Meeting to be held at the Grange Manor Hotel, Glensburgh, Grangemouth on 24th/25th September 2003 commencing 13:30 hrs.

A G E N D A

1. Welcome and Introductions.

2. Apologies.

3. Presentation by Brian Woodhouse – National Grid Transco – "Training and Competence in Pressure Testing".

4. Presentation by Roger Ellis – "UKOPA – The First Five Years".

5. Notes of Previous Meeting held on the 11th/12th June 2003 – UKOPA/03/0053.

6. Actions Arising (not covered on the agenda).

7. Correspondence.

7.1 OECD Guiding Principles for Chemical Accident Prevention, Preparedness and Response.

8. Membership and Administrative Issues:

8.1 Progress on Memorandum and Articles of Association.

9. Finance Reports / Issues:

9.1 Finance Report.
9.2 VAT Return for quarter ending June 30th 2003.

10. H,S & E Issues.

10.1 Reports on Incidents.

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

11.1 Actions Arising.
11.2 Report from PIG.

12. PD 8010 – Update.

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

13.1 Actions Arising.
13.2 Update/ Report.
13.3 Discussion Paper on Mechanical Damage Model (N.Jackson).
13.4 Update on work with the British Geological Society on ground movement (N.Jackson).

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

14.1 Actions Arising.
14.2 Predictive Modelling – Note by Jane Haswell – UKOPA/03/0049.
14.3 Update.

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

15.1 Actions Arising.
15.2 PERO Issues – training, competence and future training plans.
15.3 Update on Emergency Planning Issues and Development of the ACoP.
15.4 Update on the Chemicals and Pipelines Emergency Liaison Group (CAPEPLG). (**N. Jackson**).

16. Third Party Infringements.

16.1 Actions Arising.
16.2 Update on Collated Information **(Mark Harrison)**.

17. Legislation Update:

17.1 Amendments to PSR 1996.
17.2 Pipelines Safety Instrument – including discussion regarding setting up a meeting with Jurgen Wettig of DG Environment.
17.3 E-PIMS – Feedback from Neil Jackson and Ted Findlay and discussions on way forward.
17.4 Routing Guidelines.

18. One Call System (Ken Thomas).

18.1 Actions Arising.
18.2 One Call System Update.

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

19.1 Actions Arising.
19.2 Update and Feedback.

20. UKOPA Website – Development and Management.

20.1 Actions Arising.
20.2 Update.

21. Railtrack.

22. Emergency Pipeline Repair Procedures (UKPIA) – UKOPA/03/0031.

23. Safe Isolation of Plant and Equipment Update (Stuart Kennedy).

24. Easement Payments.

25. Non Domestic Rating Revaluation – UKOPA/03/0035.

26. Development of Standards (Note 12.2 of Previous Meeting Refers).

27. Fatigue Analysis (Note 27.2 of Previous Meeting Refers).

28. UKOPA Prize 2003 – M Sc Pipeline Engineering Course, Newcastle University.

29. Any Other Business.

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