to report on developments at the next meeting.

**Action : Neil Jackson.**

## 15. THIRD PARTY INFRINGEMENTS

### 15.1 Actions Arising (14.1.2 (ii))

(i) Members to provide summarised information to Mark Harrison.

See 15.2

(ii) Mark Harrison to collate information and present at September meeting.

See 15.2

(iii) Paul Siddals to investigate what information Transco can provide.

See 15.2

### 15.2 Presentation of Collated Information

Mark Harrison reported that he had received very little feedback from Members relating to third party infringements, and agreed to draft a reminder note to Members which will be issued via Phill Jones.

**Action : Mark Harrison/Phill Jones – to issue note.**

**Action : Members - to forward information to Mark Harrison.**

Mark Harrison will contact Neil Jackson to discuss what information Transco can

provide.

**Action : Mark Harrison.**

Subject to receipt of information, Mark will collate and present at the next meeting.

**Action : Mark Harrison.**

## **16. LEGISLATION UPDATE**

### **16.1 Amendments to PSR 1996**

#### **16.1.1 Actions Arising**

No actions arising.

#### **16.1.2 Update**

The Chairman made reference to the proposed Amendment to Regulation 13 which will introduce a new Regulation 13A relating to iron pipelines – information previously notified to Members under reference UKOPA/02/0063.

Whilst the amendment is being enacted to target Transco pipelines, it was noted that the amendment can be applied to any Operator in relation to iron pipelines. Following discussion it was agreed that Neil Jackson would forward a copy of Transco's response to the proposed amendment to Phill Jones who will circulate to Members and would use to submit a formal UKOPA along similar lines. Anyone who has additional comments should forward to Neil Jackson and Phill Jones.

**Action : Neil Jackson/ Phill Jones /Members.**

### **16.2 Pipelines Safety Instrument.**

#### **16.2.1 Actions Arising.**

No actions arising.

#### **16.2.2 Update.**

Rod McConnell reported that indications are that the Instrument appears to be active again, and that provision of information to the public, safety cases and gasoline are areas of particular interest. He reported that in the discussion on the European Instrument at the WGP Meeting, HSE (N Briscoe and R Turner) had

strongly advised that it was now appropriate and would be valuable for pipeline operators to reestablish routes for influencing its development. In particular, they had advised that joint influencing with European pipeline operator/interest groups was likely to be the most effective mechanism. Rod suggested that UKOPA should make contact and if possible establish formal links with the European Pipeline Federation, and noted that Peter Davis already had links with this group through his involvement with CONCAWE. Hugh Morris agreed to ask Peter Davis if he will prepare a note on the Federation for the benefit of Members - Members, Terms of Reference, contacts etc.

Rod suggested that the Association need to know what is being proposed so that it can review and establish a UKOPA position on proposals. There is also a need to understand the hierarchy and who and how to lobby eg HSC V HSE, DTI V HSC and MEPs. He proposed that an ad hoc Working Group be set up to consider and make recommendations on the issues.

The proposal was supported and Roger Ellis, Neil Jackson, Paul Docherty, Tony Taylor and, possibly, Peter Davis (the latter to be confirmed), agreed to participate. Neil Jackson agreed to organise the first meeting.

**Action : Neil Jackson.**

### **16.3 Routing Guidelines**

#### **16.3.1 Actions Arising**

- (i) Alan Thayne to suggest to DTI that it may be sufficient to require compliance with IGE/TD/1 or PD8010 in terms of pipeline routing (15.3.1).

Alan Thayne was unable to attend and had not provided an update. Phill Jones was actioned to remind Alan of the outstanding action when issuing the notes of the meeting, and to ask Alan if he would prepared to provide an update on all legislative items at the next meeting.

**Action : Phill Jones.**

### **16.4 HSE DSEAR Consultation Document (UKOPA/02/0032)**

#### **16.4.1 Actions Arising.**

Phill Jones to submit a formal UKOPA response.(15.3.2)

Phill Jones reported that this action had been completed, and that a copy had been circulated to Members as UKOPA/02/0054.

**Action closed.**

## 17. ONE CALL SYSTEM.

### 17.1 Actions Arising

- (i) Hugh Morris to forward the revised Business Plan and details of the 6 month trial based on the Anglian Water Region to Phill Jones for circulation to Members.  
(16.1.1)

Phill Jones reported that the information had been received from Hugh in early June, and copies had been circulated to Members late August – ref UKOPA/02/0061.

**Action closed.**

### 17.2 Update

Hugh Morris provided an update from Peter Davis as follows :

Progress on the PIG one call system has been slow. Contracts are ready to be put in place for the Management Provider, Call Centre and Publicity/Promotion. The Management Group are awaiting commitment and final buy in from the organizations within the trial area. There have been mixed messages and level of commitment from the utility organizations within the the area, and until this commitment (which includes some funding) is received the trial will not commence. The Government has been generous with it's support and commitment (including funding) to the trial. Less help is the level of indirect competition. There are probably four systems currently being promoted – PIG NJUG, Holeworld and Moleseye – none of which give the full requirements and none give the “front end” functions provided by PIG. The situation is probably not helped by the fact that the DTLR has commissioned a study to look at all systems on the market and the benefits of each. The PIG system would complement both the Holeworld and NJUG systems.

Hugh went on to advise Members that Linewatch wishes to progress a pipeline one call system and would like to set up a meeting with interested operators, and that a provisional date of 5<sup>th</sup> November had been suggested for this meeting. Anyone who would like to attend should make direct contact with Hugh. Hugh will keep all advised of the meeting date via Phill Jones.

**Action : Hugh Morris.**

It was noted that Moleseye in Scotland had moved to an internet based system to reduce costs and the system is proving to be reasonably effective. Roger Ellis suggested that it might be helpful if a representative of one of pipeline operators

based in Scotland was invited to the meeting.

## 18. COMPETENCY AND TRAINING ASSESSMENT

### 18.1 Actions Arising

Issue second draft of the Framework to the Review Group and then issue to Members for acceptance at next meeting. (17.2)

Ken Curtis reported that this action had been completed in that the second draft is ready for issue to Members.

**Action closed.**

### 18.2 Update

Ken Curtis gave a presentation on the Competency Framework Document, covering the aim of the document and the history of it's development – copies of overheads will be circulated – reference UKOPA/02/0075.

He informed Members that the Group had reviewed legislation and had not been able to identify a definition for a “Competent Person” from the review. Case law however provides various definitions, all of which refer to a combination of theoretical and practical knowledge together with experience. He advised that the UKOPA Competency Framework was developed to address these criteria. The latest version – V2.3 is meant to be a “living” document and has received peer review from Members and the HSE.

Robert White added that the document is intended to provide high level guidance and should not be regarded as an operating manual.

Jane Haswell noted that one issue raised by the Review Group was the need to include the use of recognised qualifications in the Competency Framework. The C&T WG had considered this in detail, and had introduced a generic requirement. In addition South Tyneside College had provided information on current recognised qualifications (including NVQs) and their equivalence. The C&T WG proposed that as part of the 6 month review, Members feedback on company use of external recognised qualifications would be valuable. The C&T WG had produced proforma for this, and Jane Haswell stated she would forward this to Phill Jones to circulate to Members for responses.

**Action J Haswell/Phill Jones.**

Ken concluded by recommending that the Framework be adopted and published by the Association, and that it be used by Members for a trial period of six months

- to end March 2003 - with any comments on content and/or application being directed to the Working Group in the meantime.

The recommendation was accepted and Phill Jones was actioned to circulate the document to members and arrange to have the document listed on the website.

**Action : Members/Phill Jones.**

## **19. UKOPA WEBSITE – Development and Management.**

### **19.1 Actions arising (18.2)**

- (i) Phill Jones to arrange for Visual Software to email Members whose logos had not been received or were required in different format.

Phill Jones confirmed that this action had been completed, but drew Members attention to the fact that some Company logos had still not been received.

**Action closed.**

- (ii) Ross Michie to organise hypertext link to Members' company websites.

To be covered in update report.

- (iii) Members to consider "UKOPA Key Dates" and offer suggestions.

To be covered in update report.

- (iv) Phill Jones to include "Website Management" as standing item on agendas of future meetings.

**Action completed.**

### **19.2 Update**

Ross Michie reported that, as previously confirmed by Phill Jones, the website was now on line. With regard to the actions of the previous meeting not closed out (see above) :

- (i) the hypertext links to Members' company websites have not yet been installed and confirmation of details of Members' company websites are requested in order that this can be completed.

**Action : Members.**

(ii) Some key dates have been listed.

He now recommended that Members familiarise themselves with the site and test their email addresses. Any comments, queries and/or suggestions should be directed to Phill Jones.

The recommendation was accepted.

**Action : Phill Jones.**

## **20. ANY OTHER BUSINESS.**

### **20.1 Railtrack**

The Chairman referred to the issue of leases for pipeline crossings of railway property, which had been raised by Powergen Gas Ltd representatives at a previous meeting, where existing leases are being terminated by Railtrack and new leases being offered at vastly increased rates. He confirmed that this was now happening to Shell UK Ltd who are prepared to pay fair compensation, but annual rates being offered by Railtrack can run into seven figures.

Discussion on the subject indicates that the Railtrack approach is not consistent across it's Regions and it was agreed that Members will investigate what is happening in this regard within their own companies ie are they affected and what rates are being quoted. The subject to be included as an item on the agenda for the next meeting.

**Action : Members/Phill Jones.**

### **20.2 Future Presentations.**

Members were requested to consider and make recommendations on what subjects they would like to receive presentations on at future meetings. Two subjects were suggested for consideration – Best Practice in Pipeline Safety Management and The Pipeline Lifecycle – a paper prepared by Jane Haswell.

**Action : Members.**

### **20.3 Repair Clubs.**

Donal Cullen reported that Shell Expro have a contractual agreement with Transco (Ambergate) relating to emergency response and certain equipment. Transco has recently however indicated that it intends to terminate the agreement in the near future, and Shell needs to organize an alternative arrangement.

He therefore asked if any of the Members are interested in progressing a discussion on repair clubs. Any Member with interest to advise Donal together with list of equipment held, if appropriate.

**Action : Members.**

Stuart Kennedy agreed to investigate the position within Transco in terms of the existing contracts.

**Action : Stuart Kennedy.**

**20.4 Rotork Actuated Valves.**

Jim Martin reported an incident where a 24 inch diameter Daniel valve on a pig launcher had moved following removal of the actuator for maintenance. There was no intermediate gearbox, and the valve moved as a result of gas passing under the plate. He advised that he was also aware of two similar incidents.

An investigation is ongoing, and any lessons learned will be shared but, in the meantime, he recommended that an actuator should be considered part of valve integrity for management/risk assessment purposes.

**20.5 GWINTO – UKOPA Support.**

The Chairman advised Members that the CTWG had drafted a letter to GWINTO on his behalf, declaring support for the development of National Standards and Qualifications Structure for Oil and Gas Pipeline and Network Engineers. A copy of the letter will be circulated to Members for their information – reference UKOPA/02/0076.

**21. DATE(S) OF NEXT MEETING(S)**

15<sup>th</sup>/16<sup>th</sup> January 2003 – hosted by Esso Petroleum Co. Ltd at a venue near Derby – details to be confirmed.

11<sup>th</sup> /12<sup>th</sup> June 2003 – hosted by either bp or HSE.

24<sup>th</sup>/25<sup>th</sup> September 2003 – hosted by either bp or HSE.