



NDR Advisory Committee No.2

OGA Offices Aberdeen / London (VMR 4)

5th December 2018
(10:00 to 11:45)

Attendees

- Simon James OGA (SJ) - Chair
- Andy Thompson OGA (AT)
- David Lecore OGA (DL)
- Carlo Procaccini OGA (CP)
- Nick Richardson OGA (NR)
- Richard Clark OGA (Secretariat)
- Jane Birkett-Hodson Premier Oil (JH)
- Niall Webster BP (NW)
- Joyce Adie Nexen (JA)
- Malcolm Fleming CDA (MF)
- Prof John R Underhill (JU)
- Rod Crawford Zennor (RC) via dial in
- Steve Ashley OGTC (SA)
- Garry Baker BGS (GB)
- Dan Brown CDA (DB)

Apologies

- Nic Granger OGA
- Katy Heidenreich Oil and Gas UK (KH)
- Matt Harrison BGS (*Garry Baker Deputising)

Meeting Papers

Document 1. Agenda
Document 2. CDA Presentation Slides
Document 3. OGA Presentation Slides

Meeting Notes from Agenda

1. Introduction

Members of the Advisory Committee (AC) introduced themselves.

2.0 Actions from Last Meeting

AT gave an overview of the actions from last meeting, see update on actions status list below.

DL gave a brief description of the ToR for the proposed annual NDR event, which is being finalised for review – some points still need to be addressed. The draft will be circulated for review and feedback for comment before the next committee meeting. SJ reminded



attendees that this event will need to avoid the same date as the NDR 2019 event in Utrecht in October.

3.0 Progress on the NDR Programme (CDA)

Document 2 – CDA Presentation Slides

Preparations for launch are on track. DB gave a presentation on the NDR delivery programme.

DB talked the meeting through the timeline for NDR delivery from October 2018 to April 2019 and explained key elements and issues / challenges along the way.

DB placed emphasis on the quality of data and critical elements leading up to launch in February 2019 and ultimately shut down of UKOGD thereafter. DB explained the processes in place to ensure smooth transfer of the heritage data collection and advised the committee of issues around data held in UKOGD that is owned by former members. CDA and OGA will work together to ensure that this data isn't lost to industry. This was roughly estimated to be around 1% of what is held in UKOGD today.

DB advised that alignment of CDA's register of companies and the OGA's register of companies is key to NDR start-up and explained that both parties will work together to ensure correct alignment of data and entitlements to each participating organisation.

The committee asked how data belonging to companies that are not CDA Members will be transferred into the NDR. AT explained how this will be addressed both in short and long term with current priority placed on launch in February 2019. The OGA's Data Release Agents (DRA) have been the long-standing publication channel of reported information on behalf of the regulator. The OGA's Phil Harrison will work with the DRA's to identify what they hold that is not reported to UKOGD / NDR and plan for that data to be transferred to the NDR.

Action 02/01 – (Secretariat) SJ requested Phil Harrison be involved in next meeting to address the inclusion of data reported to the DRAs.

MF advised that data reported to the DRAs is a long-standing problem which will take time to fix, this was reinforced by comments from DL. MF acknowledged that the expectations of users of the NDR on data completeness / quality may not be met following launch and that the OGA communications plan should address issues should they arise. MF suggested the committee consider the creation of a working group to look at data completeness and quality at a point in the future. SA suggested that the NDR include functionality which allows users to comment on the quality of data they obtain from the NDR.

JU raised the need for a communications plan in preparation for launch and suggested using the PROSPEX Conference on December 12th and Oil & Gas UK's "Exploration Conference



2019” in January 2019 as good platforms for raising NDR awareness. Details were shared with SJ.

JU questioned how the academic community would gain access to the NDR, including those who weren't Associate Members of CDA. It was explained that academic institutions would be public users of the NDR.

SJ requested an OGA Communications Plan be circulated – **Action 02/02** (AT) – by 14/12/18

DB discussed the risks facing NDR delivery programme, highlighting 'Conditions of Use' for data as the top risk. SJ stated that the OGA has always intended that information would be disclosed under the widest possible terms and the OGA Legal are currently addressing this as a priority matter. This is expected to be resolved in the coming weeks and in good time for the launch of the NDR.

The anticipated demand on the systems at NDR launch was discussed and DB stated that plans in place for staged introduction to various user groups, with priority on “relevant persons” on launch. The work to improve WONS / well header data as part of the Well Header Improvement project was discussed.

JU discussed how academic community used the data for commercial purposes and queried how this would play out moving forward, proposing that conditions of use could be acknowledged as and when information is downloaded. DB advised how academic community would be able to track use of data via a digital object identifier (DOI) for acknowledgement and citations.

4.0 OGA Activities for NDR Launch

Document 3 – OGA Presentation Slides

AT presented an overview of the timeline from NDR Levy consultation in Q4 2017 through to 2021.

AT updated the committee on governance and communications for launch. AT informed the committee that 96 'relevant persons' including former licensees, from a potential 120, have provided the required details to be registered on the NDR prior to launch – an excellent response in a short time.

Actions are in progress in relation to the information programme and launch events.

AT advised that branding (look and feel) is being developed to demonstrate consistency with that of the OGA whilst being identifiable also as the NDR. The look and feel, workflows etc. of the system will closely align to that of UKOGD to maintain the familiar look and feel of the system for existing UKOGD users.



AT advised that new NDR users who are not familiar with the current system will need help and support when onboarding (to be included in communications plan).

The committee was advised that the OGA Head of Procurement, David Wilson is working on the procurement strategy for the OGA tendered NDR (NDR 2.0) and would anticipate discussing this plan in more detail at the next Advisory Committee meeting in Q1 2019.

AT updated the committee with progress on legal matters around terms of use, policies, and privacy.

AT advised that operational procedures for managing the introduction of new services are being developed.

The OGA advised that the Government Internal Audit Agency (GIAA) are conducting an information security and privacy review of the NDR solution.

AT gave an update on the Well Header Improvement project. Richard Salway (CDA) is assisting with recommendations for data quality improvement. The project is on track and is expected to be completed ahead of the launch of the NDR, when the NDR well header record will be sourced directly from the OGA WONS system.

JU queried the intentions for inclusion onshore data in the NDR. SJ explained OGA is looking at this internally and will revert, it may be a matter for consideration by the NDR 2.0 working group at a later date.

5.0 Feedback on the ToR for the Working Group and Nominations

SJ referred to the ToR which was circulated ahead of the meeting and asked for volunteers to be involved in a 'Technical Working Group' to move this forward. Attendees requested a further opportunity to review the document and comment.

The OGA will be organising a workshop in January 2019 to start work on NDR 2.0 and requested all interested parties confirm attendance. (RC, JA, JU, SA volunteered – OGA attendance will be as per the ToR).

SJ thanked the meeting for feedback on the ToR, but requested that all members revert with comments to him in writing (**Action 02/03**). **Action 02/04:** (Secretariat) include David Wilson in the initial meeting to provide a procurement perspective.

JU expressed critical issues around disposal of core samples and ensuring samples / data from production wells are secured. The OGA confirm that the reporting requirements for E&A wells and Development wells are the same, however the BGS criteria for disposal may differ. **Action 02/05:** (DL to look into this).



RC expressed concern that geochemical and biostratigraphic analyses (performed by third parties on samples obtained from the BGS were not routinely being disclosed and in some cases could not be repeated by others because of samples depletion.

6.0 North Sea Data Management Forum (NSDMF)

MF and SJ gave a short update on the NSDMF:

The issue of confidentiality periods was raised by Norway and discussed, Norway stated that this presented legal issues, strategic issues and technical challenges.

A number of work groups are under consideration / in progress by the NSDMF including:

- Common metadata – map of North Sea wells
- Cross border mapping / data sharing
- Open Data – the EU Public Sector Information Directive (PSI)
- Standardisation of data reporting across legislative regimes
- Standardisation of data QC prior to loading - standards
- Business cases for NDR's and associated vendor risk models

7.0 AOB

CP queried other working groups. DL will provide feedback (**Action 02/06**)

AT proposed that the committee meet during the first week of the last month of each calendar quarter (**Action 02/08**).

Next regular meeting in March 2019, MF queried additional meeting ahead of this event? JU also requested extraordinary meeting – 'check in session' in February 2019 before launch of the NDR, allowing all to be aligned from a communications perspective. (TBC) **Action 02/07** (AT) – by 14/12/18

Meeting closed 11.45



Action	Assigned	Description	Owner	Target date
01/01	13.09.18	Circulate a term of reference for the annual event working group before the next meeting.	DL	Open
01/02	13.09.18	Secretariat to create a tenure log and to ensure that it is kept up to date. To advise the AC when AC members are close to their end of their tenure	UP/AT	Closed
01/03	13.09.18	Secretariat to aim for another quarterly meeting in December 2018 or January 2019 before the go-live date.	UP/AT	Closed
01/04	13.09.18	Circulate a term of reference for the NDR 3.0 (services) working group before the next meeting.	SJ	Closed – circulated with Agenda for meeting #2
01/05	13.09.18	Secretariat to provide a reminder to the group as to what the security classifications mean the next time this is required.	UP/AT	Closed
02/01	05.12.18	Secretariat to request Phil Harrison be involved in next meeting to address the inclusion of data reported to the DRAs.	RC	Closed – invited
02/02	05.12.18	OGA Communications Plan to be circulated to AC.	AT	Closed NDR now live
02/03	05.12.18	Simon James requested all AC members who wish to provide feedback on the ToR do so in writing to him personally.	AC	Closed
02/04	05.12.18	Secretariat to include David Wilson in the initial NDR 2.0 meeting to provide a procurement perspective.	RC	Open
02/05	05.12.18	DL will consult with the BGS regarding this matter and also consider alternative options other than 'disposal' should BGS deem that the sample in question is not required by BGS	DL	Open
02/06	05.12.18	Information requested on other working groups.	DL	Open
02/07	05.12.18	Arrange 'check in session' for AC prior to NDR launch to ensure alignment from a communications perspective??	AT	Closed NDR now live
02/08	05.12.18	Arrange for the third meeting of the committee to take place during the first week of March 2019	AT	Closed – date set