



Date 25th March 2009
Location : SUT, 80, Coleman Street London
Present:

Peter Allan	GeoMarine		Dave Long	British Geological Survey
Mike Baker	GEMS		Richard Orren	Senergy
Sarah Cashmore	RPS Energy		Toby Powell	Senergy
Mick Cook	Consultant		Pat Power	Fugro Geoconsulting
Ken Games	Gardline Geosciences		Gareth Wood	BP
Ian Gallet	SUT		Thierry des-Vallieres	Total
Ray Hoobs	Consultant			

SUT – OSIG COMMITTEE MEETING; Minutes of Meeting

1	<p>Welcome, Introductions, Apologies</p> <p>Apologies for absence were received from the following members: Paul Baggaley, Mike Cowie, Mark Finch, Dei Huws, Richard Jardine, Peter Larkin, Alasdair Maconochie, Robert Overy, John Powell, Jim Pyrah, Dave Reed, Oyvind Ruden, Richard Salisbury, Peter Taylor, Ian Wilson</p> <p>Other apologies were received including: Andy Barwise (Short Course), Karen Dalton (maternity leave – Sarah Cashmore deputised), Kevin Hampson (Short Course), Julian Osborne (Short Course)</p> <p>PP opened and welcomed members to the meeting.</p> <p>Safety Moment</p> <p>PP gave a safety moment on “Defensive Driving Issues”. Following the recent office move Fugro staff are driving longer distances prompting them to be sent on a defensive / eco driving course. The main points are summarised as:</p> <ul style="list-style-type: none"> • Spatial awareness and anticipate what is ahead of you, look to horizon • Use accelerator (on / off) and rather than brakes • Always have 2 second interval between you and the vehicle in front • Be aware of the guy / space behind you and leave 1 m either side of you • When stopped in traffic be able to see “Tyres on Tarmac” of guy in front plus one metre • When stopped to make a right turn across the line of oncoming traffic keep front wheels facing ahead 	
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<p>2</p>	<p>Minutes of Previous Meeting, held on 10th December in London</p> <p>It was agreed that “Geological Marine Studies” be removed from Section 6 – Liaisons with other Bodies. Otherwise Minutes accepted by the committee as accurate.</p>	
<p>3</p>	<p>Membership, Membership Issues and New Applications.</p> <p>New Applications</p> <p>New applications for Associate Membership have been received and accepted, by PP / TP, from:</p> <ul style="list-style-type: none"> • Sarah Cashmore, RPSE (Nom: Karen Dalton) • Rupert Roland, Subsea7 (Nom: Mike Cowie) • Frances Buckley, Senergy (Nom: Toby Powell) • Eric Cauquil, Total (Nom: Thierry des-Vallieres) • Neil Brown, Acergy (Nom: Pat Power) <p>N.B. Eric Cauquil was previously an Associate Member.</p> <p>Outstanding applications for Full Membership were discussed. TP stated few comments had been received from the committee. The committee decided:</p> <ul style="list-style-type: none"> • John Arthur Accepted as Full Member (Nominated: MRC, Seconded: MB) • Richard Walters Accepted as Associate Member <p>TP to forward details to PP, who will send “official” confirmations to the applicants.</p> <p>Membership Issues</p> <p>The topic of Full Members having Associate Member ‘buddies’ was considered a good idea (see applications above) to allow Full Members to have a stand in if they were unable to attend a meeting.</p> <p>TdV asked about the rules on Associate Members attending meetings. TP / PP stated that any Associate Member was welcome to attend a meeting, but requested prior notification.</p>	<p>TP</p>
<p>4</p>	<p>OSIG Membership and Committee Structure:</p> <p>TP presented the breakdown of Members specialist disciplines and the type of business they represent. The list of Members attendance at meetings was also discussed. TP will add both documents to the Members Enclosure of the OSIG webpage.</p> <p>The overall structure and balance of the committee was discussed and points raised included:</p> <ul style="list-style-type: none"> • More operators should be involved in OSIG 	<p>TP</p>



<p>4 Cont.</p>	<ul style="list-style-type: none"> • More Full Members from Norway should be involved. Although Members located abroad were unlikely go get permission to attend. Also, attendance from Associates abroad has been excellent at the OSIG conferences • A 30% Operators / 30% Contractors / 30% Consultants plus others, could bring a better balance to the committee. <p>However, Members accepted that these points would be difficult to achieve and the success of the committee still came down to individual participation and commitment to attend meetings and contribution to initiatives.</p> <p>The benefit of having four OSIG meetings per year was reiterated as it tended to increase the overall number of actions achieved.</p> <p>To increase general participation in OSIG especially from Members unable to attend due to geography, PP will investigate video conferencing facilities at Fugro Aberdeen. TP to ask Members if they want video conferencing facilities to join meetings remotely. However, the importance of face to face meetings and Members attending in person was reiterated.</p> <p>TP has developed contact lists for Full and Associate Members. TP will issue the lists to Full Members for checking to ensure contact details are accurate.</p>	<p>PP TP</p> <p>TP</p>
<p>5</p>	<p>Review of Actions from Previous Meeting and 2009 Objectives</p> <p>Short Course</p> <p>PP thanked Andy Barwise, Michele Ross and the other organisers (GW / MF / DH) on behalf of the committee on the outstanding success of the short courses. The London Chamber of Commerce was deemed a good venue and a good cross section of organisations were represented by the delegates.</p> <p>International advertising needs to be promoted more in future. AB will summarise delegate comments and issue. (Post Meeting Note – Comments Attached to Minutes)</p> <p>The committee decided to limit the short course to one per year, with the next one planned for Aberdeen in March 2010.</p> <p>Members asked if copies of the course slides could be distributed. However, it was decided that a course summary (i.e. Course programme) plus a single introduction slide from each presentation with examples should be posted to the OSIG website.</p> <p>Skills Shortage</p> <p>PL sent a brief email stating little progress had been made since the last meeting. The strategy shall be developed over the next few months and established this year.</p> <p>PP will try to get someone to give an update on Shell/Fugro skills shortage initiative at the next OSIG meeting. PP said individual companies still promoting individual career development initiatives despite the economic situation. TdV said Total directly involved in University Courses at French University's along with Fugro, and Total are looking for industrial placements for students</p>	<p>AB</p> <p>PP</p>



<p>5</p> <p>Cont.</p>	<p>Geophysical Guideline Notes – OGP Document</p> <p>TdV said he had not received anything from A. Hill on the geophysical guidelines. The previous revision of the document was scrapped as it was not appropriate for global use. The group has restarted the work with a new document / philosophy for a global guideline and best practice.</p> <p>MRC/KG/RS/TdV from OSIG, sit on the OGP committee of nine. The draft document is scheduled for draft release in the next couple of months. No plan to turn this into an ISO Document.</p> <p>The English Heritage is yet to produce guidelines; they will be distributed when available.</p> <p>ISO Standards</p> <p>RH stated the current document was not ready for review and was a work in progress. A meeting is planned for next week (w/c 30/03) at Total's offices in Paris. A draft document is likely to be issued in the next few months.</p> <p>RH stated that the ISO represents all stakeholders and it has been difficult to develop consistent / comprehensive guidelines.</p> <p>It was agreed that OSIG should review and comment on the document when it is available.</p> <p>Top Hole Well Engineering Guidelines and Standard Definitions</p> <p>No progress made since last meeting. PT to develop table of contents and schedule for developing the guidelines by next meeting, in conjunction with the OSIF committee.</p> <p>The contents and object of the guidelines can be presented at the Geoforum in June.</p> <p>PT to develop list of standard definitions and phrases for offshore soil investigations.</p> <p>Revision of Offshore Renewables and Wind Guidance Note</p> <p>Sarah Cashmore (RPSE) to lead the revision of these guidance notes.</p> <p>Action on ALL MEMBERS to read the current renewables guidance notes, currently on the OSIG website, and comment back to Sarah, by next OSIG Meeting.</p> <p>Revision of Pipeline Route Survey Guidance Notes</p> <p>PA to lead the revision of these guidance notes. Deepwater pipelines currently the big issue in this sector. RO to lead revision of the Geophysical Sections.</p> <p>Action on ALL MEMBERS to read the current pipeline geotechnical investigation guidance notes, currently on the OSIG website, and comment back to PA / RO, by next OSIG Meeting.</p> <p>Subsea Structures Guidance Notes</p> <p>MF / TP to lead the revision of these guidance notes.</p> <p>Action on ALL MEMBERS to read the current subsea guidance notes, currently on the OSIG website, and comment back to MF / TP, by next OSIG Meeting.</p>	<p></p> <p>PT</p> <p></p> <p>PT</p> <p></p> <p>SC</p> <p>ALL</p> <p></p> <p>PA RO</p> <p>ALL</p> <p></p> <p>MF/TP</p> <p>ALL</p>
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<p>5 Cont.</p>	<p>OSIG Houston</p> <p>OSIG Houston have had their first meeting and elected new officers. PP to distribute their summary note:</p> <ul style="list-style-type: none"> • Chairman: Mike Horsnell • Secretary: Earl Doyle <p>OSIG Perth</p> <p>PP has contacted Ian Finnie and he will contact his colleagues to discuss starting an OSIG committee in Perth.</p> <p>PP has prompted Ian Finnie to make contact with Mark Randolph (UWA), and PA will also try to contact him.</p> <p>OSIG KL</p> <p>PP reported moves are afoot to start an OSIG committee in Kuala Lumpur through Asid Jaopar of Asian Geos.</p> <p>SUT North East England Branch</p> <p>Now have NE England SUT committee (Branch). Plans to get these committees going and then will look at joint meetings etc.</p> <p>Ground Forum</p> <p>PP has contacted Ground Forum and will attend their next meeting in the next 2 to 3 months.</p> <p>List of Expectations for Members</p> <p>TP is still to develop a list of expectations for Full Members participation in the committee meetings.</p>	<p>PP</p> <p>PA</p> <p>PP</p> <p>TP</p>
<p>6</p>	<p>Liaisons with Other Bodies</p> <p>TP summarised reports received on liaisons with other bodies and said they would be posted to the members section of the OSIG website.</p> <p>OES (www.oes.org.uk)</p> <p>Report received from RH</p> <p>Geological Society (www.geolsoc.org.uk)</p> <p>No report.</p> <p>IMCA (www.imca-int.com)</p> <p>No report.</p> <p>BGA (www.britishgeotech.org.uk / www.ice.org.uk)</p> <p>Post meeting Email report received from John Powell.</p> <p>ISO / API (www.api.org)</p> <p>Report received from RH</p>	<p>TP</p>



<p>6 Cont.</p>	<p>ISSMGE (www.issmge.org) Post meeting report received from RJ Hydrographic Society (www.ths.org.uk) Post meeting report received from OR – no activity to report OSIF (Offshore Soil Investigation Forum) No report. JNCC / PESGB (www.jncc.gov.uk / www.pesgb.org.uk) No report. UKOOA (www.ukooa.co.uk / www.oilandgasuk.co.uk) No report. EPSRC Report received from RJ Drilling Organisations No report.</p>	
<p>7</p>	<p>Summary of Objectives for 2009</p> <ol style="list-style-type: none"> 1. Complete Short Courses in London 2. Hold Geoforum in Aberdeen (June) 3. Hold Geoforum in London (September) 4. PL to summarise skills shortage status and develop strategy for future 5. Develop new Geophysical site investigation guidelines, including English Heritage guidelines 6. Review of new ISO standards for Marine Soil Investigations 7. Develop top hole well engineering guidelines 8. Open a Perth branch of OSIG 9. Update of existing Wind Farms OSIG Guidelines 10. Update Pipelines & Subsea Guidelines if appropriate. 11. How can Archaeology and Benthic issues be incorporated into the guidelines? 	<p>PL</p>
<p>8</p>	<p>Upcoming events</p> <ul style="list-style-type: none"> • OES Meeting – 1st April 2009 – [See RH Liaison report] • Also request for films for OES film evening. • SUT NE Branch meeting – 22nd April • EAG Amsterdam this year – [Details on SUT Website] 	



<p>8 Cont.</p>	<ul style="list-style-type: none"> Hydrographic Society have event tomorrow OTC: 4th – 8th May 2009 in Houston Ocean Business – Tuesday (31/03) to Thursday (02/04) next week at Southampton University. Full details on SUT website. 	
<p>9</p>	<p>Date of the Next Meetings</p> <p>Committee agreed meeting dates for 2009:</p> <ul style="list-style-type: none"> June 24th Aberdeen (Venue – TBC) September 30th London (Venue – TBC) December 9th Aberdeen (Venue – TBC) 	
<p>10</p>	<p>Any Other Business</p> <p>GeoForum</p> <p>The committee discussed and planned two GeoForums for 2009 to coincide with the next OSIG meetings.</p> <p>June, Aberdeen</p> <p>Well focus and Senergy to organise.</p> <p>The format of approximately 3 presentations/ 3 different organisations /3 well related topics was discussed.</p> <p>The meeting shall be used to introduce Offshore Renewables Guidelines and Launch Top Hole Well Engineering Guidelines and could be a joint OSIF meeting, and invite a Norwegian contingent.</p> <p>September, London</p> <p>Offshore Wind and Renewables focus and shall be combined with OES and Geological Society.</p> <p>MB said GEMS would sponsor the Geoforum in September. MB / PA and MRC to organise.</p> <p>This GeoForum shall be used to launch the O/S Renewables Guidelines.</p> <p>International Energy Consultants Organisation</p> <p>MRC is a member of this newly formed body representing Geosciences and HSE Consultancy organisations with field applications. They wanted to make contacts with other bodies.</p> <p>Currently 17 companies and 2 individual members are represented.</p> <p>MRC requested to give a brief presentation on the organisation to the next OSIG meeting.</p> <p>Review of Industry Status</p> <ul style="list-style-type: none"> General consensus of the committee is that it will bottom out in next 6 months and then start rising. 	



10 Cont.	<ul style="list-style-type: none">• John Westwood (see website) gave a presentation at a recent SUT Evening. PP gave thanks to IG for organising an excellent evening.• Link from SUT Website "O/S Energies Futures"• Oil Companies have said they are being asked to encourage their suppliers to sensibly reduce costs.	
11	Minutes prepared by Toby Powell, 21 st April 2009.	