

PROCESS SAFETY FORUM

Minutes

28 September 2014 – CIA, London

Role / Trade Association	Present	Apologies
Chair	Paul Thomas	-
British Aerosol Manufacturers Association	Paul Jackson	
Chemical Business Association	Doug Leech	Peter Newport
Chemical Industries Association	Phil Scott, Steve Elliott	-
CBI Explosives Industry Group	Tom Smith	-
Engineering Construction Industry Association	-	Richard Ash
Energy Networks Association	-	-
Institution of Occupational Safety and Health	-	Luise Vassie
Nuclear Industries Association Safety Director's Forum	-	Anthony Webb
Oil & Gas UK	Robert Paterson, Tom Milne	-
RSSB	Marcus Dacre	George Bearfield, Kevin Thompson
Tank Storage Association	Hugh Bray, Barrie Salmon	Kevin Shepherd
UK Onshore Pipeline Operators' Association	Tony Stonehewer	-
UK Petroleum Industries Association	Peter Davidson	-
UK Liquid Petroleum Gas	Richard Hakeem	Ian McCluskey
Scotch Whisky Association	Alison Galbraith	-
Mineral Products Association	Ian Gibson	-
Secretary	Peter Davidson	-

The Key Notes and Actions of this meeting of the Process Safety Forum were prepared by Mr. Peter Davidson (Secretary).

Key Notes and Actions approved by:

Paul Thomas
Chairman of the Process Safety Forum

Date approved:

Draft

Ser	Item	Action
1	Introductions Minutes and Actions	
1.1	<p>Introductions</p> <p>PSF welcomed Marcus Dacre (RSSB) to the meeting.</p>	
1.2	<p>Minutes and actions from 5th June</p> <p>The minutes from the 5th June 2014 were accepted without comment.</p> <p>Action Feb/14/006, Outstanding – to be completed before next meeting.</p> <p>Action Feb/14/007, Peter Davidson will arrange a meeting between Paul Thomas and Ken Rivers (Chair of the COMAH Strategic Forum).</p> <p>Action Jun/14/001, Outstanding</p> <p>Action Jun/14/002, Will be included as part of the Learning Brief on Process Safety (action Feb/14/006)</p> <p>Action Jun/14/003, Closed – HSE will be producing a 10 year anniversary update</p> <p>Action Jun/14/004, Closed, HMS Glasgow Learning Brief completed</p> <p>Action Jun/14/005, Closed, first newsletter has been issued.</p> <p>Action Jun/14/006, Closed, see agenda item 8.1</p> <p>Action Jun/14/007, Closed, unanimous support for Paul to remain as chair.</p>	
2	Safety Messages	
2.1	<p>Flixborough and Bhopal Anniversaries</p> <p>PSF were reminded that it was the 40th Anniversary of Flixborough and 30th Anniversary of Bhopal, both of which demonstrated failures in the management of Major Hazards. Flixborough was the foundation for much of the work done on process safety.</p> <p>PSF were reminded that sharing of experiences – both good practice and learnings from incidents and near misses was a priority for the forum. When providing text to the secretary, PSF were asked that keywords be included based on those already available on the website if possible.</p>	
2.2	<p>CCPS Publication 20/20 Vision</p> <p>A copy of the CCPS publication 20/20 vision has been circulated to PSF. A review</p>	

2.3	<p>of the publication will take place at the next meeting to identify any potential learnings or benefits.</p> <p>http://www.aiche.org/ccps/resources/vision-2020</p> <p>PSF were advised that there have been many publications recently (for example the OECD leadership paper) that should not be forgotten.</p> <p>Taiwan Pipeline Explosion</p> <p>Information is available here (content not substantiated):</p> <p>http://en.wikipedia.org/wiki/2014_Kaohsiung_gas_explosions</p> <p>The incident highlighted questions for those members with LPG pipelines:</p> <p style="padding-left: 40px;">What are the safety implication for buried LPG pipelines, particularly long distances?</p> <p style="padding-left: 40px;">Are you aware of other service networks (such as sewers) that may run alongside your LPG pipelines?</p> <p style="padding-left: 40px;">Pipeline safety regulations apply outside of the CoMAH site boundary.</p>	
3	Progress on Forward Plan	
3.1	<p>Progress on Strategic Priorities and Further Action</p> <p>Item 1: Investigate how to access and share information from major accidents that have occurred within the EU and have been reported to the Commission as required by the Seveso II Directive</p> <p style="padding-left: 40px;">Closed, a Learning Brief has been issued to PSF with reference to the eMARS database.</p> <p>Item 2: Promote process safety management to smaller companies</p> <p style="padding-left: 40px;">Refer to minute 1.2</p> <p style="padding-left: 40px;">It was noted that PSF members can present on its work at relevant industry/Trade Association events.</p> <p>Item 3: Build the relationship with the COMAH Strategic Forum</p> <p style="padding-left: 40px;">Ongoing, refer to action Feb/14/007</p> <p>Item 4: Publish a best practice guide on a process safety topic</p> <p style="padding-left: 40px;">PSF reminded to advise if they would like to participate in the planned</p>	

	<p>CDOIF project to develop further Human Factors Guidance</p> <p>Item 5: Produce learning briefs to coincide with anniversaries of major events</p> <p>Closed, refer to minute 1.2</p> <p>Item 6: Take on a more active role in reputation management at industry level</p> <p>Closed. This item was not felt to be within the terms of reference of the PSF, and will be removed.</p> <p>Item 7: Undertake an activity/project to further identify and overcome barriers to sharing and learning</p> <p>Closed, this is a continuous activity for the PSF</p> <p>Item 8: Host a Forum event in partnership with another group</p> <p>Closed, refer to minute 4.1</p> <p>Item 9: Publish a newsletter after each meeting</p> <p>Closed, refer to minute 1.2</p>	
4	Events	
4.1	<p>PSM Conference and PSF</p> <p>A PSM conference is under development by the National Skills Academy for Process Industries (NSAPI) on Process Safety Management.</p> <p>The event will be held on the 21st January in London. Agenda has not yet been finalised.</p> <p>Judith Hackitt will give the keynote speech.</p> <p>Richard H will advise NSAPI that PSF will be prepared to give a talk on the work of PSF, and will develop presentation material for the event. Paul or designate will give the presentation.</p>	
5	Sharing of Best Practice	
5.1	<p>Learning Briefs and Safety Alerts</p> <p>Refer to minute 1.2 for actions.</p> <p>Peter will create a Learning Brief on HMS Belfast based on the text provided by Barrie.</p> <p>Peter will create a Learning Brief based on UKPIA's work on auditing of MoC</p>	Sept/14/001

	<p>procedures.</p> <p>RSSB will consider if there are any relevant lessons and subsequent safety alert or learning brief from the Santiago de Compostela rail crash.</p>	Sept/14/002
6	Regulation	
6.1	<p>COMAH Better Regulation Review</p> <p>An overview of the key themes of the review was provided in the June 2014 PSF minutes.</p> <p>Each of the outputs of the review will change how CoMAH is applied in the future – the establishment of CoMAH Intervention Managers (CIM), Challenge Mechanism and Earned Recognition/Performance as an influencing factor for CoMAH Intervention Planning.</p> <p>Training of the new CIM's has now been completed, and stakeholder events will take place in October (Peter has circulated details via e-mail).</p> <p>The planning cycle for CoMAH Interventions starts in October, by which time the new structure will be in place. A work group has been established to monitor and evaluate performance of the new structure to measure its success over time.</p>	
7	Offshore Update	
7.1	<p>OGUK Update:</p> <p><u>EU Safety Directive</u></p> <p>Following the Macondo incident and EU Safety Directive has been drawn up to enable consistent regulation across member states. The UK regulatory model was seen as good practice and was used as the basis to the directive.</p> <p>The consultation period has now closed, and industry is awaiting feedback on key issues raised, including:</p> <p style="padding-left: 40px;">The establishment of a virtual Competent Authority (DECC and HSE)</p> <p style="padding-left: 40px;">Common reporting mechanism of Major Accidents to the EU</p> <p>Implementation of the directive is by July 2015</p> <p><u>Helicopter Crash – August 2013</u></p> <p>4 fatalities following helicopter crash in August 2013. Cause as yet unknown. AAIB investigation still underway.</p> <p>Emergency breathing systems now in place on all North Sea helicopter operations. OGUK is also carrying out a study of size and shape of the workforce to monitor</p>	

	<p>egress through helicopter windows in the event of a crash.</p> <p><u>Other fatalities</u></p> <p>There have been three fatalities since 2012 all from falls. HSE investigations are ongoing, but it highlights the long delay in getting learning quickly from incidents.</p>	
8	RSSB Horizon Scanning	
8.1	<p>RSSB Presentation on Horizon Scanning:</p> <p>Marcus gave a presentation on the RSSB process of horizon scanning – slides will be shared separately.</p>	
9	Closing statements	
9.1	<p>Any other business:</p> <p>Paul Jackson commented that there had been some instances where the HSE have arrived at site with trainees, but they have not been identified as such. Only when challenged did the HSE concede that trainees are not chargeable. This has been experienced by some other PSF members.</p> <p>A potential revision to ADR (Carriage of Dangerous Goods legislation in the UK) may require thermal coating to be added to all road tankers carrying flammable chemicals or gasses. Richard Hakeem will keep members up to date.</p> <p>Phil Scott advised that a recent CIA publication on security and the current UK threat level has been added to the PSF website.</p> <p>It was highlighted that EU member states are taking a greater interest in mergers and acquisitions and the threats they may have to marinating Process Safety.</p> <p>It was noted that the HSE had shown interest in flammable product storage and proximity to Radio Frequency masts.</p>	
9.2	<p>Date and venue for the next meeting:</p> <p>The Date of the next meeting will be agreed through a doodle poll.</p> <p>Richard Hakeem will host at UKLPG in Warwick</p>	

ACTION LIST			
No.	Description	Owner	Target
Apr/13/001	Send letter to Chair of HSE summarising the work of the committee.	Chair	Closed
Apr/13/002	Include a review of the terms of reference and a discussion on measuring the committee's performance as an item on the next agenda.	Secretary	Closed
Apr/13/003	Revised to: Each PSF member to provide the secretary with a brief description of how they share information received from the PSF with their members.	All	01 Nov 2013
Apr/13/004	Update Learning Brief #004 to include an 'attention grabber' up-front to identify the key learning themes.	G Bearfield	Closed
Aug/13/001	Send letter to Chair of HSE summarising the work of the committee in early September	Chair	Closed
Aug/13/002	Secretary to revise and distribute the Terms of Reference as described above	Secretary	Closed
Aug/13/003	Robert Paterson to develop Safety Alert(s) based on the key messages from Learning Brief 005	R Paterson	Closed
Aug/13/004	Tony Stonehewer to convert Learning Brief #005 into a Process Safety Alert	T Stonehewer	Closed
Nov/13/001	The Secretary was asked to re-send the request for each member association to provide a summary of how they share information with their member companies.	Secretary	Closed
Nov/13/002	Establish a mechanism for evaluating the effectiveness of learning briefs and safety alerts.	Secretary	Closed
Nov/13/003	Send out a questionnaire to a representative of each member association to rate in order of priority the proposed focus areas for 2014 and beyond.	Secretary	Closed
Feb/14/001	Publish CIA safety alert: "Managing extreme weather events at chemical businesses" on PSF website	Phil Scott	Closed
Feb/14/002	Publish learning briefs to announce the availability of recently published CDOIF guides	Peter Davidson	Closed
Feb/14/003	Amend and re-distribute a draft of the letter to HSE Chair based upon the feedback received	Phil Scott	Closed
Feb/14/004	Write a letter to the Chair of the SDF regarding representation at PSF	Chair	Closed
Feb/14/005	Publish a learning brief giving an overview of eMARS	P Davidson	Closed
Feb/14/006	Produce a learning brief that provides a simple definition and background as to 'what is Process Safety'.	P.Scott	1 Aug 2014
Feb/14/007	Arrange a meeting with the Chair of the COMAH Strategic Forum	P. Davidson	1 Aug 2014
Jun/14/001	Learning Brief – 2004: Ghislenghien Explosion	D. Willett	30 Jun 2014
Jun/14/002	Learning Brief – 1974: Flixborough	P. Scott	30 Jun 2014
Jun/14/003	Learning Brief – 2005: Buncefield	P. Davidson	30 Jun 2014
Jun/14/004	Learning Brief – 1976: HMS Glasgow	B. Salmon	30 Jun 2014
Jun/14/005	Develop a simple newsletter based on the minutes of meeting to test effectiveness with PSF members	P. Davidson	30 Jun 2014
Jun/14/006	RSSB will give a presentation to PSF on one of these elements to give an update on progress and what the outcomes look like	G. Bearfield	September 2014
Jun/14/007	CEO's to consider Paul Thomas' continues chairmanship of the PSF, and if they are happy for him to remain in this role	CEOs	September 2014
Sept/14/001	Peter will create a Learning Brief based on UKPIA's work on auditing of MoC procedures	P. Davidson	31 Dec 2014
Sept/14/002	RSSB will consider if there are any relevant lessons and subsequent safety alert or learning brief from the Santiago de Compostela rail crash	RSSB	31 Dec 2014