

United Kingdom Onshore Pipeline Operators' Association

UKOPA Infringement Working Group

Minutes of the 9th Meeting – held at National Grid PMC Ambergate 19th June, 2007

1. Attendance and Apologies

Present:	Mark A Harrison (Chairman)	SABIC UK Petrochemicals
	Mike Thomson	Ineos Manufacturing Scotland
	Ken W Smith	BP FPS
	Tony Gillard	Shell UK
	Jim Stancliffe	HSE
	Danielle Willett	National Grid Gas
	Guy M Hemsley	BPA/Linewatch

Apologies:	Chris Clarke	Wales & West Utilities
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2. Minutes of Meeting 22nd March 2007

Accepted

Actions from previous minutes not covered in the agenda as follows:

- Approach to Ofgem and DTI regarding current standards of service that BT have to work to. MAH is drafting a letter, Ellis Catherall will be asked for input - **continues**

3. UKOPA Infringement Database Update

Actions from previous meeting:

NWJ stated that an additional data field had now been added that provided more detail on the nature of the infringement, this has highlighted some inconsistencies in the categorisation of the infringements, A1, B1, B2 etc. NWJ agreed to address this by ensuring that the individuals evaluating the SRP infringements were adequately briefed on the database requirements. – **action complete**

4. Sharing database information

GMH suggested improved categorisation based on Linewatch categorisations for infringement types that could replace the existing UKOPA categorisations. The meeting agreed that the suggested new categorisations provided a better description of the nature of the infringement but were reluctant to make changes until the current data collection processes were fully embedded. It was agreed that future changes should be managed so that they would occur at agreed review points rather than making piecemeal changes. It was agreed to retain the suggested categorisations on record and include in a future review of the database.

GMH reported that Linewatch had produced a DRAFT web based infringement database that enables pipeline companies to report infringements directly into the database on line. The DRAFT format was demonstrated to the meeting. It was noted that the confidentiality aspects of the web based system would need to be considered when using the reporting functions of the database. MAH requested feedback from Linewatch members after the system had been live for a workable period. – **action GMH**

5. UKOPA Website – Update

MAH had asked Phil Jones to provide information on the number of hits on the website. The numbers of hits on the UKOPA website were known but it isn't currently possible to identify the number of hits on the Infringement Group page. - **complete**

6. Safety Information Cards

It was agreed that a common credit card sized safety information card could be used as a way of further raising awareness of the precautions that need to be taken to avoid buried pipelines, although it was accepted that there were some shortcomings, e.g. it would not be practical to include contact information for relevant pipeline companies. MT agreed to a draft version. – **action complete**

The cost of production for the cards was discussed. It was agreed that MAH would discuss with Management Team –**Action MAH**

Everyone agreed to provide Mike with copies of any existing information – **complete**

7. HSE Update / Meeting with National Underground Assets Group

Actions from previous meeting:

- MAH to review all 2006 infringements once available and prompt members to prepare inputs to the proposed 'infringement contact register' – **Continues**, MAH to action once the 2006 data is complete

Nothing of note to report regarding meetings with the National Underground Assets Group.

JS provided feedback following attendance at an AGI seminar on the 3rd of May and a Mapping the Underworld Seminar.

HSE had been advised by National Grid of a near miss near to Ellesmere Port as a result of a construction company not following the advice of the pipeline operator. JS visited the company to investigate the details surrounding the incident. JS reported that HSL was to investigate to determine the cause of the incident.

JS reported that he attended a Geographical Information Workshop, regarding updating of pipeline route information. Mapping Inaccuracies were discussed regarding the accuracy of O.S maps and G.I.S systems. JS will update the working group of any significant developments

HSE/HSL Pilot Study - 3rd Party Infringement Human Factors

Actions from previous meeting:

- MAH to request HSL to specify and cost the proposed follow-up work for consideration by the Working Group and UKOPA members – MAH has contacted HSL but has not yet received a response – **continues**

8. Infringement interventions on the Gas Distribution Networks

- **JS/CC to report on progress at the next Working Group meeting**

JS has attended the Gas Distribution IRP, JS agreed to submit to this group a example letter that had been produced to go out to those companies causing infringements where serious negligence or recklessness has been involved or where the company has spurned the helpful approach of the gas

distribution network, had caused pipeline damage or a near miss. JS agreed to circulate the draft letter to IWG – **action complete**

9. Update on contacts with construction industry

Actions from previous meeting:

MT had arranged a meeting with the CITB training manager in April, CITB would be happy to include questions related to TPI in their competency assessments for their training packages, all present were requested to provide any relevant material that could be used as the basis for questions – **complete**

MT met with Gerry Ralph the Scottish National Construction Board Training Manager in April who would be happy to include Pipeline Awareness information in the Excavation Supervisors Courses. It was agreed to provide the UKOPA Pipeline Awareness DVD to be included in the appropriate courses.

–Action MT to arrange further meeting with National Construction Board to discuss the proposal.

10. Farming Press Articles - update

It was agreed to re-consider providing further articles to the farming press etc in about two years time
– **Item Closed**

11. Common UKOPA safety information DVD

Actions from previous meeting:

A final version of the script had been circulated to members for consideration. The script had been trimmed down to approximately 10 minutes. Production companies had been approached to tender for the DVD production costs, these costs varied from between £5,000 to £7,500. The costs of the actual DVD's was additional to these estimates. Some filming for the DVD had been completed, filming of some typical ditching work was outstanding. **Action MT, GMH and NWJ** to meet to agree final version of script.

12. One Call

It was agreed to invite Andrew Jackson along to the next meeting for him to give the IWG an update on Linesearch business development – **complete, with presentation given at this meeting**

13. Actions from UKOPA main meeting

UKOPA had requested the IWG to prepare a summary report similar to the report produced by the FDMG – **action MAH**

IWG members to provide details of recent A1 infringements to be included the agreed UKOPA 'Safety Alert' format so that learning could be communicated to other member companies – **action all**

Remote pipeline surveillance, GMH to approach Thales to investigate what they can do in terms of providing information/presentation to IWG – **action GMH**

14. Any Other Business

It was agreed to consider any relevant items the meeting wished to discuss at future meetings, the following items were agreed:-

include some time on the agenda of the next meeting to discuss the future priorities of the group, suggested potential areas for discussion were:

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- JS suggested HSL to explain the results of the human factors study (Scheduled for the December, 2007 meeting)
- DW suggested 3rd Party Interference, measuring safety.
- Publicity
- Liaison with other stakeholder groups
- Sharing of best practice

TG outlined a recent Infringement to a 16" Crude Oil pipeline at Sainsbury's store in Ellesmere Port where a store sign had been erected directly above the pipeline.

D W reported on Pelican Corps, a company offering service searches in the UK. The company representative had given a presentation to NG outlining the UK wide plans for expansion.

D W outlined the Pipeline Safety Trust an organisation set up in the USE following fatalities of three children in Bellingham who died following a pipeline incident. The trust was reported to be very active in lobbying in the USA, the trust had its own web site ([/http/www.Pstrust.org](http://www.Pstrust.org)) where its strategic aim was to improve pipeline safety in the USA. D W commented that the trust appeared to be well funded employing discipline specialists when required, the trust was now considered to be a statutory consultee for pipeline matters in the U.S.A.

DW presented a paper that NG had formulated from information collated from E.G.I.G and Marcogaz and US gas operators where pipeline operators had measured their own performance against key performance indicators. The paper was to be forwarded to all for comment. **-Action MAH**

15. Next meeting

Next meeting to be hosted by Shell European Oil Products at the Excel Training Centre, Stanlow Refinery Ellesmere Port, on Thursday 6th September, 2007 at 11-00 am.

The following schedule of meetings for 2007/2008 was agreed:-

Wednesday 5 th December, 2007	HSE Offices, Sheffield	11:00am
Thursday 6 th March, 2008	B.P.A. Offices, Hemel Hempstead	11:00am