



Date : 12th March 2008
Location : Connaught Room, Ramada Hotel, London Docklands
Present:

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| Peter Larkin | Acergy | Toby Powell | ISIS Energy |
| Dei Huws | Bangor University | Richard Salisbury | Fugro Survey Ltd. |
| Thierry des-Vallieres | Total | Dave Long | BGS |
| Pat Power | Fugro Ltd. | Andy Hill | BP Houston |
| Peter Allen | SETech | Karen Dalton | RPS Energy |
| Roy Habbs | Consultant | Mike Baker | GEMS International |
| Ken Games | Gardline | Andy Barwise | Lankelma |
| Richard Orren | Senergy Floyds | Kevin Hampson | BP Sunbury |
| Peter Taylor | ISIS Energy | | |

SUT – OSIG COMMITTEE MEETING; Minutes of Meeting

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| 1 | <p>Welcome, Introductions, Apologies</p> <p>Apologies for absence were received from the following members: Mark Finch, John Price, Alasdair Maconochie, Julian Osborne, Richard Jardine, Robert Overy, Mike Cowie, Gareth Wood, John Powell, Jim Pyrah, Oyvind Ruden and Dave Reed.</p> <p>Apologies were also received from Mick Cook who is an Associate Member.</p> <p>Safety Moment</p> <p>As part of the introductions KH gave a safety moment reminding members that driving whilst using a mobile phone increases stopping distances compared with drunk drivers. KH also gave a case history of 3 fatalities in a chain locker as confined space working procedures were not followed.</p> <p>AH proposed that every OSIG meeting should start with a safety moment, PP seconded this and agreed to add it to the agenda.</p> | PP |
| 2 | <p>Minutes of Previous Meeting, held on 14th July 2007</p> <p>A number of comments were noted regarding the previous minutes. PP & TP agreed that a revised version would be available as soon as possible.</p> | PP/TP |



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| <p>3</p> | <p>Membership, New Applications.</p> <p>No new applications for membership have been received. .</p> <p>John Price has resigned as a full member due to other commitments, but will remain as an associate member.</p> <p>Inclusions of Other Groups</p> <p>RS has invited Euan McNeil of Wessex Archaeology to apply for OSIG membership, but so far nothing has been received. Also during their last conversation EMcN stated that another colleague would be better suited to join. RS to prompt.</p> <p>KD to invite Zoe Crutchfield (JNCC) to the next OSIG meeting to see if she wishes to join.</p> <p>(N.B. These items were discussed as part of the review of actions section under Marine Archaeology)</p> | <p>RS</p> <p>KD</p> |
| <p>4</p> | <p>Review of Actions Agreed at Previous Meeting</p> <p>Skills Shortage Remediation</p> <p>PL has made some progress on the skills shortage remediation. The task force has not met yet due to time constraints, however work is ongoing.</p> <p>PL is to send TP a copy of his presentation for upload to the SUT OSIG website.</p> <p>Geophysical Site Survey Guidance Notes</p> <p>AH detailed the background to this update; these were originally UKOOA (now called Oil & Gas UK (O&GUK)). Guidelines due to be updated in 2007 with an appendix for deepwater.</p> <p>A meeting was held for this in January and a further meeting is planned for Friday 14th March.</p> <p>The scope of the guidelines has been extended to cover site investigations for offshore mobile drill rigs except for jack-up and platform foundation engineering. Also, the guidelines will not deal with offshore pipelines, cables or windfarms.</p> <p>The aim is to issue revised guidelines by the end of 2008, and a draft will be available by the end of Q3. They are intended as good but not best practice and may include some geotechnics, but will reference appropriate standards rather than be prescriptive.</p> <p>AH has also approached the Crown Estates office to see if they want a guide for use in offshore wind. All agreed that it would be good for OSIG to be at the helm for this.</p> <p>Members involved in this include: RS, TdV, KD, OR</p> <p>Revision of OSIG Guidelines</p> <p>MF to find the most recent revisions of the current OSIG guidelines. The pipeline route survey guidelines on the OSIG website are the most recent, but the subsea structures guidelines are not.</p> | <p>PL/TP</p> <p>MF</p> |



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| <p>4_{cont.}</p> | <p>Input to ISO Standard - Marine Soil Investigations</p> <p>PT gave a summary of progress.</p> <p>Draft sections have not yet been circulated as they are still too preliminary. The next meeting is scheduled for 8th May in Houston to coincide with OTC.</p> <p>The basis for these standards is NORSOK where certain sections are good but others need rewriting. A series of working groups are tackling individual sections to internationalise them and bring them all up to the required standard.</p> <p>These standards will provide guidance rather than being prescriptive, and will provide a single document for specifying surveys with 'all you need to know'</p> <p>Marine Archaeology</p> <p>A discussion was had (RH, RS) regarding the lack of clear guidelines on marine archaeology and what was required offshore.</p> <p>AH said there had been some recent press on this subject and would share the articles with the committee.</p> <p>RO said that the Irish authorities were revising their guidelines to make it clearer.</p> <p>Also, there is a lack of guidance on UXO, with conflicting articles on what to do with information. The committee agreed that this was something for OSIG to address. Relevant paragraphs and sections to be included in guidance notes.</p> <p>Top Hole Well Engineering Design Guidelines</p> <p>KH stated that this was an issue that strongly linked the OSIG & OSIF committees.</p> <p>During 2005 a closed door workshop was held between operators to discuss common issues with the shallow section. Many common case histories were shared to neither show that issues were not isolated nor problems unique.</p> <p>In previous years drillers and geotechnical engineers did not work well together, but in BP's experience they have been forced to in the Caspian area.</p> <p>There was an option to open this to a wider audience to provide guidance on equipment and best practice. However, this has not yet been realised. The committee agreed that this was a good opportunity to develop guidance between OSIG & OSIF. KH agreed to be the task group leader.</p> <p>Worldwide OSIG Committees</p> <p>PP has circulated a note to all Houston based OSIG members regarding starting up meetings and a GeoForum.</p> <p>The response has been mixed although the original GeoForum was very successful with up to 150 attendees. However, this stopped approx. 4 years ago to be resurrected as an operator's GeoForum approx. 1.5 years ago with limited success.</p> <p>OSIG Remit / Terms of Reference</p> <p>A discussion was had regarding the OSIG remit. There are discrepancies between what is on the website and in the constitution. There is a case for shortening them.</p> <p>TP to email PP with a suggested 4, for discussion before presenting them to the committee.</p> | <p>AH</p> <p>All</p> <p>KH</p> <p>TP</p> |
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| 4 _{cont.} | <p>OSIG Website</p> <p>TP reported that revisions to the OSIG website were still to be fully developed.</p> | TP |
| 5 | <p>Presentation by Kevin Hampson “Well Issues in the Shallow Section”</p> <p>Following the previous discussions regarding guidance notes, KH gave a very informative presentation on well issues in the shallow section.</p> <p>The presentation had two main sections:</p> <ul style="list-style-type: none"> • Primary & secondary geotechnical consequences / issues associated with shallow section drilling • Case studies of the Chirag-1, West Azeri and central Azeri wells were presented where issues were encountered between 150 m to 160 m below mud line. <p>Following the presentation and discussion KH agreed to the following actions:</p> <ul style="list-style-type: none"> • To contact the other operators involved with the 2005 workshop to see if their case studies could be used for an OSIG guidance document • To get clearance for a ‘sanitised’ version of this presentation to be uploaded to the OSIG website • To take the lead in getting all interested parties to agree the structure of a guidance document, certainly by OSIF 2008. | <p>OSIG OSIG</p> <p>KH</p> <p>KH OSIG</p> <p>KH OSIG</p> |
| 6 | <p>Liaison with Other Bodies</p> <p>TP summarised reports received on liaisons with other bodies.</p> <p>OES (www.oes.org.uk)</p> <p>RH detailed a number of activities including two very successful joint OSIG / BGA meetings in London with both meetings had over 100 attendees;</p> <ul style="list-style-type: none"> • January – Pile fabrication and pile driving • February – Suction pile technology <p>A committee meeting was held on 5th March on soil riser interaction. Presentation material is available to OES members on the website above.</p> <p>Geological Society (www.geolsoc.org.uk)</p> <p>They would like to arrange a joint meeting or one day event but have requested that DL arrange it.</p> <p>Geological Marine Studies</p> <p>Current chairman Leon Clark is looking to stand down if a successor can be found.</p> <p>IMCA (www.imca-int.com)</p> <p>Information available on website.</p> <p>BGA (www.britishgeotech.org.uk / www.ice.org.uk)</p> <p>BGA Rankine lecture to be held at the ICE, 1, Great George Street on 19th March 2008 on ‘The Engineering Behaviour of Fill’ by Andrew Charles.</p> | |



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| <p>6_{cont.}</p> | <p>ISO / API (www.api.org) Work continuing on the new marine site investigation code. The next meeting of the subcommittee to be held in May, in Houston during OTC. Work is ongoing for the new text on shallow foundations to include yield surfaces. The ISO 19905-1 Jack-up subcommittee will also meet during OTC week. ISSMGE (www.issmge.org) The International Symposium of Deformation Behaviour of Geomaterials is being held in Atlanta in September this year. Hydrographic Society (www.ths.org.uk) No report. Drill Organisations No report. OSIF (Offshore Soil Investigation Forum) Discussed in the main body of the meeting JNCC / PESGB (www.jncc.gov.uk / www.pesgb.org.uk) Discussed in the main body of the meeting UKOOA (www.ukooa.co.uk / www.oilandgasuk.co.uk) Discussed in the main body of the meeting</p> | |
| <p>7</p> | <p>Any Other Business Short Course Dec 2007, Aberdeen The latest short courses were held in Aberdeen during December 2007 with the maximum of 50 delegates attending. The feedback was good complimenting the speakers and the venue. The main gripe was regarding the course notes not matching the actual presentations given or being too small. However, overall it was well received and a great success. TP offered the committees thanks to the organising subcommittee of MF / TP / DH / RS. Ways to improve the course for December 2008 were discussed, involving the inclusion of a drilling element. A new organising subcommittee was appointed including Andy Barwise, Dei Huws, Mark Finch and Karen Dalton TP to contact Ian Gallet to book a venue. GeoForum JP working on a title, but content likely to focus on pipeline SI info versus guidelines – are the guidelines working? CTC to sponsor the GeoForum and the provisional date is Thurs 19th June, in Aberdeen, venue TBC.</p> | <p>AB/DH MF/KD TP</p> |



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| <p>6</p> | <p>Forthcoming Events</p> <p>Rankine Lecture, ICE London - 19th March 2008</p> <p>2nd Int. Conf. On Site Characterisation, Taiwan - 1st – 4th April 2008</p> <p>EAGE, Rome - 8th June 2008</p> <p>Aberdeen, GeoForum - 19th June 2008</p> <p>OSIG Short Course - London Nov/Dec 2008</p> <p>OSIF, Rye, East Sussex - 20th – 21st November</p> | |
| <p>7.</p> | <p>Date for the Next Meeting</p> <p>The date for next meeting is Thursday 19th June 2008 in Aberdeen. Venue to be confirmed.</p> | |
| | <p>Minutes prepared by Toby Powell, 17th March 2008.</p> | |