

Society for Underwater Technology
OSIG Committee – Minutes of Meeting



Date: 30th June 2010

Location: Palm Court Hotel, Aberdeen

Present:

Peter Allan	GeoMarine		Robert Overy	Shell
John Arthur	Top-Hole Studies		Pat Power	Fugro
Paul Baggaley	Wessex Archaeology		Richard Salisbury	Fugro
Neil Brown	Acergy		Ian Wilson	Benthic Solutions
Peter Larkin	Senergy		Gareth Wood	BP
Alasdair Maconochie	Technip UK		Thierry Des-Vallieres	Total
Richard Orren	Senergy		Craig Shipp	Shell (via telecom from USA)

Minutes of Meeting:

Item	Minute	Action
1	<p>Welcome Introductions and Apologies</p> <p>Apologies for absence were received from the following Members:</p> <p>Mike Baker, Andy Barwise, Mick Cook, Mike Cowie, Karen Dalton, Mark Finch, Ian Gallet, Ken Games, Kevin Hampson, Ray Hobbs, Dei Huws, Richard Jardine, Dave Long, Julian Osborne, John Powell, Toby Powell, Jim Pyrah, Oyvind Ruden, Peter Taylor, Ian Wilson, Mark Lawrence, Sarah Cashmore, Rupert Rowland, Nigel Carey</p> <p>PP opened and welcomed all Members to the meeting. Peter Larkin stood in for Toby Powell and took notes and minutes for the meeting.</p> <p>PP mentioned that there would be a reorganisation of the meeting agenda to accommodate Craig Shipp calling in to join the meeting from the Houston OSIG branch. PP also wished to address the topical item of the Macondo Well, GoM and how this might impact OSIG (in terms of Top Hole Guidance Note revision) in advance of CS dialling-in at 1500L.</p> <p>Safety Moment</p> <p>1550L : RO raised the point that as offshore renewables survey / site investigation work advances at pace (particularly with the commencement of Round 3, Offshore Wind) there is a pinch on resource (vessel) capacity and the industry is seeing smaller 'day-boat' vessels extending their survey range further offshore. There are several and serious potential</p>	

	<p>HSE issues associated with this practice. AM raises the point that as a learned society, the SUT should raise this issue with the relevant authorities. It was proposed that RO write a note highlighting the issue (HSE compliance for small survey vessel activities) and for PP to pass onto the HSE / Renewables sections of the SUT. Subject to the outcome, the SUT may wish to escalate the matter further with BWEA / HSE etc.</p>	RO/PP
2	<p>Minutes of the Previous Meeting</p> <p>Held : 9th March 2010 at The Custom House Hotel , London</p> <p>PP and attendees reviewed the previous minutes. Items 1-6 were accepted as an accurate reflection of the march meeting.</p>	
3	<p>New Applications and Membership Issues</p> <p>Mike Cowie & Jim Pyrah have offered their resignations to the committee and these have been accepted with both MC & JP continuing as Associate members of OSIG.</p> <p>In turn, the following new applications for membership have been received: Mike Cowie has proposed Rupert Rowland (SS7) as a replacement for himself (on the committee) and Jim Pyrah has recommended Scott Gooding (CTC) for associate membership. Both proposals were accepted by the committee.</p> <p>In addition, John Morse's (SeTech / Gardline) CV had been previously circulated and after brief discussion and exchange of views, JM's membership was seconded and approved by committee.</p>	
4	<p>Review of Actions from Previous Meeting and 2010 Objectives</p> <p>General</p> <p>Outstanding actions from the previous meeting are included in the following sections. The main focus of the meeting was associated with the recent Macondo Well incident in the GoM, with regard to the OSIG Top Hole Well Engineering Guidelines.</p> <p>PP stressed the significance of focusing on these guidelines and the need to issue working drafts before the end of the year as there were anticipated impacts for engineering (and therefore related survey & site investigation inputs and activities). A significant portion of the meeting was given over to a 'Top Hole' brainstorming session, with the output captured in a separate annexure to these MoMs (Top Hole Guidance Notes Matrix) to be circulated to members with accompanying MoMs.</p> <p>At 1500L. Craig Shipp from OSIG, Huston joined the meeting (by conference call) and a review of the brainstorming session was given. CS was in agreement with the content and strategy offered. PP commented that the interaction between OSIG Huston and the UK was particularly successful largely as a consequence of the ability to dial-in and 'attend' each others' meetings as well as having periodic communication.</p>	All

	<p>For the guidance notes in general, it was concluded that TPs format and contents was acceptable.</p> <p>Input into ISO standard – Marine Soil Investigations</p> <p>TdV started with a general overview. Status ongoing with Neil Brown to review and comment on draft. John Arthur to forward NB a copy of the working draft.</p> <p>Feedback from the Short Course for Students</p> <p>Short Course at Imperial College, held on 10th June 2010. A two day course organised primarily RJ & DH, with PP chairing proceedings. Attendance despite calls going out to ‘other’ universities was largely confined to I.C. and Bangor M.Sc. students. RPS graciously sponsored food and refreshment.</p> <p>The feedback was ‘extremely positive’ with the main comment being how condensed the course was. PP stated that he would review the content of the course and that presenters should try and ‘lighten-up’ the content and illustrate with more scenario / case study material.</p> <p>PP states that there is a requirement to spread the course around the UK, with a Scottish University being targeted for the next presentation for the next roll out Q1 2011. AM to follow up.</p> <p>Short Course for Industry</p> <p>The next two day course is planned for 29-30 Sept 2010 in Aberdeen [Post Meeting Note: The Palm Court Hotel has been booked].</p> <p>Intention is to circulate a full programme by the end of July, re-circulating in early September. It is anticipated that there should be little change to the format. Indications were that previous feedback was good (Jean Roche’s Drilling based presentation was particularly well received) but the quality of graphics and ‘death-by-powerpoint’ was raised as a low point. PP to circulate feedback to members.</p> <p>Range of presenters possibly to include Tom Lunne and remembering that Tor Inge Tjelta is currently UK based.</p> <p>Recap on objectives: To run academic courses more widely with a view to organising the next course in Paris.</p> <p>Action: Michelle Ross to clarify whether or not courses are accredited to SUT (and other organisations’?) CPD, and if so that this indicated / emphasised on the course communication flyers.</p> <p>OSIG Guidance Notes – General</p> <p>Main focus for this meeting was on Top Hole Well Engineering GN.</p> <p>In general, the structure & content was considered fit-for-purpose, with TP requested to circulate slides (of format?) to members.</p>	<p>J A/NB</p> <p>PP</p> <p>AM</p> <p>PP</p> <p>MR</p> <p>TP</p>
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	<p>PP read out an overseas (Egyptian Eng.) e-mail praising the value of the guidance documents.</p> <p>Renewables Guidance Note</p> <p>Neither Mark Lawrence nor Sarah Cashmore was available to provide update but it was assumed that progress commensurate with the overall programme had been made.</p> <p>Pipelines & Subsea Structures</p> <p>RO stated that the structure of the document had been discussed but there had been no further action. Peter Allan / Richard Orren had circulated a revised version and will circulate the same document to committee by July end with a view to completion as a 'working document' by end September 2010.</p> <p>Geophysical (OGP) Guidance Note</p> <p>TdV provides a brief update. The 'final' document was received by committee on 29 June 2010 for comment / revision by (OGP) committee and issued thereafter. It was noted that due to current commitments Andy Hill has now resigned from the OGP committee. This document (which targets drilling rigs but can be applied to other subsea activities) will be the only industry document and will 'reside' on the OGP website.</p>	<p>ML/SC</p> <p>PA/RO</p> <p>TdV</p>
<p>5</p>	<p>Liaison with Other Bodies</p> <p>In general , there was not much input into this section at this meeting but the following points were made:</p> <p>EAGE</p> <p>JA did send a report but it may have been blocked. JA to re-send to committee. [Post Meeting Note: Reports have been received by TP]</p> <p>Offshore Site Investigation Forum - OSIF</p> <p>Various discussions and opinions were debated re; OSIF.</p> <p>PP to follow up on the Q4 2009 report – PP to communicate with OSIF with respect to Top Hole Guidance Note inputs and request a summary of MoMs from (Q4 2009) meeting</p> <p>OES: www.oes.org.uk</p> <p>Report received from Ray Hobbs</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>No report</p>	<p>JA</p> <p>PP</p>



	<p>ISO / API: www.api.org Report received from Ray Hobbs Report received from Thierry des Vallieres</p> <p>ISSMGE: www.issmge.org No report</p> <p>Hydrographic Society: www.ths.org.uk No report</p> <p>Offshore Site Investigation Forum - OSIF No report</p> <p>JNCC / PESGB: www.jncc.gov.uk / www.pesgb.org.uk No report</p> <p>UKOOA: www.ukooa.co.uk / www.oilandgasuk.co.uk No report</p> <p>Drilling Organisations No report</p>	
<p>6</p>	<p>Summary of Objectives for 2010 (Ongoing)</p> <ul style="list-style-type: none"> ▪ Produce first draft of Top Hole Well Engineering Guidelines ▪ Review and upgrade all other OSIG Guidelines ▪ Hold 2 day short course ▪ Hold GeoForum ▪ Develop closer links with Houston OSIG and establish presence in Perth 	
<p>7</p>	<p>Future Events</p> <p>ISFOG : 8-10th November 2010, Perth, Australia</p> <p>OSIG 2012 Conference (OC)</p> <p>PP stated that it was time to start considering the organisation and preparation for the 2012 OSIG Conference.</p> <p>Appointment of organising members :</p> <p>Peter Allan volunteers to be Chairman of the organising committee. Other names associated with the OC include : Richard Jardine, Thierry Des Vallieres, Richard Salisbury & Peter Taylor</p> <p>Confirm core committee & roles</p>	<p>AII/PA</p>

	<p>Initial Planning / organisation :</p> <p>RJ has suggested the RGS as a venue. RJ to confirm availability for September 2012.</p> <p>First call for draft papers October 2010</p> <p>Committee to provide a suitable 'Conference' picture</p>	RJ
8	<p>Summary of OSIG Events for 2010</p> <p>OSIG Meetings</p> <ul style="list-style-type: none"> ▪ Wednesday 29th September (Aberdeen) ▪ Wednesday 15th December (London) <p>GeoForum</p> <ul style="list-style-type: none"> ▪ Wednesday 30th June (Aberdeen) – Subsea7 / Acergy / Technip organised <p>Short Courses</p> <ul style="list-style-type: none"> ▪ September 2010 – Two day short course for industry in Aberdeen around OSIG meeting 	
9	<p>Any Other Business</p> <p>Next meeting: 29th Sept. 2010 in Aberdeen.</p> <p>PP to send AM & JA, The Introductory three slides for the short course.</p> <p>At the next meeting we will need to have names of those prepared to be the next Chairman and Secretary. All to consider this.</p> <p>No further business – meeting closes at 1740Hrs.</p>	PP All
10	Minutes prepared by Peter Larkin, 04 th July 2010	