

UKOPA Infringement Working Group

Minutes of the 13th Meeting, held at the BP North Sea Infrastructure Offices, Falkirk on 5th June 2008

1. Attendance and Apologies

Present:	A Gillard (Chairman)	Shell UK
	J Stancliffe	HSE
	K W Smith	BP North Sea Infrastructure
	G M Hemsley	BPA
	M Thomson	Ineos Manufacturing Scotland
	R Stockley	National Grid
	L Haw	SABIC UK Petrochemicals

Apologies: Chris Clarke Wales & West Utilities

The chairman welcomed Robert Stockley to the meeting as the replacement for Danielle Willett.

2. Minutes of 6th March 2008 Meeting

The minutes were accepted as an accurate record of the meeting.

3. UKOPA Infringement Database Update

- Infringement data for 2007 is still awaited from some of the contributing companies, with a reminder required from the UKOPA Secretary. **Action:** TG to request reminder
- The database requires a good deal of manual input to keep it up to date and in the appropriate format. A move to a web based system, similar to that employed by Linewatch, was suggested as the preferred way forward, with an external agency managing the database on behalf of UKOPA
Action: TG to discuss with service suppliers
- It was suggested that a single UKOPA/Linewatch database could be developed and would possibly be of advantage to both parties.
Linewatch **Action:** GH/TG to discuss with
- It was agreed that the previous suggestion for Newcastle University students to maintain the infringement database was not at this time appropriate and that no further action should be taken
- The additional data fields specified as required are included in the latest 'Guidance on the Database' issued in January 2008.

4. Sharing Database Information

- Infringement data is now being received from Linewatch and can be fairly simply exported to the UKOPA database.
- The Linewatch database is seen by the group as an effective system, being easy to input and analyse data.
- The action for BP North Sea Infrastructure to join Linewatch remains open.
Action: KS

5. UKOPA Website Update

Nothing to report.

6. HSE Update

- JS reported that he will provide inputs to the SBIG/ENA Streetworks seminar on the prevention of third party damage to pipelines and to the UKOPA technical seminar on the history of PSR and proposed amendments.
- JS also reported that the expected PSR amendments are scheduled for implementation in 2009 and are likely to include
 - The requirement for emergency plan testing by local authorities
 - Inclusion of gasoline product pipelines as MAHPs
 - Notification of MAHPs
- Forthcoming changes in the Gas and Pipeline Unit were outlined, with Graeme Walker expected to assume the role of Team Leader of the National Inspection and Operational Support Team

7. Update on Contacts with the Construction Industry

Nothing specific to report

8. UKOPA Safety Information DVD/Cards

- The DVD, in two versions for contractors and for landowners, is now available and can be ordered directly from @pr or via Linewatch for members of that organisation.
- MT also reported that the Pipeline Safety card is also available, being aimed in particular at landowners and occupiers, and includes pipeline do's and don'ts. The card is formatted with the UKOPA logo and, in addition to those handed out at the meeting, can be sourced from @pr
- JS requested that copies of the DVD be provided for HSE. **Action:** MT to provide 2 off copies

9. Action from Main UKOPA Meeting

Nothing specific to report.

10. Actions from Last Meeting (not covered other agenda items)

None

11. Next meeting

Next meeting to be hosted by SABIC at the Wilton Site Headquarters building and has been rescheduled from 3 September 2008 to 4 December 2008, commencing at 11:00 hours

12. Any Other Business

- The Chairman reported on the NUAG presentation given to Linewatch at the Fisher German offices in Ashby De La Zouch, the aim of the group being to accurately record the position of all underground apparatus, specifically in roads and verges. The aim is, however, likely to take a significant time to achieve.
- MT and the Chairman suggested that, while the group has achieved a great deal in recent months, there is now a need to refocus on the group's objectives and to review the terms of reference.
Action: TG to include in next agenda

United Kingdom Onshore Pipeline Operators' Association

- The IDNs do not at present provide active participation in the group and JS agreed to discuss with the current IDN representative the issue of future representation. **Action:** JS
- JS reported on the proposed implementation of exclusion zones in London in preparation for the Olympic Games and how these zones could impact on the maintenance activities of some pipeline operators. **Action:** JS to provide contact data