

Minutes of the NERSAP Meeting

Lloyd's Register EMEA, Birmingham on 21st November 2017

Attendees:

Nigel Evans (Chair)	ScottishPower	nigel.evans@spenergynetworks.co.uk
Paul Costelloe (Secretary)	Lloyd's Register	paul.costelloe@lr.org
Eirwyn Thomas	Powersystems UK	et@powersystemsuk.co.uk
Mel Swift	GTC	mel.swift@gtc-uk.co.uk
Brian Hoy	ENWL	brian.hoy@enwl.co.uk
Mike Doward	ENWL	michael.doward@enwl.co.uk
Paul Smith	WPD	psmith@westernpower.co.uk
Ian Cairns	NPG	ian.cairns@northernpowergrid.com
Steve Rogers	UKPN	steve.rogers@ukpowernetworks.co.uk
Colin Jamieson	ESP	colin.jamieson@espug.com
Maryline Guinard	SSE-N	maryline.guinard@sse.com
Graham Smith	HEA UCCG	graham@thehea.org.uk
Mike Bracey	Morrison	michael.bracey@morrisonus.com
Paul Wragg	Power On Connections	paulwragg@poweronconnections.co.uk

Delegates:

Glyn Jones CiC CoP Working Group glyn.jones@sterling-power.co.uk

Apologies:

Frank Welsh UK Power Distribution frankwelsh@ukpowerdistribution.co.uk

1. Introductions

All attendees were welcomed to the meeting and apologies noted.

The membership of NERSAP going forward was discussed with the number of DNOs and IDNOs in mind and Paul Costelloe presented a summary of the responses received from IDNOs when they were asked about their future NERSAP attendance intentions.

It was considered that only those whose intention was to attend every meeting would be deemed 'active' members of NERSAP and the others would be deemed 'corresponding' members and would receive copies of minutes etc.

Action:	PC to contact all IDNOs advising them that they would be considered as 'active' members or 'corresponding' members based upon the response received from each and to advise active members of NERSAP's expectations of them.
Action: *Post-meeting note – PC emailed Vattenfall 22/11/17	PC to contact new IDNO Vatenfall Networks Ltd. to ask about their intentions as regards attendance.

2. Review of the Minutes & Actions of the NERSAP Dated 7th July 2017

2.1 NERS Website

PC stated that he was unable to advise on when the proposed changes/improvements to the website would be made and referred to some recent correspondence from the LR Global Head of Marketing Operations promising to obtain some timescales for this.

All members of the meeting expressed further frustration at the delays in implementing the changes and this frustration was compounded by LR's apparent inability to commit to a timescale for implementation. It was proposed that the reviewed version of NERSAP's report on how well LR was performing in managing the NERS scheme would reflect this frustration in the hope that it would prompt some action on LR's part.

Action:	PC agreed to escalate to LR senior management including the Global Head of Marketing Operations.
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2.2 Low Smoke Zero Halogen Cables

Outstanding responses on policies for LSOH cables from Network Operators identified at last meeting had been received from WPD, GTC and ESP. Nigel Evans agreed to re-send SPEN's response which had been received by the previous NERSAP Secretary.

Action: *Post-meeting note – reminder sent by PC to Ian Cairns 22/11/17 by email.	PC to send reminder to Ian Cairns of NPG before issuing a document containing all responses received to NERSAP for review in case any of the information is no longer current such is the time that has elapsed since this exercise started. (By 22 nd December 2017)
Action:	PC to issue document containing all responses received to NERS Forum following review by NERSAP by 30 th January 2018.

2.4 Design Scopes for Unmetered Connections

Outstanding responses on policies for design requirements for unmetered connections from Network Operators identified at last meeting had been received from WPD, GTC and ESP. Nigel Evans agreed to re-send SPEN's response which had been received by the previous NERSAP Secretary.

Action:	Designer Competency Working Group to consider potential changes / additions to NERS scopes. (Action Mel Swift/Mike Bracey by 22 nd December 2017).
Action: *Post-meeting note – reminder sent by email to Ian Cairns 22/11/17 by PC	PC to send reminder to Ian Cairns of NPG before issuing a document containing all responses received to NERSAP for review in case any of the information is no longer current such is the time that has elapsed since this exercise started. (By 22 nd December 2017)

3. Review of the Minutes and Actions of the NERS Provider Forum held on 7th November 2017

NERS Provider Forum Agenda Item	NERSAP Comments	Actions
2.2 NERS Requirements & Guidance Documents	NERSAP agreed that the presently known about changes should be circulated in a draft form for issue early in 2018.	LR to circulate the revised documents by end of 2017 with presently known about changes pending a further revision when NERSAP have fully considered.
6.1 Unannounced NERS Visits	Discussion took place on concerns raised by a NERS Forum attendee but since the attendee was unwilling to share the name of the company concerned there was little LR could do to investigate. It was agreed that ICPs could raise concerns via the recently created mailbox ners@lr.org which would remain confidential. Unannounced visits had been discussed before and not considered to be viable due to potential wasted visit costs, but “opportunistic” unannounced visits were supported by NERSAP,	LR to consider ‘opportunistic’ visits to companies due surveillance visits e.g. where another ICP is on site when carrying out an arranged visit with an ICP.
6.2	Some members of NERSAP also considered that some ‘condensing’ of minutes of	LR to trial alternative methods of recording the review of minutes from previous

	previous meetings being reviewed would be useful in order to make minutes easier to read.	meetings.
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4. Update on Competition in Connections Code of Practice

Glyn Jones provided an update on the working group but there are no further developments in terms of modification proposals coming through.

Network Operators under the CoP have to provide an annual report which is available for public scrutiny.

OFGEM are not getting many complaints.

Chris Brown has replaced James Veaney at OFGEM.

5. Designer Competency Working Group

Following the last NERSAP meeting there were 2 actions 1) Summary for Guidance Document and 2) Proposed matrix of what an ICP would use as proof of designer competency. This will reside in the revised NERS Requirements document.

Action:	Proposed summary & matrix to go in NERS Requirements document to be forwarded by Mel Swift/Mike Bracey to Paul Costelloe for inclusion in draft re-issue of NERS Requirements document by 22 nd December.
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Regarding the issue of Self Determination of PoC scopes Martin Crocker (UKPN) had previously requested that NERSAP discuss the circumstances under which an ICP possessing Network Connections scopes could self-service connections up to 70kVA using a pre-determined point of connection matrix and standard DNO pre-approved designs without any specific input from a designer. Confirmation was sought as to whether an ICP would need full design scopes to undertake this activity.

Action:	Designer Working Group Mel Swift/Mike Bracey to confirm that this has been included in their work plan by 22 nd December 2017.
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6. NERS Review Report by N. Evans & S. Rogers

A version of the report resulting from a review of the NERS management activities by LR at their offices on 13th October 2017 has been issued to NERSAP. Concerns highlighted in the report included:

- The CiC CoP being brought in to the day-to-day running of the NERS scheme
- Document storage and retrieval
- Production of management data

- Staff resources

PC stated that LR still have some issues regarding the content and accuracy of the report but did not see it as a huge obstacle to meet with the report authors and agree upon an action plan to address agreed issues.

There was a consensus that a working group should be set up to carry out a strategic review of the NERS scheme and consider if it is fit for purpose. It was suggested that an exercise to compare and contrast the NERS & GIRS schemes to consider what the differences are and if any beneficial changes are required to the NERS scheme be carried out.

Action:	PC to arrange meeting with report authors Steve Rogers and Nigel Evans to agree on issues and resulting action plan to address these issues before 22 nd December 2017.
Action:	PC to arrange mutually convenient date for the Working Group to meet. (participants are detailed in the 12 month Action Plan – Section 7 below)

7. NERS 12 Month Action Plan

The extracts of the Memorandum of Understanding (MoU) previously reproduced in the minutes had several points where it was deemed that LR were not or were only partially complying with the requirements of the MoU. An examination of these points took place as part of a review of LR's management of the NERS scheme at LR offices in Birmingham on 13th October 2017. An Action Plan is being devised to address identified issues, and as minuted in previous meetings the MoU will be revisited in March 2018 NERSAP to assess current compliance.

The NERS 12 Month Action Plan is attached herewith:



NERS 12 Month
Action Plan

8. NERS data

The NERS data was reviewed. A request was made for the following information to be included in future data:

- Number of planned 3 yearly visits in order to be able to compare with actual number of 3 yearly visits carried out.
- Consider adding number of accreditation removals in summary table on last page of NERS Statistics.

The presented data is attached herewith:



NERS Stats Nov. '17

Action:	LR to include number of 3 yearly re-assessment visits planned and number of accreditation removals in future data presented to NERSAP.
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9. AOB

It was reiterated that NERSAP were willing to help in any way possible to advance progress on any of the LR actions which are outstanding. PC stated that the new Sector Manager – Utilities, Karl Miller had expressed a willingness to attend the next NERSAP meeting to hear first-hand the issues outstanding and NERSAP are willing to be contacted in advance of the next meeting in order for Karl to seek feedback.

Concern was voiced over the question of whether jointers were being fast-tracked too quickly and hence lacked the experience to work safely. Also whether LR need to consider the assessment process being sufficiently robust for ICPs working under their own safety rules and self-authorising. It was agreed that a working group would be set up consisting of Steve Rogers, Mel Swift, Mike Bracey, Paul Wragg and Paul Costelloe to consider.

Action:	PC to arrange mutually convenient date for the Working Group to meet. (participants are detailed in the 12 month Action Plan – Section 7 above)
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10. Dates of next meetings

Dates for the meetings of the NERS Provider Forum and NERSAP in 2018 were proposed as:

NERS Forum: 6th March 2018, 17th July 2018, 6th November 2018

NERSAP: 20th March 2018, 31st July 2018, 20th November 2018

The venue is likely to be a place other than LR Birmingham Office; this will be advised nearer the time.