



Oil & Gas  
Authority

# Information Management Delivery Programme

2016–2021



# 1. Foreword

The Oil and Gas Authority (OGA) was established to regulate, influence and promote the UK oil and gas industry, in conjunction with other regulatory authorities, and has a range of powers to deliver this remit.

The development of a series of strategies and associated delivery programmes represents a key step in setting out how the OGA, government and industry should work together to Maximise Economic Recovery (MER) from the United Kingdom Continental Shelf (UKCS) – a core recommendation of the Wood Maximising Recovery review.

The MER UK Strategy underpins the OGA remit and became a legal obligation on licensees in March 2016.

It describes how MER should operate in practice, setting out a legally binding obligation on licensees and others to take the steps necessary to secure the maximum value of economically recoverable hydrocarbons.

The MER UK Strategy also sets out a range of supporting obligations and safeguards, as well as the actions and behaviours required to achieve collaboration and cost reduction.

The purpose of these strategies and delivery programmes, developed in collaboration with industry and the MER UK Boards, is to promote a new way of working across the oil and gas lifecycle.

The strategies set the key direction and the delivery programmes provide further direction and detail on the implementation of each strategy.

## 2. Executive summary

The Information Management (IM) Strategy, published separately, sets out a high level overview of the OGA's ambition to create an environment, over the next five years, in which access to comprehensive, good quality information and data accelerate the efforts to maximise industry value and recovery from the UKCS.

This IM Delivery Programme builds on the Strategy and describes in more detail how and when it will be delivered.

The Strategy and Delivery Programme are focused on delivering on six key themes:

1. Data regulation

2. Data management authority and collaborative working

3. Unified data store

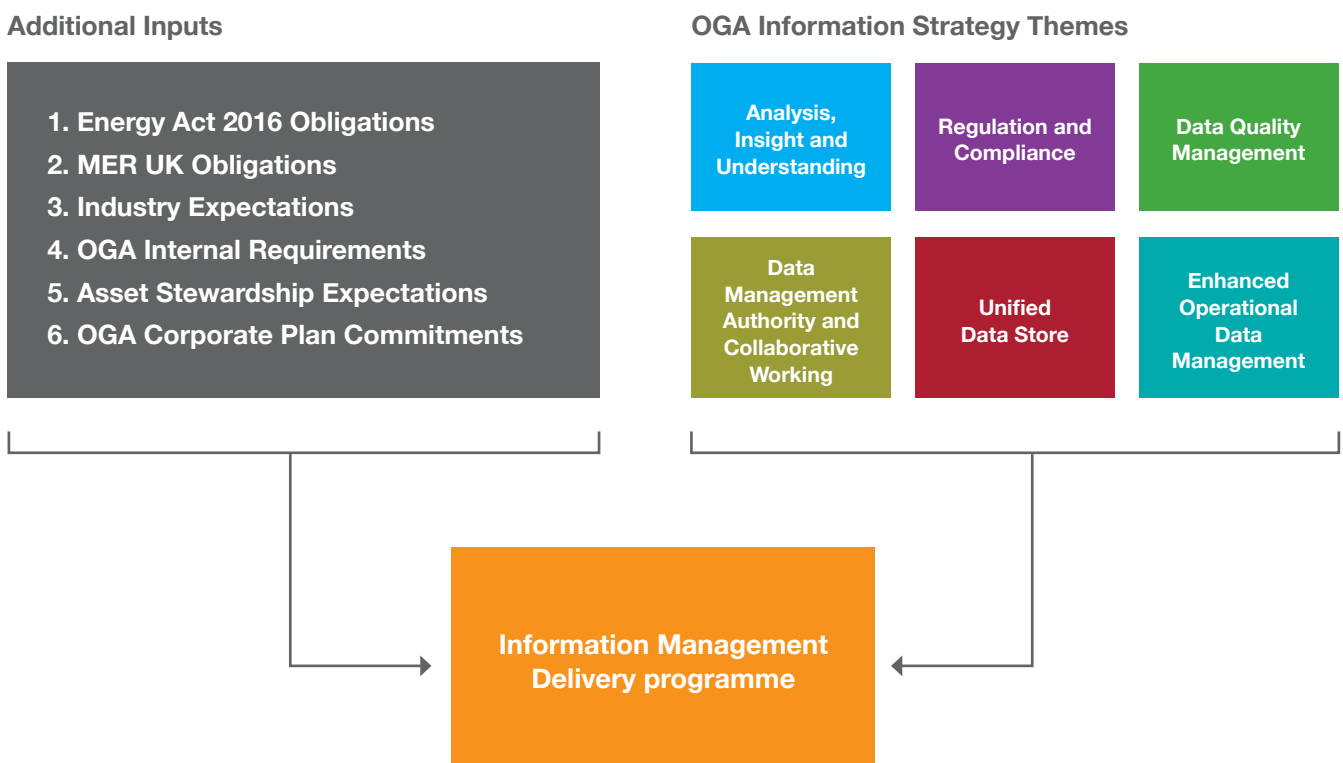
4. Analysis, insight and understanding

5. Enhanced operational data management

6. Data quality management

This IM Delivery Programme covers the medium to long term period from 2016-2020 and describes the actions, objectives, inputs, mid-level activities, responsibilities, deliverables and timeline for each of these six themes.

The initial focus on the six themes will ensure that the OGA and industry build the required capability to ensure effective and efficient information management, stewardship and compliance. Figure 1 below shows the various inputs to the IM Delivery Programme.

**Figure 1: Building the Delivery Programme**

This programme has been defined using the best current knowledge and understanding of the requirements and capabilities that the OGA and the industry need in the coming years. That understanding will mature over time as new requirements are identified through collaborative working with industry. As such, this plan will be updated as necessary and will be discussed with the OGA Information Management Forum.

# 3. Information Management Delivery Programme Elements

This IM Delivery Programme takes the six themes of the IM Strategy and breaks them down into 10 specific action groups. This document provides detail on each of the action groups including:

## Objective

a high-level description of the action taken from the IM Strategy and main objective(s) of the action

## Inputs

details of the inputs that will be required to ensure that the action is successful

## Activities

a list of activities that will ensure all objectives are met

## Responsibilities

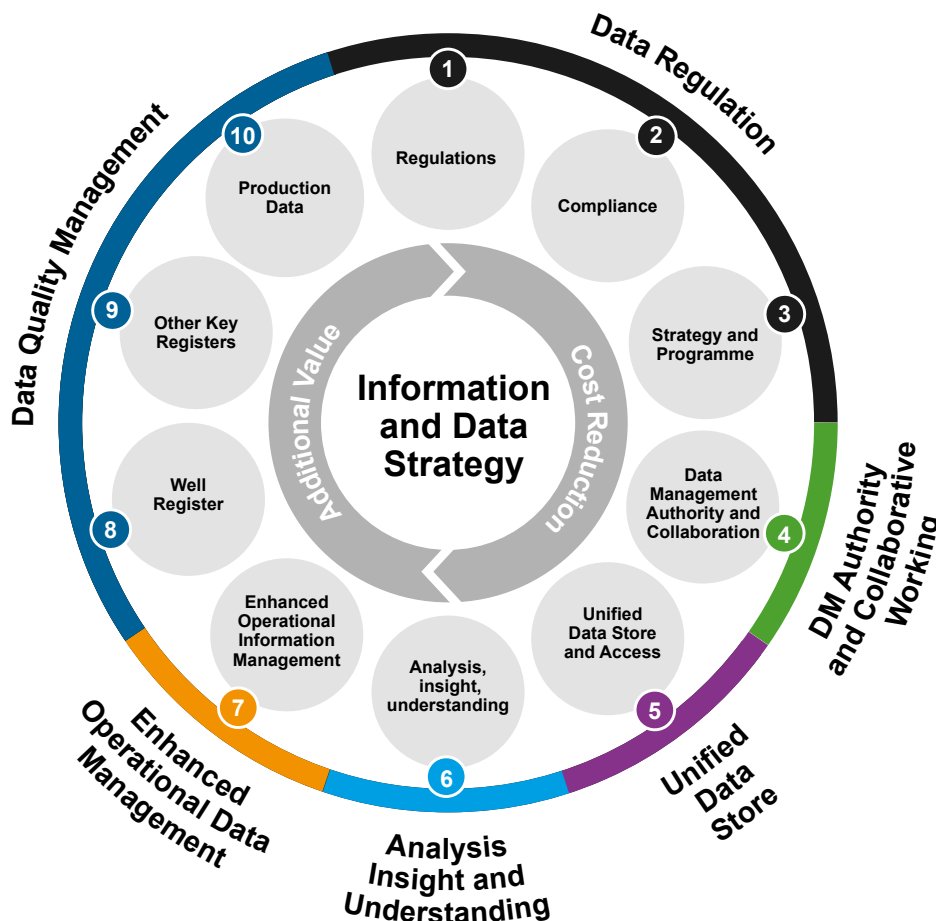
identification of groups that are responsible for elements of the planned action

## Deliverables

a list of high-level deliverables and timelines for delivery

The 10 action groups in this Delivery Programme are summarised in Figure 2 below.

**Figure 2: IM Delivery Programme action groups and themes**



**3.1 Theme 1: Data Regulation**

This element has three action groups:

<b>Regulation</b>
propose new regulations and design guidance for information and samples
<b>Compliance</b>
monitor regulatory compliance
<b>Strategy</b>
design and implement an IM Strategy and IM Delivery Programme

### 3.1.1 Regulation

Objective	Activities
<p>The focus is to propose to BEIS that it introduces new regulations (as provided for in the Energy Act 2016) which are intended to outline licensees' and other relevant parties' obligations to retain information and samples. Thereafter the OGA will generate supplementary guidance, associated processes and supporting material to ensure compliance with the regulations and enable the OGA and industry to gain greater benefit and insight from data and information. This will involve building and launching related information management IT platforms and required framework to support the regulations and includes planning, oversight, control over the management of data and the use of data and data-related IT services, with industry consultation and support.</p>	<p>Review of the current standards and guidelines, in the UK and comparison against other regimes</p>
	<p>Draft consultation document and undertake consultation with licensees and other relevant parties</p>
	<p>Publish associated guidelines to support the regulations</p>
	<p>Create and implement an effective communications plan for ensuring that stakeholders are aware of regulations and guidance</p>
	<p>Support changes to industry data management frameworks</p>
	<p>Set expectations for information management stewardship as part of the OGA Asset Stewardship Expectations</p>
	<p>Plan, deliver and monitor progress of a phased deployment of regulations to licensees and other relevant parties</p>
Inputs	Responsibilities
<p>The OGA's proposals to BEIS for the retention of information and samples by licensees and other relevant parties</p>	<p>The OGA will lead the creation of policy instructions in relation to proposed new regulations</p>
<p>A formal targeted industry consultation and impact assessment</p>	<p>Industry soundings on specific policy matters may be taken with the OGA IM Forum and other stakeholders as subject matter experts</p>
	<p>Licensees and other relevant parties will be consulted via consultation</p>

Deliverable		Planned Date
1	Draft Stewardship Expectations relating to information and samples	Complete
2	Draft consultation document on proposed regulations and guidance for consideration by BEIS	Q1 2017
3	Communication plan to ensure stakeholders are aware of the requirements to comply with regulations and guidance	Q4 2016
4	Complete deployment of guidance in support of the new regulations	Q1 2018



### 3.1.2 Compliance

Objective	Activities
The initial focus is to develop and implement a system to monitor compliance against regulations and guidance for all licensees and other relevant parties and work with them to help achieve compliance efficiently and effectively.	Review the proposed new regulations and define areas to be monitored and how this will be done
	Define and design a set of data quality metrics and scorecard that will be used to monitor compliance
	Implement new or modify existing IT platforms to record and analyse compliance
	Create a dashboard or scorecard to visualise compliance, including querying tools and reporting functionality
	Add monitoring compliance to the OGA operational activities and role descriptions
	Run a series of industry workshops to facilitate understanding of compliance
	Create and implement an industry feedback mechanism to report on compliance levels
	Responsibilities
	The OGA will create the new compliance management processes and monitoring systems
	The OGA IM Forum will provide guidance on achieving appropriate levels of compliance

Deliverable		Planned Date
1	Requirements fully defined for new technology and processes	Q2 2017
2	Compliance management, monitoring and feedback processes created and tested	Q4 2017

### 3.1.3 IM Strategy and IM Delivery Programme

#### Objective

The focus is the development and implementation of the OGA IM Strategy and IM Delivery Programme, which promote data and information as key value drivers to industry, and as a necessary tool to support MER UK. These describe which elements are required, what benefits and value they bring and explain how the OGA and industry will develop and deliver the activities.

#### Inputs

UKCS Maximising Recovery Review (the Wood Review), the MER UK Strategy and the Energy Act 2016

Input from the OGA IM Forum

Discussion with and input from other stakeholders such as the Department for Business, Energy and Industrial Strategy (BEIS) and Carbon Capture and Storage Association (CCSA), Oil and Gas UK and Common Data Access Limited

#### Activities

Develop and implement the IM Strategy and IM Delivery Programme with industry

Informal consultation with the OGA IM Forum members and industry

Create and gain support for maintenance and development of this Delivery Programme

Launch both the IM Strategy and IM Delivery Programme

#### Responsibilities

The OGA will lead on IM Strategy and IM Delivery Programme development with the support of industry

Deliverable		Planned Date
1	Develop and publish an Information Management Strategy	Q4 2016
2	Develop and publish an Information Management Delivery Programme	Q4 2016
3	Regular communication to update the OGA IM Forum on progress, risks, issues and next steps	Continuous

### 3.2 Theme 2: Data Management Authority and Collaborative Working

Objective	Activities
<p>The focus is to establish the OGA IM Forum as an industry-wide collaborative group to provide industry subject matter expert support and to be place of active engagement and consultation. The OGA IM Forum will: promote good information management/data management leadership; lead or steer related work groups; help with implementation of compliance with the regulations by industry; improved industry data and stewardship processes and; create value, knowledge and insight through collaborative working.</p>	<p>Create the OGA IM Forum, its Terms of Reference (ToR) and invite organisations to participate</p>
	<p>Set up three work task groups to focus on: regulations and guidance, information management and decommissioning</p>
	<p>Establish regular OGA IM Forum meetings, with a larger annual event, for a wider audience, for communicating efforts and track progress of the three work task groups</p>
Inputs	Responsibilities
<p>Collaboration between representatives from licensees and other stakeholders and relevant parties, the supply chain, technology vendors, consultancies, academia and other industry bodies</p>	<p>Industry and OGA to jointly chair the OGA IM Forum, with the OGA providing the secretariat</p>
<p>Feedback from across industry</p>	<p>Operators, technology vendors, consultancies, academia and other industry bodies will be asked to participate in the OGA IM Forum for specific themes and tasks</p>

Deliverable		Planned Date
1	Establish Work Task Group 1 – regulations and guidance	Q3 2016
2	Establish Work Task Group 2 – Information Management and decommissioning	Q4 2016
3	Establish Work Task Group 3 – to be decided by the OGA IM Forum	Q4 2016
4	Define 2017 Work Plans and Task Groups 4 to 6	Q1 2017
5	Organise meetings and an annual event	Continuous

### 3.3 Theme 3: Unified Data Store

#### Objective

The focus of this element is to create a unified data store, better access to data and promotion of an open data policy, working with the British Geological Survey (BGS), UK Onshore Geophysical Library (UKOGL), CDA and other stakeholders. This is intended to facilitate the creation of a Petroleum Data Portal (PDP) to be an effective hub for the OGA operational data services to assist with regulatory compliance.

#### Inputs

Proposed new regulations – will define what information and samples need to be retained and limitations on disclosure

Experience and expertise from CDA, UKOGL, BGS and other relevant stakeholders

Input on best practice and subject matter expertise from the OGA IM Forum

Technical solutions from technology vendors

#### Activities

Consolidate access to data sources using a phased approach, centring on the Data Centre (currently the central location for publishing data through the OGA website)

Engage with CDA, BGS and other current sources of data and information to assist the OGA's decisions on the best method of data integration; define specification and create plan

Undertake a review of the available IT technologies to best support compliance, collaboration and publication of data

Develop an 'options for change' paper that will look at creating a National Data Repository (NDR) for offshore data as part of the PDP

Establish an NDR capability

Continue to foster a collaborative platform for industry services and projects

#### Responsibilities

The OGA will lead this work, working closely with CDA, UKOGL and the BGS and other relevant stakeholders

Deliverable		Planned Date
1	Agree proposed way forward to establish NDR capability	Q1 2017
2	'Options for change' paper to be developed	Q1 2017
3	NDR Phase 1 – seaward data	Q3 2018
4	Create Data Centre area on the new OGA website centralising published data	Complete
5	Support a collaborative platform for services and projects	Ongoing

### 3.4 Theme 4: Analysis, Insight and Understanding

Objective	Activities
<p>The purpose of this theme is to establish greater use of data analytics and better data management to create business insight, understanding and enhanced data stewardship. This will involve developing the OGA's and industry's accountabilities for the management of key data and surveys and making quality data readily available and easy to use. In addition, it is anticipated that new analysis techniques will be enabled through significantly more transparent and accessible data.</p>	<p>The OGA will create a new and enhanced UKCS Stewardship Survey to collect data from operators in order to gain a better understanding and insight into UKCS operations</p>
	<p>The OGA will evaluate and deploy analytic tools and processes to enrich its understanding, working closely with the OGA Technology team and the OGA IM Forum</p>
	<p>The OGA will develop a mechanism for sharing knowledge gained from data gathering and analysis exercises (UKCS Stewardship Survey and others) both internally and where possible with industry</p>
Inputs	Responsibilities
<p>New data retention and disclosure regulations and guidance will inform requirements</p>	<p>The OGA will lead on developing a new UKCS Stewardship Survey</p>
<p>Information and data gathered from the OGA UKCS Stewardship survey, the Energy Portal and other OGA information sources</p>	<p>The OGA will lead on developing a new operator and licensee survey application hosted on the Energy Portal</p>
<p>Business requirements for analytical processes and technologies</p>	<p>The OGA will lead on the development of new analytical capabilities, corporate databases and applications</p>

Deliverable		Planned Date
1	UKCS Stewardship Survey	Q4 2016
2	Geospatial strategy publication	Q4 2016
3	Enhanced business objects and GIS functionality	Q2 2017
4	Advanced analytical suite and application deployment first phase	Q4 2017

### 3.5 Theme 5: Enhanced Operational Data Management

#### Objective

The purpose is to implement significant changes in the way the OGA provides and manages key services to industry. This will involve creation of enhanced OGA information management capabilities and services to improve efficiency and effectiveness in all operational activities provided to the OGA and to industry.

#### Inputs

The OGA's review of current IM services capabilities

The OGA IM Forum and other relevant parties to provide feedback on industry perceptions of the current services and capabilities

The OGA and the OGA IM Forum will provide input into new and/or enhanced requirements

#### Activities

Undertake a full review of the OGA's services and create requirements for future services

Undertake a full review of current technologies used by the OGA as part of its service offerings

Complete digital consenting system for all consenting types

Review current processes and implement enhancements that improve efficiency and effectiveness

Build the OGA's people and skills capability for services, operational activities and projects

#### Responsibilities

The OGA will lead this effort and will consult widely with the OGA IM Forum, BEIS and other users

Deliverable		Planned Date
1	Launch a full review of services and capabilities, including gap analysis and roadmap for improvements	Q1 2017
2	Phase 1 – implement service efficiency and improvement plan	Q3 2017
3	Phase 2 – implement service efficiency and improvement plan	Q2 2018

### 3.6 Theme 6: Data Quality Management

This theme covers the design and implementation of systems of record to improve data quality and ensure data remains current and of the best possible quality.

#### 3.6.1 Well Register

Objective	Activities
This will involve the consolidation of existing well databases to create the definitive OGA register of all UKCS wells. This includes a database and processes with quality assured data that can be used by the OGA and industry as a trusted source of UKCS well header data.	Create a standard for well data and a system of record to store the data
	Create a consistent, unified dataset that meets newly defined standards
	Design and implement a data quality management (DQM) system for well headers based on the new standard that enables data exchange with other existing databases and where necessary ensure they remain synchronised
	Monitor data quality over time and report to industry
Inputs	Responsibilities
Existing datasets from all available sources, including the OGA Wells Operations Notification System (WONS2), CDA, BEIS etc	The OGA to lead the creation of a new system of record, new standards and datasets
Relevant best practice, including standards, from other sources and organisations	CDA and other stakeholders will be asked to provide datasets, existing standards and collaborate on IT interfaces to deliver data integration solutions

Deliverable		Planned Date
1	New basic data standard for well attributes in the OGA well database	Q1 2017
2	New basic system of record for wells, including full access to the data for all parties	Q3 2017
3	A new and consistent dataset (matching OGA basic data standard)	Q1 2018
4	An implemented DQM solution to monitor data quality against the OGA basic data standard	Q3 2018
5	Further enhancements to OGA well data standards	Q1 2019
6	Expand system of record, dataset and quality checks that implement further improvements to the OGA wells data standard	Q4 2019

### 3.6.2 Other Key Registers

Objective	Activities
<p>The provision of better access to data, including timelier reporting and publication of production data, can generate extra value for licensees and others. Work to enable this will include reviewing the condition of existing registers, planning improvements and establishing new or enhancing existing registers, e.g. field, infrastructure, licensing and pipelines.</p>	<p>Review current status and make any relevant recommendations for change</p>
	<p>Create a standard for other data and systems of record to store the data</p>
	<p>Create consistent datasets that meet newly defined standards</p>
	<p>Design and implement DQM systems for other data based on new standards</p>
	<p>Implement effective change management controls to make changes effective</p>
	<p>Monitor data quality over time and report back to industry</p>
Inputs	Responsibilities
<p>Existing datasets from all available sources</p>	<p>OGA to lead the creation of a new system of record, new standards and datasets</p>
<p>Best practice, including standards, from other sources and organisations</p>	<p>CDA and other stakeholders to supply datasets and existing standards</p>
	<p>The OGA IM Forum will collaborate on this work and will gather requirements from industry</p>

Deliverable		Planned Date
1	Report containing full review results and recommendations for a number of data types	Q1 2017
2	Data standards for fields	Q2 2017
3	New system of record for field, OGA field database populated with consistent data	Q4 2017
4	New data standard for pipelines and infrastructure	Q1 2018
5	New system of record for pipelines, including full access to all parties	Q4 2018
6	A new and consistent dataset for pipelines	Q1 2019
7	New system of record for infrastructure, including full access to the data for all parties	Q2 2019
8	A new and consistent dataset for infrastructure	Q3 2019
9	New data standards for licence	Q4 2018
10	New system of record for licences, and deliver consistent data set, including full access to the data for all parties	Q4 2018
11	An implemented DQM solution to monitor data quality for all data types	Q1 2019
12	Mechanism to monitor and report to industry on data quality commences	Q1 2019



### 3.6.3 Production data

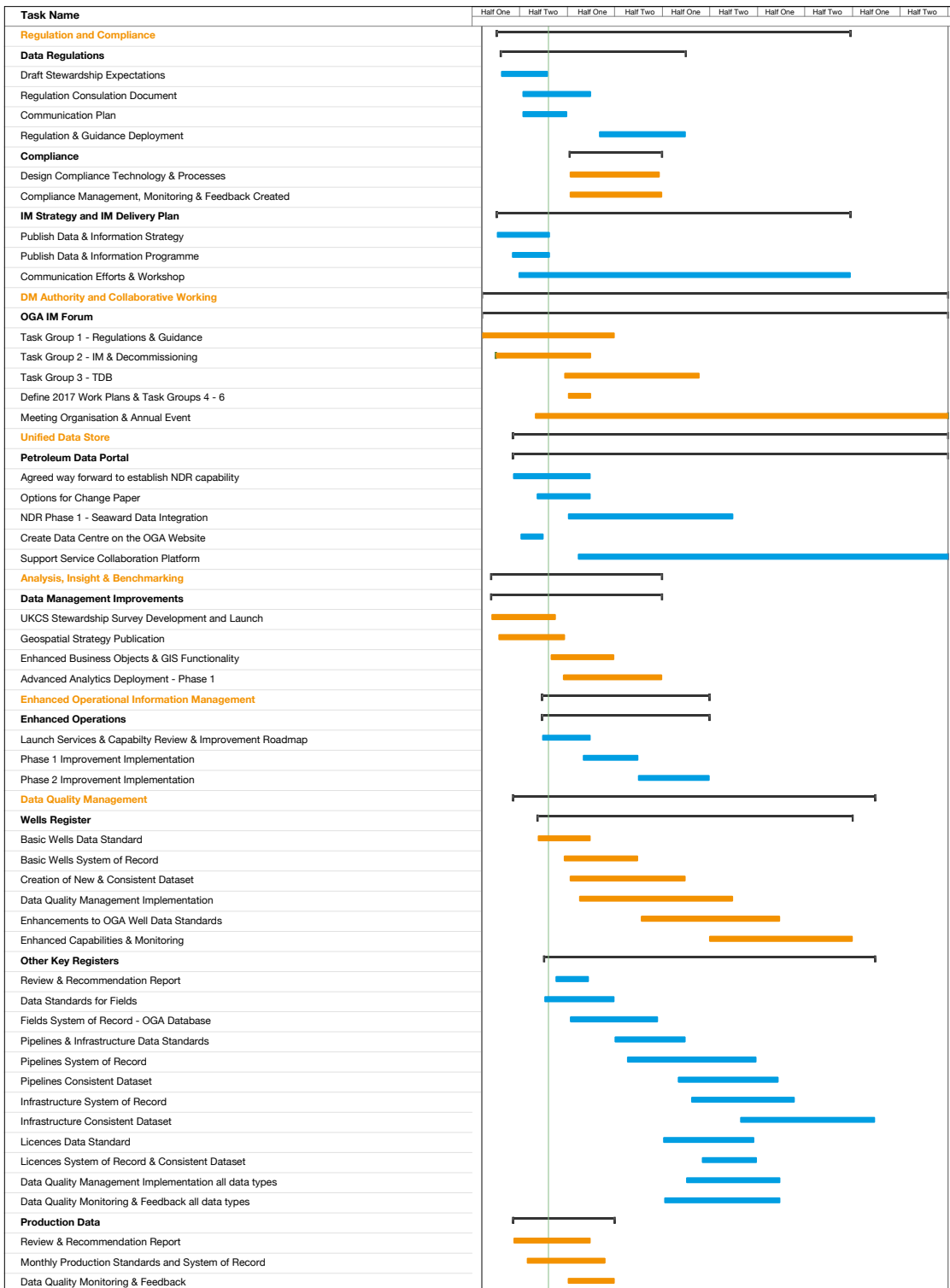
Objective	Activities
This will involve the creation of better production and field datasets for use by the OGA and industry, via a review of reporting formats and processes, implementing changes to improve quality, completeness and currency of published data. Insights gleaned from the analysis of production data will also aid and inform the OGA's Asset Stewardship model.	Undertake review of production data
	Create new standards for management of production data
	Implement a PPRS improvement project to enhance data quality and completeness, including a new automated portal application
	Monitor data quality over time and report back to industry
Inputs	Responsibilities
Review of the Petroleum Production Reporting System (PPRS)	The OGA to lead the creation of a new system of record, new standards and datasets
Informal input from a select group of well operators and licensees	The OGA to create new PPRS reporting process and Energy Portal tool

Deliverable		Planned Date
1	Report containing review results and recommendations for field and production data	Q2 2017
2	New data standards and system of record for monthly production data reporting	Q2 2017
3	Mechanism to monitor and report back to industry on data quality	Q2 2017

# 4. Programme summary

Figure 3 shows a schedule, summarising the actions and activities covered in the IM Delivery Programme. This schedule may evolve as requirements and priorities change over the next five years. Actions in this plan will be extended beyond 2020 to accommodate new requirements.

**Figure 3: IM Delivery Programme schedule**







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