

**Date**                    **30<sup>th</sup> September 2009**  
**Location**        **:**       **SUT, 80, Coleman Street London**  
**Present:**

<b>Peter Allan</b>	<b>GeoMarine</b>	<b>Dave Long</b>	<b>British Geological Survey</b>
<b>Paul Baggaley</b>	<b>Wessex Archaeology</b>	<b>Toby Powell</b>	<b>Senergy</b>
<b>Mike Baker</b>	<b>GEMS</b>	<b>Pat Power</b>	<b>Fugro Geoconsulting</b>
<b>David Cathie</b>	<b>Cathie &amp; Associates</b>	<b>Jim Pyrah</b>	<b>CTC Marine</b>
<b>Mick Cook</b>	<b>Consultant</b>	<b>Rupert Roland</b>	<b>Subsea7</b>
<b>Ian Gallet</b>	<b>SUT</b>	<b>Richard Salisbury</b>	<b>Fugro Geoconsulting</b>
<b>Ken Games</b>	<b>Gardline</b>	<b>Tor Inge Tjelta</b>	<b>StatoilHydro</b>
<b>Rey Hobbs</b>	<b>Consultant</b>	<b>Gareth Wood</b>	<b>BP</b>
<b>Richard Jardine</b>	<b>ICL</b>	<b>Thierry des-Vallieres</b>	<b>Total</b>
<b>Mark Lawrence</b>	<b>RPS Energy</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:</p> <p>John Arthur, Andy Barwise, Sarah Cashmore (Associate), Michael Cowie (Rupert Roland deputising), Karen Dalton (maternity leave), Mark Finch, Kevin Hampson, Dei Huws, Peter Larkin, Alasdair Maconochie, Julian Osborne, Richard Orren, Robert Overy, John Powell, Dave Reed, Oyvind Ruden, Peter Taylor, Ian Wilson,</p> <p>PP opened and welcomed members to the meeting, including Associate Members; Tor Inge Tjelta, Mark Lawrence and David Cathie. All members gave introductions and PP reminded everyone that they attended on their own merits. PP detailed some late changes to the agenda:</p> <ul style="list-style-type: none"> <li>▪ Mick Cook will present IECO in place of John Arthur (unwell)</li> <li>▪ Tor Inge Tjelta will give a short presentation about OSIF</li> </ul> <p><b>Safety Moment - Peter Allan</b></p> <p>With the clocks changing soon, it is time to check and change the batteries in smoke detectors at home. The majority of us have done an offshore safety course, including fire training, and it is important to teach our respective families what to do in case of fire at home.</p> <p>PL to do Safety Moment at next meeting in December</p>	PL
----------	--	----

2	<p><b>Minutes of Previous Meeting, 24<sup>th</sup> June 2009, London</b></p> <p>Minutes accepted by the committee as accurate.</p>	
3	<p><b>OSIG New Applications, Membership, Membership Issues</b></p> <p>No new applications for full membership have been received.</p> <p><b>Membership Issues</b></p> <p>Changes to members contact lists discussed. GW to chase new contact details for Annabel Dawson.</p> <p>TP to reissue Full Members password for OSIG website, and will include regular Associates Members.</p> <p><b>Members Expectations</b></p> <p>TP reiterated attendance and participation is the key for each Member.</p> <p>PP to contact regular non-attendees (RO/JO/I Wilson). An attendance list for recent meetings has been posted on the OSIG web-page.</p>	<p>GW</p> <p>TP</p> <p>PP</p>
4	<p><b>Review of Actions from Previous Meeting and 2009 Objectives</b></p> <p><b>General</b></p> <p>MRC suggested we tabulate all industry guidelines on the OSIG web-pages to make sure we are up to date and inform Members of when they are revised. TP to get all current guides onto the OSIG Website and tabulate in a reference list.</p> <p>TP said he will produce standard template for use when revising the OSIG guidance notes and will send to Marion. IG will send TP a new SUT logo.</p> <p><b>Video Conferencing for Meetings</b></p> <p>RS has booked the video conference room at Fugro's office at Denmore Road, Aberdeen for 9<sup>th</sup> December meeting. Therefore the facilities are available if Members wish to video conference from other parts of the country.</p> <p><b>2009 Short Courses</b></p> <p>AB to summarise short course/feedback, and circulate.</p> <p><b>GeoForum</b></p> <p>PA summarised the speakers for tonight. There are currently 75 registered attendees. PP thanked GEMS for sponsorship for the GeoForum this evening.</p> <p><b>Ground Forum</b></p> <p>PP attended meeting last week.</p> <p><b>Skills Shortage</b></p> <p>PL to source SUT videos as per last meeting.</p> <p><b>ISO Standards</b></p> <p>RH explained that the current schedule had been extended (see liaison report).</p>	<p>TP</p> <p>TP</p> <p>IG</p> <p>RS</p> <p>AB</p> <p>PL</p>

<p>4 Cont.</p>	<p>A second draft is due at the end of November for international committee review, with an open draft planned for April 2010. The final 'draft international standard' is due to be published by March 2012. The next API meeting is planned for 12/11/09 at Shell Office.</p> <p><b>Top Hole Well Engineering Guidelines</b></p> <p>TP gave summary of progress on behalf of PT:</p> <ul style="list-style-type: none"> <li>▪ The guidelines have been started and include input from the Senergy drilling department</li> <li>▪ Currently waiting for KH to release the (sanitised) presentation slides given at a previous OSIG meeting. GW to chase KH, and PT will tell GW what he wants</li> <li>▪ RO, GW, JA, Tor Inge all offered help and support where required</li> <li>▪ Will circulate a contents list for comment by Christmas</li> </ul> <p><b>Renewable Guidance Notes</b></p> <p>Little progress made. It was confirmed that Tony Hogson of Fugro would also help out with these guidance notes.</p> <p><b>Pipeline Guidance Notes</b></p> <p>Currently a work in progress. D. Cathie suggested looking at cable survey guidelines. Mark Lawrence to send TP a copy.</p> <p><b>Subsea Structures Guidance Notes</b></p> <p>Also a work in progress. The plan for these guidelines is to produce a draft contents list in the next two weeks, rewrite them in November and issue a draft in December.</p> <p><b>Geophysical Guideline Notes – OGP Document</b></p> <p>No progress made since last meeting. Final comments are being collated and the group is waiting for AH (Houston) to publish them.</p> <p>Next review meeting 21/10/09 in Paris (video conference with Houston).</p> <p>OGP need to comment and standardise their format before publishing. OSIG to ask OGP if the committee can have an advance copy and drive this process. - GW to chase AH to get guides.</p> <p><b>OSIG Houston</b></p> <p>The committee is now active and has elected officers. TP to get in contact and set up links for future collaboration. PP to send TP copies of minutes.</p> <p>MB suggested inviting Perth/Houston to next OSIG meeting and Oceanology.</p> <p>RR asked about SUT Brazil. IG said SUT does exist in Brazil, but different culture makes it difficult, slow progress. PP suggested engaging South America through the Houston committee.</p> <p><b>OSIG Perth</b></p> <p>Ian Finnie has confirmed that representatives from seven organisations have committed to the committee. They are holding a ballot for officers and will form</p>	<p>PT</p> <p>GW/PT</p> <p>TH</p> <p>ML</p> <p>TP</p> <p>GW</p>
--------------------	---	--

<p><b>4</b> <b>Cont.</b></p>	<p>the committee structure soon. They are planning a GeoForum for early 2010. TP to send IF a copy of the OSIG constitution. Also guidance notes will be issued to them for review. <b>OSIG KL</b> No Progress</p>	<p>TP</p>
<p><b>5</b></p>	<p><b>Liaisons with Other Bodies</b> TP summarised reports received on liaisons with other bodies and said they would be posted to the members section of the OSIG website. <b>OES (<a href="http://www.oes.org.uk">www.oes.org.uk</a>)</b> Report received from RH <b>Geological Society (<a href="http://www.geolsoc.org.uk">www.geolsoc.org.uk</a>)</b> No report. <b>IMCA (<a href="http://www.imca-int.com">www.imca-int.com</a>)</b> No report. <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> No report. <b>ISO / API (<a href="http://www.api.org">www.api.org</a>)</b> Report received from RH <b>ISSMGE (<a href="http://www.issmge.org">www.issmge.org</a>)</b> No report. <b>Hydrographic Society (<a href="http://www.ths.org.uk">www.ths.org.uk</a>)</b> Report received from OR. <b>OSIF (Offshore Soil Investigation Forum)</b> No report. <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. <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> <b>EPSRC</b> No report. <b>Drilling Organisations</b> No report.</p>	<p>TP</p>

<p><b>6</b></p>	<p><b>Summary of Objectives for 2009</b></p> <p>Hold GeoForum in London (September).</p> <p>PL to summarise skills shortage status and develop strategy for future.</p> <p>Develop new Geophysical site investigation guidelines, including English Heritage guidelines.</p> <p>Review of new ISO standards for Marine Soil Investigations.</p> <p>Develop top hole well engineering guidelines.</p> <p>Update of existing Wind Farms OSIG Guidelines.</p> <p>Update Pipelines &amp; Subsea Guidelines.</p> <p>Open a Houston and Perth branches of OSIG.</p> <p><b>Summary of Objectives for 2010 (ongoing)</b></p> <p>Review and upgrade cable guides.</p>	<p>PL</p>
<p><b>7</b></p>	<p><b>Future Events</b></p> <ul style="list-style-type: none"> <li>▪ 10<sup>th</sup> December 2009: All SUT Chairs and Chairs of Technical committees to meet in London for SUT AGM</li> <li>▪ Oceanology 2010 – 9th-11th March 2010</li> <li>▪ Rio end of March 2010 – SUT Technical Conference</li> </ul>	
<p><b>8</b></p>	<p><b>Remaining OSIG committee meeting dates for 2009:</b></p> <p>Wednesday 9<sup>th</sup> December (Venue – Fugro Offices, Denmore Road, Bridge of Don, Aberdeen)</p> <p><b>Date of the Next Meetings and OSIG Events for 2010</b></p> <p><b>OSIG Meetings</b></p> <p>Tuesday 9<sup>th</sup> March (London - around Oceanology)</p> <p>Wednesday 30<sup>th</sup> June (Aberdeen)</p> <p>Wednesday 29<sup>th</sup> September (Aberdeen)</p> <p>Wednesday 15<sup>th</sup> December (London)</p> <p><b>GeoForum</b></p> <p>Wednesday 30th June (Aberdeen) - Subsea7/Aceryg/Technip to organise</p> <p><b>Short Courses</b></p> <p>(Organising Committee: DH / AB / GW / PP &amp; RJ for London course)</p> <p>June 2009 - Two day short course at ICL, London for students</p> <p>September 2009 – Two day short course for industry in Aberdeen around OSIG meeting time. TP to send RJ previous agenda to review content</p>	<p>MC/NB/ AM</p> <p>DH/AB/ GW/PP &amp; RJ</p> <p>TP</p>

<p>9</p>	<p><b>Any Other Business</b></p> <p><b>OSIF Liaison (Tor Inge Tjelta)</b></p> <p>Next OSIF meeting is in Statoil Offices in Stavanger, Thursday 26th November 2009. Meeting have been held annually since 1983. Currently the top hole well engineering subject is very relevant. Other issues that are to be discussed include:</p> <ul style="list-style-type: none"> <li>▪ Deep Water site investigation is the main topic for the 2009 meeting, i.e. discussing different ways to complete surveys. Have tried putting the whole drill spread on seabed and results to date have been very good</li> <li>▪ Statistical reporting of laboratory test / soils data</li> <li>▪ Developing a common marine audit for drillships in line with ISO Marine Standards. This is so HSE and technical vessel audits can be more efficient to cover different client / operator requirements</li> </ul> <p><b>Ian Gallet announced that he is retiring from his role at the SUT</b></p> <p>However, he is staying with the SUT to develop overseas committees. Bob Allwood is taking over IG's role. PP proposed a vote of thanks from OSIG for all Ian Gallet's support.</p> <p><b>Mick Cook gave a presentation on the International Energy Consultants Organisation</b></p> <p>It is primarily a trade association and is a post runner for IAGC. Companies involved are mainly in the Geoscience and HSE arenas that put people in the field. They deal with issues affecting consultants and consultancies.</p> <p>By March 2007 they organisation had 25 member companies and held meetings every three months. The other objective is to develop and attract 'new blood' into the industry as the average age of consultants at this time is 55.</p> <p>MRE asked if IECO could formally liaise with the OSIG committee.</p> <p><b>Open discussion with committee</b></p> <p>RJ explained that there has been a shift in graduates and that 30 years ago ICL's MSC courses were predominately full of UK students.</p> <p>Now most of the funding for UK students has dried up and those opting for MSc courses experience high levels of debt with no guaranteed work at the end of the course. This trend is also being seen across Europe.</p> <p><b>Straw Poll on Skills Shortage</b></p> <p>The following organisations are still recruiting graduates: Fugro / Statoil / BP / Cathie &amp; Assoc. / Gems / Gardline / CTC / Wessex. BGS – Civil Service been on recruitment. Total in theory always looking. Subsea 7 have had a recruitment ban, soon to be rescinded</p> <p>The committee concluded that there may be more of an experience shortage rather than a skills shortage, and that there is a 'technical vacuum' coming.</p>	
<p>10</p>	<p>Minutes prepared by Toby Powell, 30<sup>th</sup> November 2009.</p>	