



United Kingdom Onshore Pipeline Operators' Association

Summary Notes and Actions of the Meeting held at the George Hotel of Stamford on the 13th and 14th October 2010

1. Attendance and Apologies.

In Attendance:

Neil Jackson, Process Safety Manager, UK Distribution, National Grid – Chairman.
 Roger Ellis, Manager, Pipeline Group, Shell UK Ltd.
 Ed Reeder, Services Manager, Ineos Manufacturing Scotland Ltd.
 Richard Halford, Esso Petroleum Company Ltd.
 Tony Stonehewer, Compliance and Monitoring Manager, UK Transmission, National Grid.
 Eric Marston, Pipelines Operation Manager, BP (14th).
 Peter Davis, Director and General Manager, BPA.
 Martin Price, Operations Manager, BPA.
 Jon Anstee de Mas, Pipeline Protection Engineer Esso Petroleum Co. Ltd.
 Tom Smith, Shell UK Ltd.
 Barry Mackay, Asset Engineering Manager (Pipelines and PRSs) Scotia Gas Networks.
 Barry Dalus, Network Integrity Engineer, Northern Gas Networks. (24th)
 Terry Williams, Operations Manager - Finaline & Colnbrook Total UK Ltd.
 Geoff Glover, Pipeline Team Leader, SABIC UK Petrochemicals.
 Ken Curtis, Assessment Management Project Manager, E'ON.
 Xiaoguang Huang, E'ON.
 Mike Dent, Divisional Manager, GreyStar UK.
 Robert Lawson, Divisional Manager, GreyStar UK.
 Grant Rogers, Asset Integrity Manager (>7bar), Wales and the West Utilities
 Ian Rose, Transmission Operations Engineer, BGE (UK) Ltd.
 Simon Cocker, National Grid.
 Jane Haswell, Consultant, Pipeline Integrity Engineers Ltd.
 Rod McConnell, Consultant.
 Tony Hetherington – HSE (HID S13) (13th).
 Jim Stancliffe – HSE (HID S13) (13th).
 Peter Harper, HSE (HID C15G) (13th).
 Phill Jones, Pipeline Integrity Engineers Ltd, (Secretary).

Apologies received from:

Daren Smith, SABIC UK Petrochemicals.
 Andy Skinn, Trigas Engineering & Maintenance Team Leader, E'on.
 Conor Ahern, Transmission Operations Manager, Bord Gais Eireann.
 Stephen Skipp – Scotia Gas Networks.
 Chris Clarke – Wales and the West Utilities.
 Ross Michie – BG Group.
 David Bruce – GreyStar.
 Michael Antoniou – Total.
 John Smith Shell UK Ltd.
 Wilson Santamaria – Esso Petroleum Co. Ltd.

Chris Lewis – PLUG.

2. **Presentations**

The following presentations were received at the meeting and a copy of the slides used for each of the presentations has been posted on the website using the reference numbers listed:

- 2.1 Update from the Gas and Pipelines Unit – Tony Hetherington, Head of Specialised Industries, Gas & Pipelines Unit, HSE – UKOPA/10/0059.
- 2.2 An Update of the UKOPA work on Dents – Jane Haswell – UKOPA/10/0050.
- 2.3 Implications of PSR amendments on LUP zones for gasoline - Rod McConnell – UKOPA/10/0060.
- 2.4 Pipeline Emergency Plan Testing “An Operators Experience” Andy Fuller, Northern Gas Networks – UKOPA/10/0061.
- 2.5 “Planning testing & Exercising the Cleveland Way”- Denis Hampson Cleveland Chief Emergency Planning Officer & LRF Manager – UKOPA/10/0062.
- 2.6 PERO Course Update - Tony Taylor –UKOP/10/0063.

3. **Acceptance of the summary notes and actions of the meeting held on the 24th and 25th February 2010 – UKOPA/10/0016**

The summary notes of the meeting held on 24th and 25th February 2010 were accepted as a fair record of the proceedings and discussions.

4. **Actions arising from the previous meeting not covered under specific agenda items** (note from the previous meeting in brackets).

Note: Actions ongoing from the previous meeting are included below together with all new actions; all other actions listed in UKOPA/09/0057 were closed out.

- 4.1 Note 3.1 from previous meeting - The secretary was actioned to amend the terms of reference of the Association to reflect the agreement that in future the selection of Association Chairman will be changed from the current process of rotation from company to company, (subject to reasonable experience of proceedings etc), to a process of nominations with voting as necessary.

The Chairman advised Members that the terms of reference have been amended as actioned and approved by the Management Council. A copy will be circulated to Members by Phill Jones

Action: Phill Jones.

- 4.2 Note 3.2 from previous meeting - The use of the HSE intranet for the central repository of pipeline data is being further investigated - Roger Ellis to make contact with Helen Barnforth

Roger Ellis explained that the aim of this work is to set up a UK database of major hazard pipelines which different approved organisations such as Local Planning Authorities can access for MAHP pipeline information under controlled arrangements. The current position is that HSL have all they need from UKOPA at the moment and are still working on it.

4.3 Note 11.2 from the previous meeting- European Pipeline Integrity Management Standard - Tony Stonehewer to pass on information to members via the secretary.

Tony Stonehewer reported that National Grid are Participating with other European Gas Companies (Fluxys, Enagas, DIN AGA, SNAM, Gasunie, GRTGAZ etc) to update and combine the following standards

- ♦ CEN/TS 15173 – Gas Supply Systems – Frame of Reference Regarding Pipeline Integrity Management Systems (PIMS)
- ♦ CEN/TS 15174 – Gas Supply Systems – Guideline for Safety Management Systems

He noted that the document is currently being drafted and that it is intended to have a final available by early 2011 and with the aim of publishing in late 2011.

4.4 Note 11.3 from the previous meeting – Mecanthus - Ed Reeder to contact DECC to see whether they can issue any guidance on the issue, and Jon Anstee de Mas agreed to review the matter on behalf of Members.

Ed Reeder advised that he had received information which confirmed that the root of the Mecanthus would not pose a problem if pipelines were laid to a depth of 1.2 metres, and agreed to circulate the information to Members.

Action: Ed Reeder.

In discussion Neil Jackson also agreed to circulate a copy of National Grid's current guidelines relating to the planting of trees within the pipelines easement.

Action: Neil Jackson.

5. H, S & E Issues and UKOPA Safety Alerts.

5.1 Appomattox Incident – action from previous meeting.

Jane Haswell presented a UKOPA alert relating to an update and learning from the incident which occurred in Appomattox in Virginia in 2008. A copy of the update will be posted on the website – reference UKOPA/SA/10/0054. The main learning from the incident was that all metal loss indications greater than $\geq 50\%$ wall thickness detected by in-line inspection tools should be investigated in areas of reduced corrosion protection or shielding from corrosion protection (e.g. due to disbonded coating, rocks in the backfill etc) regardless of the signature assigned to the recorded inspection data.

5.2 Update from Members

The following listed alerts were circulated ahead of the meeting or presented at the meeting:

UKOPA-SA-10-0051 – Leakage of an underground pipeline due to a drilling operation.

UKOPA-SA-10-0052 – Safety TR electrocution.
 UKOPA-SA-10-0053 – Pipeline impact replacement.
 UKOPA-SA-10-0055 – San Bruno Pipeline Failure.
 UKOPA-SA-10-0056 - Release of Gas from Calibration Gas Bottle.
 UKOPA-SA-10-0057 - Release of gas at Thornton Curtis.
 UKOPA-SA-10-0058 – Commissioning – Flow Control Valves.
 UKOPA-SA-10-0059 - NRO Little Barford.
 UKOPA-SA-10-0060 - Flange Leak at Ipsden.
 UKOPA-SA-10-0061 - Potential for Third Party Damage.
 UKOPA-SA-10-0062 - Water bath heater incident.
 UKOPA-SA-10-0063 - Failure to report and manage developments.

Jane Haswell gave a short presentation on Safety Alert No UKOPA-SA-10-0055 – San Bruno Pipeline Failure. The failure is under investigation, and the safety alert lists speculative causes of the failure and the following issues which have been raised relating to the failure:

- Time to locate and shut manual block valves
- Integrity management of old pipelines
- Adequacy and implementation of the operator’s emergency response plan
- Lack of local knowledge of the pipeline and the emergency response plan
- Response of people following the incident (people were observed i) running to the scene, and ii) filming the incident)
- Level of development around the pipeline.

In addition, Tony Stonehewer also reported the failure of National Grid No1 pipeline crossing of the River Humber. It had been reported previously that surveys had indicated erosion problems and that the pipeline had been decommissioned. It had since failed and an update on any findings will be reported at a future meeting.

Roger Ellis also reported a near miss where an excavation was found to be within 300mm of a 28” dia crude oil pipeline located within the boundary of a water treatment works. He confirmed that a safety alert was being prepared and would be posted on the UKOPA website when it has been approved.

Action: Roger Ellis

6. Reports from Working Group Chairmen

6.1 Fault Database Management Group (FDMG)

Roger Ellis provided an update on the work being carried out by the FMDG. The update included a review of why the database is necessary, the work carried out during 2010, the work programme proposed during 2011 and the timetable for the development of the new excel based fault database. The slides used by Roger have been posted on the website – reference UKOPA/10/0064.

Rod McConnell then gave a short presentation on new excel-based UKOPA Fault Database covering the benefit of collecting fault and failure data the proposed new datasets and the new data input facility. The slides used in the presentation have been posted on the website – reference UKOPA/10/0065.

In discussion it was suggested that it would benefit all members if gasoline operators were asked to submit fault data for their pipelines now that it has been decided to progress the classification of gasoline as a dangerous fluid. The suggestion received general support but it was also suggested that fault data for non MAHPs should also be collected. This was agreed and the FDMG was actioned to consider how this should be progressed.

Action: FDMG

Ian Rose was actioned to investigate whether BGE would be prepared to provide damage and failure data for the UKOA databases.

Action: Ian Rose

6.2 Risk Assessment Work Group (RAWG)

Roger Ellis also provided the update on the RAWG as he had chaired the last meeting of the group. The update covered current membership, key activity areas, HSE/HSL dialogue, and work plans for 2010/2011. The slides used by Roger have been posted on the website – reference UKOPA/10/0066.

In discussion it was noted that a new sub group had been set up to look at sleeves and the area which are subject of ongoing dialogue with HSE/HSL relating to risk mitigation.

6.3 Emergency Planning Work Group (EPWG)

Barry Dalus provided the update on the EPWG covering the following topics:

- Strategy update
- EA/FRS Update
- Guidance for Emergency plan testing
- Guidance for Emergency Planning
- PERO update & feedback

A copy of the slides used by Barry has been posted on the website – reference UKOPA/10/0067.

6.3.1 Process Safety Work Group (PSWG) and Feedback from the 2010 PSAT Assessment

Tony Stonehewer provided the update on the PSWG covering:

- Process Safety Self Assessment Tool Results
- Future Work
- Working Group Membership

A copy of the slides used by Tony has been posted on the website – reference UKOPA/10/0068, and was noted that the PSAT resurvey results had generally shown improved scores.

The presentation includes a proposal for a resurvey to be carried out every 2 years and this was supported by Members.

Tony confirmed that the following actions are to be progressed by the group:

- Develop generic / model Process Safety KPIs and checklist based on the 10 Risk Control areas used by PSAT
- Develop leading and lagging indicators which Operators can use to develop their own KPIs
- Produce a checklist for operators to assess process safety performance.

6.4 **Infringement work Group (IWG)**

6.5.1 **Actions Arising**

- (i) Tony Stonehewer to investigate whether the SRP system could be linked to the UKOPA system and allow automatic transfer of data for the required categories of infringements.

Action carried forward

- (ii) IWG Chairman will review with HSE means of taking the work forward to reduce the risk of future 3rd party damage.

Covered in discussions relating to the update below – **Action closed.**

- (iii) Grant Rogers was still interested in organising some form of briefing for his people and was actioned to raise direct with Tony Gillard.

Grant Rogers confirmed that this action had been addressed and closed out

6.5.2 **Update**

Roger Ellis presented the update on behalf of Tony Gillard and the IWG, which included details of the UKOPA Infringement Database Top 20 Contractor Infringers 2009 and a summary of the IWG plan for 2011.

It was noted that some of the top 10 infringers are the same as they were some years ago and they do need to be contacted again. It was agreed that the top infringers need to be approached again but Jim Stancliffe advised that he would not be able to allocate the time to visit each individually and in discussion it was suggested that a workshop or a joint UKOPA/HSE event, followed by a meeting might provide a more efficient use of resources. It was agreed that this would be progressed by the IWG.

Action: IWG

7. **UKOPA Strategy**

7.1 **Actions Arising**

Phill Jones to circulate a copy of the SWOT analysis to all members.

Action outstanding – Phill Jones.

7.2 **UKOPA Strategy Update (UKOPA/10/0047 and 0048)**

Neil Jackson introduced this agenda item by reminding Members that the Association has an established Strategy which is split into two documents which is updated on an annual basis and that both have recently been updated and circulated viz: the UKOPA Strategy Document – UKOPA/10/0047 which outlines the purpose and high level key areas of the strategy, and UKOPA/10/0048 which lists the areas of activity, the tasks under each area and, where relevant the current intended programme for delivery. Neil then summarised the contents of the strategy and a copy of the slides has been posted on the website – reference UKOPA/10/0070.

In discussion it was noted that it is really important for Members to be happy with the work that is being progressed and to advise if there are any additional areas which they believe the Association needs to address. In this connection it was agreed that feedback from Members is required, and Peter Davis agreed to prepare a one page questionnaire relating to the strategy which Members would be asked to complete and return.

Action: Peter Davis

It was also agreed that an annual briefing note on 2010 activities would be prepared by mid January 2010.

Action: Phill Jones.

8. Update on the Amendments to the Pipelines Safety Regulations 1996 and the Health and Safety (Fees) Regulations

Jim Stancliffe summarised the current position with regard to the proposed amendments to the Pipelines Safety Regulations 1996 in line with the email issued by Lindsey Bennett dated 16th September:

Amendments being progressed

- Classification of gasoline as a dangerous fluid – being progressed. Noted that the definition of gasoline is near agreement
- Cost recovery relating to MAHP work
- Notification of MAHPs which are split – being progressed

It is now anticipated that these amendments will be enacted in April 2011.

Amendments not being progressed

- Regulation 21 Notification before construction
- Implementing emergency plans
- Classification of carbon dioxide as a dangerous fluid - decision taken to postpone this amendment.

It is now anticipated that the amendments will be enacted in April 2011, subject to Ministerial approval.

Some discussion took place regarding “intervention plans designed to address design through to decommissioning”, and it was suggested that operators should ask HSE inspectors to show them a copy of the intervention plan. A template has not yet been developed for pipelines but it is intended that one should be in order to encourage consistency.

9. 2011 Technical Seminar

Neil Jackson advised Members that it is proposed to hold the 2011 UKOPA Technical Seminar at Eakring on the 25th May 2011, and that as a result of feedback received from the 2010 seminar the Management Council had agreed to recommend to Members that integrity management would be the theme of the 2011 seminar and that the agenda could include a session on pipeline sleeves and dents.

The proposal was accepted by Members and Neil confirmed that the RAWG would accept the action to develop the programme.

Action: RAWG

In the meantime Members were encouraged to suggest any topics for the seminar or if they wished to contribute to the agenda item on case histories.

Action: Members

10. Process safety indicators

Peter Davis opened this agenda item by referring to an action raised by the PSLG Steering Group where it had been confirmed that UKPIA members had agreed to adopt the American Petroleum Industry (API) standard for common process safety performance indicators for the refining and petrochemical industries (API RP 754).

He questioned whether we should be measuring performance as an industry as well as individuals, and whether the Association should consider using a small number of relatively simple indicators in line with the principles of API RP 754 which everyone should be able to understand e.g. fault reports, spillage etc. He also noted that the HSE already publish annual indicators for pipelines and perhaps the Association should consider aligning with these.

Following discussion it was agreed that this would be kept in abeyance for the time being, and that there were no immediate actions.

11. Agenda/Presentations for the February 2011 Meeting

Neil Jackson advised Members that the Management Council had agreed to recommend to Members that assessment and management of competency should be the main theme of the February 2011 meeting. The following presentations had been suggested, and it was agreed that they would be proposed to the members and that the members would be invited to offer any further suggestions:

- (i) BP competency assessment procedure
- (ii) UKOPA competency framework – review scope and consider requirements possibilities for enhancement.

- (iii) National Grid HAZ/5 - Management Procedure for Compliance with the Dangerous Substances and Explosive Atmosphere Regulations (DSEAR).
- (iv) Review of the UKOPA Competency Framework.

In addition:

(a) Phill Jones had been actioned to approach Jim Stancliffe to ask if he would be able to organise for a HSE representative to give a presentation on the HSE view on the assessment and management of competency.

Action: Phill Jones.

(b) Richard Halford accepted an action to contact Andrew Jackson of Fisher German to invite him to attend the meeting to talk about the management of the infringement data, and whether the work of the infringement group and the infringement data and Linewatch could be aligned in some way to provide or contribute to improved pipeline protection.

Action: Richard Halford.

The proposals were supported by Members.

It was also noted that it is intended to hold a Risk Assessment Workshop in the early part of next year which will involve hands on tutorials and that details will be circulated in due course

Action: RAWG

12. UKOPA Website

Some discussion took place regarding the need to update/"freshen" the UKOPA website and Tony Stonehewer showed a couple of examples of what might be considered. It was noted that Visual Software who developed and manage the website had already suggested that improvements might and had agreed to submit some recommendations for consideration. It was agreed that the recommendations would be circulated when received and, depending on the content, that Darryn Clarke of Visual should be invited to the next meeting of the PSWG to discuss available option.

Action: Phill Jones

13. Any Other Business.

13.1 UKOPA Requirements for the Siting of Wind Turbines close to Pipelines containing Hazardous Fluids

- (i) Document to be amended by deleting reference to additional work being done.

Action: Phill Jones

- (ii) Reference to be provided for the background work carried out by GL on behalf of National Grid.

Action: Phill Jones.

- (iii) Northern Gas Networks to provide a copy of work done by BMT Fleet for review by the RAWG.

Action: Barry Dalus

13.2 Weights of Equipment Working over Pipelines

Members to check whether they have, and are prepared to share, company recommendations relating to limits on weights etc of equipment working over pipelines.

Action: Members.

13.3 Young Persons' Paper Competition

It was reported that the competition was open to persons under the age of 32, and will be launched in 2010. An email will be issued to Members with the details and Members are asked to circulate widely within their respective companies.

Action: Neil Jackson/Members.

14. Dates and Venues of Future Meetings/Activities.

February 23rd/24th 2011 – Northern Gas Networks – Venue to be confirmed.

May 25th 2011 - Technical Seminar to be held at Eakring.

October 2011 – Wales and the West Utilities – Date to be confirmed.