



**Date**                    **19<sup>th</sup> June 2008**

**Location**        **:        Senergy Offices, Bon Accord Crescent, Aberdeen**

**Present:**

<b>Peter Larkin</b>	<b>Acergy</b>		<b>Toby Powell</b>	<b>Senergy ISIS</b>
<b>Mike Cowie</b>	<b>Subsea7</b>		<b>Richard Salisbury</b>	<b>Fugro Survey Ltd.</b>
<b>Thierry des-Vallieres</b>	<b>Consultant</b>		<b>Mark Finch</b>	<b>Senergy ISIS</b>
<b>Pat Power</b>	<b>Fugro Ltd.</b>		<b>Peter Taylor</b>	<b>Senergy ISIS</b>
<b>Peter Allen</b>	<b>SETech</b>		<b>Karen Dalton</b>	<b>RPS Energy</b>
<b>Alasdair Maconochie</b>	<b>Technip</b>		<b>Leen Boer</b>	<b>Shell</b>
<b>Dave Reed</b>	<b>Senergy</b>		<b>Richard Orren</b>	<b>Senergy Floyds</b>

**SUT – OSIG COMMITTEE MEETING; Minutes of Meeting**

<b>1</b>	<p><b>Welcome, Introductions, Apologies</b></p> <p>Apologies for absence where received from the following members:          Julian Osborne, Richard Jardine, Robert Overy, Gareth Wood, John Powell, Jim Pyrah, Oyvind Ruden, Kevin Hampson, Ken Games, Dave Long, Mike Baker, Andy Barwise, Hay Robbs, Ian Gallet, Uzram Mizra, Viggo Karlsen and Dei Huws.</p> <p>Apologies were also received from Mick Cook, Tom Lunne and Marcel Dieteren who are Associate Members.</p> <p><b>Safety Moment</b></p> <p>PP presented a safety moment on the importance of checking your seat position in relation to emergency exits and keeping identification, credit card and phone on your person whilst flying.</p> <p>TP agreed to give the safety moment at the next meeting.</p>	TP
<b>2</b>	<p><b>Minutes of Previous Meeting</b>, held on 12<sup>th</sup> March 2008 in London</p> <p>No comments, errors or omissions. Minutes were approved.</p>	
<b>3</b>	<p><b>Membership, New Applications.</b></p> <p>Following discussions at previous meetings Paul Baggley (Wessex Archaeology) has applied to join the committee. TP received his CV, although too late to circulate ahead of the meeting. His application was discussed and agreed in principle; however TP shall forward his CV for review by committee members. Any comments to be returned to TP / PP.</p>	TP



<p>3<sub>cont</sub></p>	<p>Mark Lawrence (RPS Energy – Currently an associate member) and Ian Wilson (Independent Environmental Consultant) have applied as full members, although no CV's currently received. TP to circulate CV's when they are received.</p> <p>Attendance at meetings as per previous years and appeared to be fine – no further comment required.</p>	<p>TP</p>
<p>4</p>	<p><b>Review of Actions Agreed at Previous Meeting</b></p> <p>Wessex Archaeology applications Paul Bagley has applied (see Item 3). Zoe Cruchfield (JNCC) has not been invited at this stage.</p> <p>MF has sent OSIG Guidelines to PP as agreed</p> <p>Site Survey Guidance Notes - AH no further action at this stage</p> <p><b>Liaison with other bodies</b></p> <p>Notes will be uploaded to website. In future these will not be discussed at meetings.</p> <p><b>Skills Shortage Remediation</b></p> <p>Peter Larkin gave update on actions taken since last meeting. he will discuss with Shell, possible alignment with their efforts (See 7. below)</p> <p><b>Geophysical Site Survey Guidance Notes – Richard Salisbury</b></p> <p>Andy Hill is leader of committee in Houston and the process has begun. Two OSIG members are on the committee, although limited progress since Easter. Process is on-going and deadlines remain as previous.</p> <p><b>Revision of OSIG Guidelines</b></p> <p>No action at this time.</p> <p><b>Input to ISO Standard - Marine Soil Investigations – update by PT</b></p> <p>Meeting during OTC, Houston. Progress slower than expected due to increasing complexity of task. Discussion around contents of document. 1<sup>st</sup> draft for review by OSIG – 3Q08 (before next meeting). Other deadlines remain the same</p> <p><b>Marine Archaeology</b></p> <p>No action at this time.</p>	



<p>4<sub>cont</sub></p>	<p><b>Top Hole Well Engineering Design Guidelines</b></p> <p>K. Hampson (BP) agreed to take actions forward, as per previous Minutes of Meeting. No progress to date. Agreed that KH should request information for operators.</p> <p>P. Power to be acting Task Group Leader (P. Taylor, D. Reed, R. Overy &amp; T. I. Tjelter also in Task Group). P. Power to request KH's presentation from previous OSIG meeting. (full copy to D. Reed and sanitised version for committee)</p> <p><b>Worldwide OSIG Committees</b></p> <p>Houston OSIG Committee in the process of being convened. P. Power showed slides supplied by A. Hill (BP), to be uploaded to website. Committee has been set up and first meeting will be held in July this year. Membership list is impressive and includes many operator representatives.</p> <p>All commended Andy Hill for his efforts and success to date.</p> <p>Perth committee not established but P. Allan to contact Mark Randolph to discuss.</p> <p><b>OSIG Remit / Terms of Reference</b></p> <p>TP presented a sort review and recommendation to the committee, attached to these minutes. It was decided that the current wording on the website should be replaced with the "Technical Remit" and "Purpose of Committee" (three bullet points) in the constitution.</p> <p><b>OSIG Website</b></p> <p>TP now has the generic OSIG username and password for members' area. This will be issued to full membership for their personal access to download relevant information and should be kept confidential. Principally, MOM, Agendas and liaisons with other bodies to be uploaded to this area on website.</p> <p>TP discussed process for members wishing to upload information to website. Information to be passed to TP who will forward to SUT staff.</p>	<p>KH</p> <p>PP</p> <p>PA</p> <p>TP</p> <p>TP</p> <p>TP</p>
<p>5</p>	<p><b>Liaison with Other Bodies</b></p> <p>Reports received on liaisons with other bodies to be posted by TP to OSIG website</p> <p><b>OES (<a href="http://www.oes.org.uk">www.oes.org.uk</a>)</b></p> <p>Report received from Ray Hobbs, and shall be posted to the OSIG website.</p> <p><b>Geological Society (<a href="http://www.geolsoc.org.uk">www.geolsoc.org.uk</a>)</b></p> <p>No report.</p> <p><b>Geological Marine Studies</b></p> <p>No report.</p> <p><b>IMCA (<a href="http://www.imca-int.com">www.imca-int.com</a>)</b></p> <p>Information available on website.</p> <p><b>BGA (<a href="http://www.britishgeotech.org.uk">www.britishgeotech.org.uk</a> / <a href="http://www.ice.org.uk">www.ice.org.uk</a>)</b></p> <p>No report.</p>	<p>TP</p>



<p>5<sub>cont</sub></p>	<p><b>ISO / API (<a href="http://www.api.org">www.api.org</a>)</b>                  Report received from Ray Hobbs, and shall be posted to the OSIG website.</p> <p><b>ISSMGE (<a href="http://www.issmge.org">www.issmge.org</a>)</b>                  The International Symposium of Deformation Behaviour of Geomaterials is being held in Atlanta in September this year.</p> <p><b>Hydrographic Society (<a href="http://www.ths.org.uk">www.ths.org.uk</a>)</b>                  Minutes of meeting of 14<sup>th</sup> May received from Oyvind Ruden, and shall be posted to the OSIG website.</p> <p><b>Drill Organisations</b>                  No report.</p> <p><b>OSIF (Offshore Soil Investigation Forum)</b>                  No report.</p> <p><b>JNCC / PESGB (<a href="http://www.jncc.gov.uk">www.jncc.gov.uk</a> / <a href="http://www.pesgb.org.uk">www.pesgb.org.uk</a>)</b>                  No report.</p> <p><b>UKOOA (<a href="http://www.ukooa.co.uk">www.ukooa.co.uk</a> / <a href="http://www.oilandgasuk.co.uk">www.oilandgasuk.co.uk</a>)</b>                  No report.</p>	
<p>6</p>	<p><b>Any Other Business</b></p> <p><b>Short Course Dec 2008, Aberdeen</b></p> <p>MF to be Task Group Leader for Short Courses. (P.Power to send MF CD with presentations). DR to be on Task Group along with KD, AB and DH.</p> <p>TP provided possible dates when Ocean Suite at 80 Coleman Street was available; 17<sup>th</sup> to 18<sup>th</sup> Nov, or 8<sup>th</sup> to 10<sup>th</sup> December. It was decided that the courses should be held on 9<sup>th</sup> to 10<sup>th</sup> December in London.</p> <p><b>GeoForum</b></p> <p>Geoforum was postponed.</p> <p>TP and PP to ask JP to lead the Geoforum in November. Date TBC.</p> <p>(Post meeting note: PP has agreed with GeoSoc Eng Group to host joint evening meeting on Offshore Site Investigation – on 15th Oct.08, at Burlington House, London. This will replace Geoforum )</p>	<p>MF / PP</p> <p>JP</p> <p>TP / PP</p>
<p>7</p>	<p><b>Presentation by Leen Boer (Shell), “The Fight Against Skill Shortages in the Offshore Survey Industry”</b></p> <p>The presentation gave a valuable insight into the analysis work carried out to try and identify why there is a skills shortage and the work being done to tackle it by Shell, Fugro and the Hydrographic Society.</p>	



<p><b>8</b></p>	<p><b>Presentation by Ian Hamilton (Fugro Geoconsulting Ltd)), “Extracting Geohazard Risk Assessment Information from High Resolution Geophysical Data Acquired from AUV Platforms”</b></p> <p>Excellent examples were presented on the technical and commercial differences between AUV surveys and traditional vessel mounted survey spreads.</p> <p>Unfortunately due to water depth AUV’s may not be technically the best solution for North Sea applications.</p>																			
<p><b>9</b></p>	<p><b>Forthcoming Events</b></p> <table border="0"> <tr> <td>OES, Evening Meeting, London (Offshore pipeline operational response analysis &amp; design)</td> <td></td> <td>3<sup>rd</sup> September 2008</td> </tr> <tr> <td>OES, Evening Meeting, London (Scour control around gravity base structures)</td> <td></td> <td>1<sup>st</sup> October 2008</td> </tr> <tr> <td>Joint GeoSoc/OSIG evening meeting on Offshore SI (see above)</td> <td></td> <td>15<sup>th</sup> Oct 2008</td> </tr> <tr> <td>OSIF, Rye, East Sussex</td> <td>-</td> <td>20<sup>th</sup> – 21<sup>st</sup> November</td> </tr> <tr> <td>OES Film Evening, London</td> <td></td> <td>3<sup>rd</sup> December</td> </tr> <tr> <td>OSIG Short Courses, London</td> <td>-</td> <td>9<sup>th</sup> to 10<sup>th</sup> December 2008</td> </tr> </table>	OES, Evening Meeting, London (Offshore pipeline operational response analysis & design)		3 <sup>rd</sup> September 2008	OES, Evening Meeting, London (Scour control around gravity base structures)		1 <sup>st</sup> October 2008	Joint GeoSoc/OSIG evening meeting on Offshore SI (see above)		15 <sup>th</sup> Oct 2008	OSIF, Rye, East Sussex	-	20 <sup>th</sup> – 21 <sup>st</sup> November	OES Film Evening, London		3 <sup>rd</sup> December	OSIG Short Courses, London	-	9 <sup>th</sup> to 10 <sup>th</sup> December 2008	
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<p><b>10</b></p>	<p><b>Date for the Next Meeting</b></p> <p>The date for next meeting is <b>Wednesday 10<sup>th</sup> December 2008</b> in London, around the Short Courses. Venue to be confirmed.</p>																			
	<p>Minutes recorded by Mark Finch and prepared by Toby Powell &amp; Pat Power, 9<sup>th</sup> - 11<sup>th</sup> July 2008.</p>																			