

UKOPA

UNITED KINGDOM ONSHORE PIPELINE OPERATORS' ASSOCIATION

Meeting to be held at Locko Park on 15th/16th January 2003 commencing 13:30 hrs.

A G E N D A

- 1. Welcome and Introductions.**
- 2. Apologies.**
- 3. Demonstration of Emergency Planning Software by Richard Farrell of Advantica Technologies – 14:00 hrs 15th January.**
- 4. Notes of Previous Meeting held on the 25th/26th September 2002 – UKOPA/02/0071.**
- 5. Actions Arising (not covered on the agenda).**
- 6. UKOPA Terms of Reference.**
- 7. Correspondence.**
 - 7.1 Updated correspondence list.
 - 7.2 Safe Isolation of Plant – UKOPA/02/0095.
 - 7.3 Correspondence General.
- 8. Membership and Administrative Issues:**
 - 8.1 Progress on Memorandum and Articles of Association.
 - 8.2 Updated membership details list.
 - 8.3 UKOPA Letter head and logo for presentations.
- 9. Finance Reports / Issues:**
 - 9.1 Finance Report.
 - 9.2 VAT Returns for quarters ending September and December 2002.
 - 9.3 Expenditure Forecast vs Outturn 2002.
 - 9.4 Expenditure Forecast 2003/2004.

9.5 Membership Fees for 2001.

10. H,S & E Issues.

10.1 Reports on Incidents.

11. Items of Interest from PIG (J.Haswell/R. Gray/J. Varden).

11.1 PD 8010.

11.2 Report from PIG.

12. ACDS MHSC Working Group on Pipelines and Risk Assessment Working Group (R.McConnell/ J.Haswell).

12.1 Actions Arising.

12.2 Update/ Report.

13. Report from the Fault Data Management Working Group – Update (R. Ellis)

13.1 Actions Arising.

13.2 Update.

14. Report from the Emergency Planning Work Group (J.Haswell):

14.1 Actions Arising.

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

14.3 Update on the Chemicals and Pipelines Emergency Liaison Group (CAPEPLG).

15. Third Party Infringements.

15.1 Actions Arising.

15.2 Presentation of Collated Information (**Mark Harrison**).

16. Legislation Update:

16.1 Amendments to PSR 1996 – Proposed amendment to Regulation 13 – UKOPA/02/0063

16.2 Pipelines Safety Instrument.

16.3 Routing Guidelines.

16.4 HSE DSEAR Consultation Documents.

17. One Call System (Ken Thomas).

17.1 Actions Arising.

17.2 One Call System Update.

18. Competency and Training Assessment Working Group – Update (K.Curtis).

- 18.1 Actions Arising.
- 18.2 Update and Feedback on trial.

19. UKOPA Website – Development and Management (Ross Michie).

- 19.1 Actions Arising.
- 19.2 Website Spam
- 19.3 Update.

20. Railtrack

20. Any Other Business.

21. Date(s) and Venues of Next Meeting(s).

11th/12th June 2003 – to be hosted by the HSE at Rosecourt in London.
24th/25th September 2003 – to be hosted by BP – venue to be confirmed.