

**Minutes of the NERSAP Meeting
Lloyds Register EMEA, Birmingham on 15th March 2016**

Attendees:

Nigel Evans (Chair)	Scottish Power	Nigel.Evans@scottishpower.com
Dave Ball (Secretary)	Lloyd's Register EMEA	dave.ball@lr.org
Paul Smith	WPD	psmith@westernpower.co.uk
Colin Jamieson	ESP	colinj@espipelines.com
Mel Swift	GTC	mel.swift@gtc-uk.co.uk
Mick Wood	Energetics	mick.wood@energetics-uk.com
Paul Wragg	Power on Connections	paulwragg@poweronconnections.co.uk
Mike Bracey	Morrison	michael.bracey@morrisonus.com
Ian Cairns	NPG	ian.cairns@northermpowergrid.com
Frank Welsh	UK Power Distribution	frankwelsh@ukpowerdistribution.co.uk
John Perry	WPD	
Delegates – Steve Bolland	Powersystems UK	

Via Webex

Catherine Falconer	SSE	catherine.falconer@sse.com
Brian Hoy	ENWL	brian.hoy@enwl.co.uk

Apologies:

James Veaney	Ofgem	
Steve Rogers	UKPN	steve.rogers@ukpowernetworks.co.uk
Graham Smith	HEA/UCCG	grahamsmith@kier.co.uk

1. Introductions

All attendees were welcomed to the meeting and apologies noted.

2. Review of the Minutes of the NERSAP Dated 17th November 2015 and 21st January 2016

The minutes were accepted as an accurate record of the meeting.

3. Review of the Actions of the NERSAP Dated 17th November 2015 and 21st January 2016

3.3 Inspection and Monitoring

No further meetings have yet been planned, but it is intended that it will be resurrected as part of the remit of the Competition in Connections governance group. The group identified the requirement for a common audit approach nationally. Item is on-going

3.4 Safety Rules

The model distribution safety rules (DSRs) are still being amended. Mel Swift reported that the ENA working group has a teleconference (week commencing 21st March) to sign off the amendments by end of March. Implementation is planned for second quarter of the year.

Action	LR to contact ENA regarding amendment of DSRs.
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3.5 NERSAP Attendees

LR confirmed have contacted and invited UK Power Distribution and Peel Energy to attend NERSAP.

Action CLOSED	LR to contact Matrix and Peel Energy to determine contacts and invite them to future meetings.
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3.6 Website Development

LR has re-written the specification to incorporate suggestions made in the meeting. Also see main agenda Item.

Action CLOSED	LR to re-write website specification
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3.10 NERS Investigations

Suggested Amendments to wording in sections A1.4.1 and A1.8 of the Guidance Document have been made by LR. Panel accepted the changes.

Action CLOSED	LR to review and amend words in sections A1.4.1& A1.8 of the Requirements Document.
Action CLOSED	LR to develop process flow charts
Action	LR to update Requirements Documentation to reflect the changes

4. Review of the Minutes and Actions of the NERS Provider Forum dated 23rd February 2016

4.1 Integral Substations / Low smoke cables

Mel Swift updated the meeting. Mel had forwarded the information and LR have amended and issued.

Action CLOSED	LR to forward information once received from Mel Swift.
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4.2 Design Scope requirements for Unmetered Connections

With reference to the Forum action Ian Cairns agreed to discuss internally at NPG. Ian confirmed that this has not yet been discussed yet (15th March 2016).

Action	Ian Cairns to discuss internally at NPG to ensure that they understand the NERS requirements for unmetered connections.
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Action	LR to contact Brian Cutler to confirm whether he is aware that issue has been resolved with NPG
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5. DNO Code of Practice – Impact on NERS Requirements & Scheme

LR provided a draft report based on NERS statistics between 1st January and 1st March 2016. The NERSAP reviewed the information provided and asked that the following information could be considered to be included going forward:

- Increased detail on the deficiencies reported, especially any trends
- SSE information split between Southern Electric and Scottish Hydro Areas
- Details on the predicted number of surveillance visits (SV) programmed for the year compared with the actual number of visits completed.
- Details on Providers who do not stick to their SV programme and why this has happening

NERS processes are to be issued to the Panel

Action	LR to distribute reporting template and ask NERSAP members to specify their reporting requirements.
Action	NERSAP members to reply by 30 th April 2016
Action	LR to distribute NERS Processes to the Panel

6. Operational Scopes & ICP Distribution Safety Rules (DSRs)

Paul Smith and John Parry from WPD asked the question whether the NERS scheme provided due diligence such that a DNO could be assured that a Provider had the capability to undertake operational work. The Advisory Panel agreed that the model DSR's are the basis that all Providers should work from. Both DNO and Provider are required to work together on matters of safety. The particular concern is around local operational abnormalities and requirements being communicated, understood and implemented. The Panel asked LR to consider how this could be incorporated in the scheme.

Action	LR to review the current scope assessments to see how this can be incorporated as part of the NERS assessment of Providers.
Action	NERSAP members to specify their requirements to be included in the operational scopes. Requirements to be returned to LR by 30 th April 2016

7. Electronic Passports

A number of Providers are looking at introducing Electronic Passports. Panel agreed to set up a group to consider this. It will be made up of Mick Wood (Energetics), Paul Swift (Matrix), Dave Ball and an individual from Morrison's.

Action:	Meeting to be arranged for mid-April to determine minimum requirements.
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8. NERS Website

LR reported to the group that the cost of the changes to the website was to be £3000. The Panel suggested whether it was possible to fund this from ICP fees?

Action:	LR to investigate if the cost of the website can be met from NERS fees.
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9. Designer Steering Group

Panel agreed that it would be beneficial to line up NERS scopes to those proposed by The Designer Steering Group that work at 20kV be categorised as being at HV rather than EHV

Action:	Mike Bracey and Mel Swift to put proposal to the panel for suggested changes to definition of 20 kV work
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10. Self Determination of Point of Connection Scopes

The Panel requested that LR provide clarification on what the Self Determination of PoC scopes cover

Action:	LR to review scope documentation and amend accordingly
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11. Current NERS Documentation

The Panel requested that LR review the current Scheme guidance documents to ensure that they are clear and reflect the current scopes available.

Action:	LR to review Scheme guidance documentation and amend accordingly. These to include POC Scopes into the Scheme Requirements Document
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12. Any Other Business

Nigel Evans asked under what design and construction scopes should a cable fed Pole Mounted Transformer being assessed under?

Action:	LR to confirm what their interpretation of what scopes cover this work
Action:	DNO Representatives to confirm what their interpretation of what scopes cover this work

13. Current Status of NERS

	Previous	Current
Total Approvals	211	227
Full Approvals	48	43
Full/Partial Approvals	110	134
Partial Approvals	47	50
Suspensions	0	0
New Clients	15	20

14. Dates for next Meetings

Dates for the meetings of the NERS Provider Forum and NERSAP are:

NERS Forum – 5th July 2016, 1st November 2016
NERSAP – 19th July 2016, 15th November 2016