



## NDR Advisory Committee No.4

OGA Offices Aberdeen / London (VMR 5)

10<sup>th</sup> June 2019  
(14:30 to 16:00)

### Attendees

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- Nic Granger, OGA (NG) - Chair
- Andy Thompson, OGA (AT)
- Jo Bagguley, OGA (JB)
- David Lecore, OGA (DL)
- Carlo Procaccini, OGA (CP)
- Katy Heidenreich, OGUK (KH)
- Rod Crawford, Zennor (RC)
- John Underhill, Heriot-Watt (JU) VMR
- Garry Baker, BGS (GB)
- Dan Brown, CDA (DB)
- Jane Hodson, Premier Oil (JH)
- Niall Webster, BP (NW)
- Phil Harrison, OGA (PH)
- Joyce Adie, CNOOC (JA) VMR
- Nick Richardson, OGA (NR) VMR
- Tanya Knowles, OGA (TK) Secretariat

### Apologies

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- Simon James, OGA (SJ)
- Steve Ashley, OGTC (SA)

### Meeting Papers

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- Document 1. NDR Advisory Committee Meeting No.4 Agenda 2019 06 10  
Document 2. NDR Advisory Committee Meeting No.4 - 2019 06 10 (Presentation Slides)

### Meeting Notes from Agenda

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#### 1. Introduction

Dan Brown introduced as Executive Director of CDA – first attendance as NDR AC member as O&GUK nominated representative.

Jo Bagguley introduced as OGA's Principal Regional Geologist – deputy for NR

Phil Harrison introduced as OGA's Head of IM – deputy for SJ

#### 2. Actions from the last AC Meeting

- 01/01** Circulate a terms of reference document for the annual event working group before the next meeting.

Advanced draft shared with AT and will be passed to SJ and NG to review. **Ongoing**

- 02/04** Secretariat to include David Wilson (OGA Head of Procurement & IT) in the initial NDR 2.0 working group meeting to provide a procurement perspective.

**Ongoing**



**02/05** BGS have confirmed that core samples for all classes of wellbore are considered for curation, including Development wellbores. OGA have considered potential for publishing the availability of cores and samples on the OGA Data Centre. **Closed**

**03/01** All participants to consider volunteering for, or proposing other candidates for, NDR 2.0 Working Group.

JB and JU to join. **Closed**

**Action 04/01:** AT to circulate a list of NDR 2.0 working group participants to committee members.

**03/02** AT to schedule a first meeting of the NDR 2.0 working group - post Easter break. Not held yet, but AT to revisit efforts to schedule. **Ongoing**

**03/03** The project approach and structure is discussed later in this meeting **Closed**

**03/04** Revisit scheduling of Advisory Committee meetings for the next 12 months and advise participants (Secretariat) **Ongoing**

### 3. Update on activity following Public Launch of the NDR

AT presented metrics indicating early trends showing increasing NDR usership and activity.

JH queried whether there was any insight into what people are looking at. AT confirmed this would be considered for NDR 2.0.

**Action 04/02:** Circulate slides containing usage graphs to Committee members

### 4. ISC Special Interest Group – NDR operations – ISC Representatives

JH shared the results of the recent ISC meeting. A lot of aspects of the NDR were discussed including how people are using it and what feedback they have. The group raised four priority enhancements to consider for the NDR:

- a. **30 min timeout.** Can warning and consistency (timeout doesn't apply to map) be improved?

AT explained the 30-minute timeout was a requirement of an audit conducted by the Government Internal Audit Agency hence it will not be possible to change the 30-min logout, but it may be possible to improve the time out warning.

**Action 04/03:** Investigate and report on what actions are possible in relation to the timeout warning and application to the map service.



- b. **Grace period for deletion of files.** Users are not able to delete files that have been loaded to an entity where the date for reporting of data has passed. Consequently, where an error has been made users need to raise a request with the OGA.

ISC representatives proposed that a grace period is introduced that will enable users to edit recently loaded data in order to correct errors.

AT explained that the system considers that anything of Petroleum Act 1998 vintage ought to have been reported by now. This ensures that any items that are reported through the NDR are treated in accordance with the Petroleum Act (PON 9). Similarly, this will apply to any entity in the NDR that should by now have been reported against under the Energy Act 2016. Users still have control over uploaded “reported” information until the “reporting date”. This control has been put in place to prevent users from inadvertently deleting reported information to the detriment of the collection.

**Action 04/04:** Consider how a grace period for recently reported information might be implemented to enable errors to be corrected.

- c. **Review approach for reporting information that relates to hydrocarbon fields.** As things stand “Field” reports may only be uploaded to Licence entities, when often more than one licence relates to a field. Labelling licences with licence admin instead of operator is sometimes misleading.

AT confirmed the OGA will investigate options to resolve this with contractor.

- d. **Reporting of Seismic Field data:** Request the OGA end its moratorium on reporting of seismic field data to the NDR under the terms of the Petroleum Act 1998 so that licensees can use the NDR to discharge their retention obligations, and seismic data may be exchanged with JV partners and new entrants.

The benefits of allowing this data to be submitted were discussed versus the potential cost impact (within the framework of Managing Public Money) and risk relating to sustainability.

**Action 04/05:** Investigation of options for reporting and ongoing maintenance, management and access to seismic field data including in NDR 2.0.

## 5. Completeness – sourcing information reported by non-CDA members

DL spoke about data gaps in the NDR and the OGA approach to define data types that have a high MER UK value. He noted that former CDA Members (who were not members at the time of transfer to the NDR) whose data may reside in the remnant of UKOilandGasData will be asked to request that data from CDA is loaded to NDR. Companies that were never CDA



members are being asked to report data to the NDR – this can include recovering information that was reported via the OGA's Data Release Agents.

The Advisory Committee discussed the importance of data completeness. The OGA confirmed that companies will be informed of missing information and will be given reasonable deadlines for reporting.

The Advisory Committee suggested publishing improvements in data completeness.

**Action 04/06:** Compliance team to track the improvements in data reporting completeness and distribute

## **6. NDR 2.0 Working Group ToR and outline approach to NDR 2.0**

AT updated the Advisory Committee on the OGA NDR 2.0 procurement strategy, noting the routes that will not be used: Negotiated procedure, Restricted procedure, Competitive dialogue and it was noted that the Open Procedure will be used, taking a modular approach.

AT explained that the existing business processes will be mapped with key stakeholder groups to assist in establishing the functional specification for each component to develop the minimum viable product and identify enhanced functional requirements.

It was noted that the initial project scope is to cover offshore only.

## **7. AOB/ Meeting look ahead**

It was noted that PH will be leading in the day to day operational aspects of the NDR service.



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	
02/04	05.12.18	Secretariat to include David Wilson (OGA Head of Procurement & IT) in the initial NDR 2.0 working group meeting to provide a procurement perspective	Sec.	
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	Closed
03/01	18.3.19	Members to consider volunteering for, or proposing other candidates for, NDR 2.0 Working Group	ALL	Closed
03/02	18.3.19	Schedule a first meeting of the NDR 2.0 working group - post Easter break.	AT	4.4.19
03/03	18.3.19	SJ to look at developing a roadmap for the NDR.	SJ	Closed
03/04	18.3.19	Revisit scheduling of Advisory Committee meetings for the next 12 months - advise participants	Sec.	Ongoing
04/01	10.06.19	Circulate a list of NDR 2.0 working group participants to committee members	AT	1.7.19
04/02	10.06.19	Circulate slides containing usage graphs to Committee members	AT	1.7.19
04/03	10.06.19	Investigate and report on what actions are possible in relation to the timeout warning and application to the map service	PH	15.7.19
04/04	10.06.19	Consider how a grace period for recently reported information might be implemented to enable errors to be corrected	PH	15.7.19
04/05	10.06.19	Investigation of options for reporting and ongoing maintenance, management and access to seismic field data including in NDR 2.0	DL	30.8.19
04/06	10.06.19	Compliance team to track the improvements in data reporting completeness and distribute	DL	Ongoing