

Offshore Industry Advisory Committee		OIAC/MIN/2/2011	
Meeting date:	12 th October 2011	Open Gov. Status:	Fully open
Type of paper:	Minutes	Paper File ref:	2011/524679
Exemptions:	None		

Minutes of the meeting of the Offshore Industry Advisory Committee held on 12th October 2011 at Lord Cullen House, Aberdeen

Present:-

Chairman Steve Walker HSE, Secretariat Mike Readitt HSE, Jim Neilson HSE, Peter Mills HSE, Fraser Easton HSE, Ian Russell COTA, Adrian Lester BROA, Phil Ley OCA, Jake Molloy RMT, Jane Bugler (IMCA), Dave Nicholls Step Change, John Taylor Unite – TGWU, Roddy Smith (rep IADC), Pete Thomson MCA and Ian MacKay (rep Lloyds Register).

Presenters:- Rog Thomson and Howard Harte HSE

1. Introductions

- 1.1 A warm welcome was extended to everyone, particularly Ian Russell the new Chairman of COTA, Pete Thomson from the Maritime & Coastguard Agency, Roddy Smith representing IADC and Ian MacKay representing Lloyds Register.
- 1.2 The Chairman on behalf of all members recorded OIAC's appreciation and thanks to Susan Elston (outgoing Chair of COTA) for the work she has done in support of OIAC initiatives.

Apologies

- 1.3 These were received from Allan Graveson, Nautilus UK, Neaz Hyder MCA, Paul Wilkins MCA, Ian Tasker STUC, Robert Paterson (Oil & Gas UK), Glenn White (IADC), Mark Cusworth (Lloyds Register), Mark Robinson (Unite) and Brian Negus (GMB).

Actions from previous meetings

- 1.4 The following Actions were agreed as cleared / still outstanding:-

Actions 1 Nov. & 2 Nov. 2010, cleared, these were addressed at agenda item 5.
Action 7 Nov. 2010, cleared, the Permit to Work update paper was circulated to members in advance of the meeting.

Action 1 March 2011, cleared, it was agreed this directly links to the proposals for additional Safety Representative training (Action 2 Nov. 2010).

Action 6 March 2011, cleared.

Actions 2 to 5 and Action 7 March 2011 all remain ongoing.

Minutes from the 17th March 2011 meeting

- 1.5 These were cleared by correspondence and placed on the OIAC web site early May 2011.

2. Policy Update

2.1 Steve Walker and Jim Neilson attended the EU NSOAF workshop in Brussels on 11th Oct. 2011, where the European Commission's proposals for strengthening oil and gas regimes (following the Deepwater Horizon incident 2010) were presented to member states, The key messages were:-

- The European Commission indicated they are likely to impose a new European regulation that will impact on all member states. The draft regulation is expected to be published by the end of Oct. 2011, with a possible date for introduction of June 2012.

Action 1 Oct. 2011:- HSE to circulate to members the EC's draft regulation once produced.

- Jim Neilson then highlighted a range of requirements that may be included in the new regulation. These included establishing a 'Competent Authority'; operators to send installation designs and well notifications to the Competent Authority; operators to prepare a Major Hazard report (covering both safety and environmental issues) and send to the Competent Authority for acceptance; and the setting up of independent Verification Schemes.

Application Outside Great Britain Order (AOGBO)

- HSE is working towards the introduction of a new order in April 2013, when the existing 2011 Variation Order expires. The main drivers for this are the need to ensure all aspects of offshore hydrocarbon gas storage, carbon dioxide storage and underground coal gasification are covered by the order. Also to ensure HSE retains jurisdiction for energy structure (wind farms) beyond the territorial sea.
- Consultation on the order is expected to commence in April 2012.

Offshore Regulations

- HSE will await the EC legislative proposals to be confirmed before finalising its thinking on what amendments may be needed to existing offshore health and safety legislation.

Diving at Work Regulations

- HSE no longer intends to amend these regulations, but to use Exemption Certificates where appropriate to exclude activities (e.g. aircraft pressure testing), that were never intended to be covered by this legislation. HSE's reasons for doing this are that any new regulations must exclude micro-businesses. As approximately 90% of diving companies are classed as micro-businesses HSE would lose regulatory jurisdiction over them. In addition, these workers would lose the protection the regulations provide.

3. HSE / DECC / MCA Regulatory Review

- 3.1 Rog Thomson, HSE's representative on the Joint Review Team, delivered an informative overview that covered why the review was initiated, who is involved, the review process and an insight into the topic areas where possible recommendations will be made.
- 3.2 The review has considered numerous processes e.g. licensing, approvals, consents and preventative and preparedness regimes etc. in determining the recommendations it will make. Currently the final report is being drafted which will be delivered to the DECC Minister at the end of November 2011 who will decide the next steps.

4. Feedback on taking forward the Select Committee Deepwater Horizon review findings

Major Accident / Safety Critical Element Awareness training for Safety Representatives

- 4.1 Dave Nicholls had engaged with Oil & Gas UK forum members (Operators and Contractors) to gather information on the training they provided to Safety Representatives and the general workforce in relation to major accident hazard and safety critical element awareness.
- 4.2 The results of this exercise had identified gaps in this type of training, but also good practices. It was recommended that training to cover major accident hazard and safety critical element awareness for Safety Representatives be built into the additional training proposals for Safety Representatives, currently being proposed by the Workforce Involvement Group (WIG) – See Agenda Item 5.
- 4.3 It was also proposed that training in these two areas for the general workforce be considered by OPITO for inclusion into the Minimum Industry Safety Training (MIST) package when it is next reviewed, this is expected early in 2012.
- 4.4 Members accepted these proposals and the Chairman confirmed he would raise the matter with OPITO.

Action 2 Oct. 2011:- Steve Walker to write to OPITO to formally request they consider including major accident hazard and safety critical element awareness training into the MIST package when the course is next reviewed.

Options for strengthening the Verification Process

- 4.5 It was reported by Dave Nicholls that the Step Change Verification sub group is currently developing a user friendly and targeted guidance package aimed at senior leaders, technical specialists and the workforce in general. The guidance package would also include a presentation pack that would enable companies to consistently introduce the new guidance. Whilst the format is still being established, drafting of the text is well advanced and being reviewed by the Verification sub group. Introduction of the new guidance material is expected in March / April 2012.

Developing best practice guidance to address intimidation and bullying

- 4.6 Fraser Easton reported good progress was being made in collecting and reviewing existing guidance, which will be presented to a cross section of workforce and industry representatives. Feedback will be collated and distilled into a draft generic guidance document. It was confirmed the guide will not only address intimidation and bullying, but also the establishment of a common framework for dealing with disciplinary proceedings involving alleged breaches of safety procedures - a 'Just Culture' as it is sometimes referred to. A further progress report will be presented at the March 2012 meeting.

5. Workforce Involvement Group Update

Proposals for additional training for Safety Representatives

- 5.1 Arising from the November 2010 meeting, the WIG had been developing proposals for the provision of additional training for Safety Representatives. Fraser Easton introduced a paper that outlined the background and recommendations for OIAC to consider.
- 5.2 In summary, evidence gathered from WIG events and case studies, the SI971 programme, review of standards project, and Step Change network meetings, all indicated visible benefits can be had from up-skilling Safety Representatives, increasing awareness of major accident hazards and raising competence to an OPITO recognised standard.
- 5.3 OIAC members supported the proposals for the development of additional training that included major accident hazard and safety critical element awareness. The next step is to present the proposals to the Step Change Leadership Team (SCLT) for approval. If endorsed the training needs will be presented to OPITO to develop the best approach for integrating them into a comprehensive training package.

Action 3 Oct. 2011:- Dave Nicholls to ensure the WIG paper outlining the Safety Representative training is on the SCLT meeting agenda for 24th Nov. 2011.

Action 4 Oct. 2011:- Steve Walker to present the Safety Representative training paper at the Nov. SCLT meeting.

Action 5 Oct. 2011:- (If the Safety Representative training is adopted by SCLT), Fraser Easton to feedback at the March 2012 OIAC meeting, progress on the development of the training package.

SI971 Project findings and recommendations

- 5.4 Following the publication of the project's final report in September 2011, a brief overview of the results, key issues and conclusions was presented. The members endorsed the findings and requested they were actively promoted within industry via the Workforce Involvement Group and the Step Change Workforce Engagement Group.

WIG Update

5.5 The Chairman of WIG, Fraser Easton, introduced the update paper that covered WIG activities over the last 6 months, the highlights were:-

- The work plan for 2011 / 12 is being delivered.
- The June engagement event was attended by over 60 workforce and employer representatives at the Thainstone Hotel and proved another big success.
- Several offshore and onshore visits promoting workforce involvement were conducted.
- Continued collaborative working with Step Change Workforce Engagement Group.

5.6 It was reported Alistair McGilvray had stepped down from WIG following many years of active support. Both WIG and OIAC members acknowledged the efforts and commitment given by Alistair particularly in relation to Safety Representative further training.

Action 6 Oct. 2011:- Fraser Easton to prepare and issue a letter of thanks to Alistair McGilvrey

5.7 Two new nominations onto WIG (Austin Grant, OIM Tiffany platform and Frank Cairney OIM Kittiwake platform) were supported by OIAC members.

6. Permit to Work Update report

6.1 An update paper had been circulated to members in advance of the meeting. Unfortunately, the author had been unable to attend the meeting to provide an overview and respond to questions. It was agreed the approach being taken by commissioning the Health & Safety Laboratories (HSL) to review the control of PTW processes and Step Change Human Factors working group to review PTW control, will deliver important evidence in establishing new proposals.

Action 7 Oct. 2011:- Rob Miles to provide a progress report on PTW at the March 2012 meeting

7. Operational Update & Health and Safety Statistics Bulletin

7.1 Peter Mills provided members with an overview of Offshore Division's enforcement activities:-

- 41 Improvement and 3 Prohibition Notices had been issued between 1st April 2010 and 31st March 2011, whilst 18 Improvement and 2 Prohibition Notices had been issued up to 8th September 2011.
- 2 prosecutions resulted in fines of £300k and £225k respectively for breaches of HSWA 3(1).

7.2 Two short informative presentations were also shown to members. One highlighting the dangers associated with hand pulled trolleys and the lessons that

can be learned. The other, an overview of the HSE investigation into the Gryphon loss of heading incident and the resulting responses and action to mitigate a similar incident.

7.3 The Health and Safety statistics report provided members with a summary of 'fatal', 'major' and 'over 3 day' incidents, 'dangerous occurrences', ill health and 'hydrocarbon release' figures over the last 5 years. The main findings / trends were:-

- No reportable fatalities in 2010/11.
- Over 3 day injuries had continued to decline.
- The total number of all reportable injuries fell to a new low of 148.
- Maintenance and construction remained the main source of injuries. However, they remained almost level in 2010/11 compared to 2009/10 which was the lowest over the 5yr period.
- Deck injuries fell by 20% in 2010/11, whilst production injuries rose by 30% (the highest level in the 5yr period).
- The total number of 'major' and 'significant' HCR releases had fallen, the number of 'major' releases had risen from 2 to 6 in 2010/11.

8. KP 4 Aging & Life Extension Inspection Programme.

8.1 The KP 4 programme manager Howard Harte provided a succinct and comprehensive overview of the progress of this important work stream. The key aim being to ensure the risks to asset integrity associated with ageing and life extension are controlled effectively. The presentation provided members with an insight into the progress, research, inspection approaches, findings and emerging conclusions to date.

9. The work and role of the International Marine Contractors Association (IMCA)

9.1 As part of an initiative for OIAC members to learn more about their colleague's organisations and the role they play in the UK's Offshore Industry, Jane Bugler had kindly agreed to undertake the first of these presentations. The highlights from the presentation were:-

- The IMCA was formed in 1995 with approx. 100 members, it now has over 800 members spread across 60 countries.
- They interface with oil and gas operators, Governments and regulatory bodies covering health, safety and environmental issues, legislation, contracting and training, competence and recruitment.
- They promote good practice by developing and promoting guidance based on its member's experiences.
- IMCA share safety related information and monitors both national and international legislation to advise members and lobby regulators.

10. Any other relevant business

- 10.1 The Chairman informed members there may be the need to organise an extraordinary OIAC meeting should there be a need to communicate or discuss the European Commission's regulatory legislation.
- 10.2 3rd Party Verification issues is being considered as a topic for debate at the March 2012 meeting.

Date of the next OIAC Meeting

Members agreed the date for the next meeting will be 13th March 2012, to be held at Lord Cullen House, Aberdeen.