



**NERC Centre for Doctoral Training (CDT) in Oil & Gas**

**Industry Advisory Board Meeting**

**8<sup>th</sup> November 2016, 09:45 a.m. – 12:30 p.m.**

**Seminar Room, Enterprise Building, Heriot-Watt University**

**MINUTE OF THE MEETING**

**ATTENDEES:**

**Industry Advisory Board Members**

Keith Gerdes (Chair)	(KG)
John Underhill (HWU; CDT Lead)	(JRU)
John Bunney (BP)	(JB)
John Clayburn (Cairn Energy)	(JC)
Andy Henery (ConocoPhillips)	(AH)
Colin Oswald (Total)	(CO)
Martin Smith (OMV)	(MS)

**INVITEES:**

Lorna Morrow (HWU; CDT Manager) (LM)

**Welcome and apologies**

JRU welcomed everyone to the meeting, outlined the HSE provision and proceeded to thank companies for their support and attendance before handing the Chair to KG.

KG welcomed all representatives and apologies were noted from Alwyn Vear (Woodside Energy). Premier Oil, Statoil and Shell were not represented on this occasion.

**Review of actions from IAB meeting, 3<sup>rd</sup> November 2015**

<b>Action @November 2015</b>	<b>Agent – update @November 2016</b>
Circulate JU’s conference presentation to members as pdf	LM <b>Completed</b>
Provide copies of the YP Mentoring Scheme guidelines to members so that they can identify suitable staff members within their organisations as mentors	LM <b>Completed</b> E.On had provided <b>two new mentors for 2015 cohort</b>



Create an FTP site for student feedback documents and provide members with relevant access	AC Feedback documents are circulated by email twice per annum
Provide copy of Chair of Awards Committee's summary of the 2015 project process	LM Completed
Create FTP site for single A4 proposal documents for approved projects for recruitment in October 2016 and circulate to members so they can assess whether they can provide additional support e.g. data to make the project more attractive to potential applicants	LM Completed Details of 2017 project proposal call circulated in May to academic and industry partners
Petition companies in May 2016 for suggested research topics for October 2017 entry if CDT extension/renewal is agreed.	LM As action above
Provide a financial budget model for the Training Academy based on Shell's template for companies to assess its suitability with their finance sections	LM Training Academy budget model available on request. Updated with actual course cost, otherwise based on £15k estimate for 5 day course for 30 students
Emphasise to next Management Committee meeting the importance of CDT Committee Chairs providing a report on their Committee's activities in a timely manner to IAB meetings	JU Has proved difficult to implement. Will re-emphasise this with Committee Chairs
Review remit and responsibilities document for the Development Committee with Committee Chair, Rob Butler	JU / LM Development Committee Chair has not initiated any meeting and April 2016 Partners' Workshop agreed that development is the responsibility of the Management Committee. Development Committee proposal shelved
Contact David Roberts (NERC) to ensure delegates in attendance receive NERC's email request for evidence to support continued funding of the CDT model for TAG meeting in December	LM Completed
Ask NERC if evidence for TAG meeting received from students will be made available to CDT management and committees	LM NERC decided that feedback from industry partners was sufficient evidence and they therefore did not approach students
Provide Shell template for annual student sponsorship review to LM as possible basis for similar annual survey of CDT students	KG Action outstanding, but KG has now retired from Shell so this needs to be sourced by new representative
Provide bullet point document outlining the successes of the First Annual Conference	AC / LM / JU News item posted on CDT website



### **Update from Partners' Workshop on 20/21 April 2015**

Report from the meeting had been re-circulated prior to this meeting. JRU / KG confirmed that all academic and industry partners had agreed that Heriot-Watt should remain as lead institution rather than rotate leadership.

JRU reported that he had been invited by BEIS to attend at meeting to provide the department with an update on the CDT as well as information about NERC's DTP re-commissioning process and new CDT commissions for which NERC has re-interpreted the original definition of a CDT to preclude the re-commissioning of existing CDTs. He confirmed that the CDT had been allowed to submit an initial bid for consideration by the NERC Training Advisory Board at their December 2016 meeting.

### **Update of Committee Membership**

KG welcomed the new representatives from BP, ConocoPhillips and OMV. As KG has now retired from Shell, the company is in the process of nominating a new CDT representative. The role of IAB Chair will be reviewed with members at that time.

### **Review of 2<sup>nd</sup> year of operation**

The Chair's report circulated prior to the meeting gives an overview of Training Programme including elective field trips to Co. Clare, led by Shell and Statoil as well as academic staff from UCD as part of the reciprocal agreement with the Irish Centre for Research in Applied Geoscience (ICRAG), and to the Isle of Skye. Feedback from the first cohort led to changes in accommodation and delivery for some of the mandatory first year courses for the 2015 cohort, including a combined field trip to the Wessex Basin and a stratigraphy course, led by Imperial and Neflex respectively.

Members asked that the Training Academy Committee seek to include more courses on geophysics, numerical skills and reservoir development. JRU reported that due to the change in ownership, Nautilus had not been able to provide access to as many of their courses as had been hoped with sufficient lead-in time to allow students to participate. However, courses from AGR Tracs' catalogue had been sourced at a significant discount and are proving popular.

The Awards Committee had a successful meeting to consider the project titles for 2017 recruitment. It was noted that there is some patchy understanding in academia regarding data confidentiality and in particular, the need to secure the country-specific regulators' permission to use their country's data. KG indicated that it is the role of the Awards Committee and the IAB to protect students from being exposed due to a lack of data as this only stores up problems during the PhD. LM was asked to provide additional guidance to supervisors in the Roles and Responsibilities document to remind them of the need to consult with the Awards Committee should project titles change during the studentship.



**Update on Training Academy funding model:** LM reported that based on the currently committed subscription levels, there is an approximate deficit of @£65k in the Training Academy budget when the training commitment to the 4<sup>th</sup> cohort is taken into account. If the Management Committee's stated preference of having travel costs to Training Academy course venues covered from the TA budget, rather than from individual student Research Training and Support Grant allowances, this deficit rises to @£335k. LM will provide IAB representatives with an information pack for them to use with their respective Management teams when discussing subscription renewal. LM noted that if all current sponsoring companies renew for the original six years to cover the first three cohorts, there would be a surplus which IAB members could then direct to other activities to support the CDT.

**Student Recruitment and impact on Studentship Funding model:** The CDT continues to attract a good proportion of female students. Two female students in the 2014 have sadly withdrawn from their PhD studies, but the incoming cohort of 2016 comprises 14 female and 19 male students. Due to last minute withdrawals, Exeter will be looking to recruit to two positions in 2017, and Imperial will be recruiting to four positions. Because of the need to allocate all twelve NERC/BGS studentships in each year, funding and recruitment has not matched the original model as institutions have been allowed to defer taking their NERC studentship allocation. This means that for 2017, we currently only have 11 guaranteed studentships (10 NERC, 1 BGS) and 12 are required.

#### **Industry expectations of the CDT**

AH reported that ConocoPhillips has traditionally recruited from the MSc pool, but is keen to target trained PhD students and that the CDT is by far the better combined model. Companies are also happy to pass on the details of their geophysics training personnel as contacts for the CDT's Training Academy programme.

BP, Shell, Statoil and Total have all started their internship processes for 2017 and some CDT students have already applied. JC reported that Cairn has 3 summer opportunities available which will be advertised in February 2017. CO reported that Total has 15 positions which are being advertised now. Companies were asked to supply details of their internship schemes to LM for onward communication to students.

#### **Any Other Competent Business**

No items were tabled.

#### **Date of Next meeting**

JRU passed a vote of thanks to the Chair, KG and to all participants in the meeting. Consideration would be given to scheduling a meeting around April 2017 dependent on the outcome of future commissioning discussions with statutory funders.



## Actions and agents

ACTION	AGENT
Circulate JRU Powerpoint conference presentation with minute	LM <b>Completed</b>
Provide information pack highlighting CDT projects/ supervisors/ hosting universities, student achievements, Training Academy programme and key CDT performance metrics for use by industry representatives in discussions with their Management regarding subscription renewal	LM / JRU
Follow-up with BP representative, JB, regarding involvement of Environmental Compliance manager as future IAB representative to provide a different perspective from the current production focus, as well as providing input to Training Academy courses linked to the Environmental Impact & Regulation research theme	LM
Circulate CDT Young Professional Mentoring Scheme guidance document to IAB members with request to provide two new volunteer mentors per company for 2016 cohort	LM
Update Supervisor Roles and Responsibilities document to remind academic partners of the need to review data access and confidentiality agreements regularly as well as consulting with CDT Awards Committee if project title changes during the studentship to ensure that there is no overlap with other CDT projects and potential negative consequences for students	LM <b>Completed</b>
Circulate PhD project listing for October 2017 entry to industry partners so they can review and see if there are projects they could offer additional support to in terms of data, co-supervision etc.	LM <b>Completed</b>
Updated course feedback for Training Academy courses from May 2016 onwards to be circulated to IAB members	AC
Include companies in PhD project call to universities in May 2017 for suggested research topics for October 2018 entry if CDT extension/renewal is agreed. This gives industry partners an opportunity to design and propose additional projects to a supervisor of their choice (on the clear understanding that the host university may not support it as one of their CDT projects submitted to the Awards Committee and potentially advertised if approved)	LM
Reports from CDT Committee Chairs to be circulated to IAB members as soon as these are available	LM <b>Training Academy report circulated</b>



Graduate Committee Chair is currently on year's sabbatical and discussion with him regarding replacement is requested	JRU
Companies to provide details of their geophysics training personnel as possible contacts for the CDT Training Academy Programme	AC
Companies to provide details of the number of internships available, and the key application dates to inform students of opportunities	LM