

## Minutes of the NERSAP Meeting

Lloyds Register EMEA, Birmingham on 15<sup>th</sup> November 2016

### Attendees:

Nigel Evans (Chair)	Scottish Power	<a href="mailto:Nigel.Evans@scottishpower.com">Nigel.Evans@scottishpower.com</a>
Dave Ball (Secretary)	Lloyd's Register EMEA	<a href="mailto:dave.ball@lr.org">dave.ball@lr.org</a>
Paul Wragg	Power on Connections	<a href="mailto:paulwragg@poweronconnections.co.uk">paulwragg@poweronconnections.co.uk</a>
Mike Bracey	Morrison	<a href="mailto:michael.bracey@morrisonus.com">michael.bracey@morrisonus.com</a>
Brian Hoy	ENWL	<a href="mailto:brian.hoy@enwl.co.uk">brian.hoy@enwl.co.uk</a>
Graham Smith	HEA/UCCG	<a href="mailto:grahamsmith@kier.co.uk">grahamsmith@kier.co.uk</a>
Paul Smith	WPD	<a href="mailto:psmith@westernpower.co.uk">psmith@westernpower.co.uk</a>
Ian Cairns	NPG	<a href="mailto:ian.cairns@northernpowergrid.com">ian.cairns@northernpowergrid.com</a>
Mick Wood	Energetics	<a href="mailto:mick.wood@energetics-uk.com">mick.wood@energetics-uk.com</a>
Steve Rogers	UKPN	<a href="mailto:steve.rogers@ukpowernetworks.co.uk">steve.rogers@ukpowernetworks.co.uk</a>

### Delegates –

Graham Cotton	ESP	<a href="mailto:graham@espipelines.com">graham@espipelines.com</a>
Mark Tanner	Power Systems	<a href="mailto:Mark.tanner@ukps.co.uk">Mark.tanner@ukps.co.uk</a>
Andy Thomas	SSEN – South	<a href="mailto:andy.thomas@sse.com">andy.thomas@sse.com</a>
Maryline Guinard	SSEN – North	<a href="mailto:maryline.guinard@SSE.com">maryline.guinard@SSE.com</a>

### Apologies:

James Veaney	Ofgem	Cathy Falconer	SSEN
Mel Swift	GTC	Colin Jamieson	ESP
Frank Welsh	UKPD		

## 1. Introductions

All attendees were welcomed to the meeting and apologies noted.

## 2. Review of the Minutes & Actions of the NERSAP Dated 19<sup>th</sup> July 2016

The minutes were accepted as an accurate record of the meeting.  
All items below are not main agenda items.

Any items that were “**CLOSED**” at previous meetings have been removed from the minutes.

## Safety Rules

Model DSRs have now been issued by ENA, details below:

<http://www.energynetworks.org/electricity/she/safety/model-distribution-safety-rules.html>

## Pole Mounted Transformers

NERSAP agreed that a limited scope extension t may be granted to Providers who have scopes for substation installation (HV) for the installation of cable connected Pole Mounted Transformer.

LR to continue to record this within the Provider's Notes on the website.

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

*LR confirmed that the approach under NERS is that erection of a pole mounted transformer requires the Provider to have the relevant overhead design and construction scopes.*

*The NERS Forum representatives unanimously supported this approach in their meeting (05/07/2016).*

*Only SPN had confirmed their approach. Remaining DNOs to confirm what scopes they would expect a Provider to hold to complete the work.*

Action: <b>CLOSED</b>	LR to confirm what their interpretation of what scopes cover this work
Action: <b>CLOSED</b>	DNO Representatives to confirm what scopes they would expect a provider to have to cover this work by 31st August 2016

## 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?*

*LR proposed that the £3000 of development costs for the website improvements was initially met by LR and that the cost would be recovered by an increase in the Surveillance Visit (SV) charges of £10.*

*This increase would be in place until the cost had been recovered and would then be removed.*

*The suggestion supported by NERS Forum and NERSAP also agreed.*

*LR to implement the changes and progress updates to the website.*

*NERSAP members asked that the specification for the website be re-circulated to the group to ensure that what was delivered could be verified against the agreed specification.*

Action:	LR to implement the £10 levy on NERS surveillance Visits. By 31 <sup>st</sup> August 2016
Action:	LR update website as per the agreed specification. Date for completion to be circulated by LR.

## Low Smoke Zero Halogen Cables

LR reported that since the last NERSAP the ENA had produced a guidance document, S39 which outlined the requirements for internal substations and distribution cables located in buildings.

After discussion NERSAP agreed that all LDNOs would provide Nigel Evans with details of their company's policy on cables within buildings.

*Nigel Evans explained that currently SPN's policy is that all cables to and from an integral substation must be LSOH construction. This has caused a number of issues for Providers and IDNOs when installing to the SPN network. Nigel has asked the DNOs and IDNOs NERSAP members to provide details of their company's policies and approach to cables in integral substations. Dave Ball informed NERSAP that an ENA working Group had been established to determine a guidance document specifically on integral substations.*

Action:	NERSAP members to provide details of their company's policy and approach to the types of cables installed in integral substations to Nigel Evans, by 31 <sup>st</sup> December 2016
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## AOB

LR confirmed that a new mailbox had been set up, address below. NERSAP discussed how it should be used. No consensus was agreed. NERSAP asked for requirements to be specified for using the mailbox.

*Nigel Evans asked that a specific mail box be established by LR so that LDNOs and other Providers can keep LR informed of any issues they may come across.*

Action: <b>CLOSED</b>	LR to establish a new mailbox for next NERSAP meeting in November.
Action:	NE and DB to meet and specify requirements and circulate to NERSAP by 30 <sup>th</sup> November 2016

### 3. Review of the Minutes and Actions of the NERS Provider Forum dated 1<sup>st</sup> November 2016

All items at Forum where agenda items except for following:

#### Design Scope requirements for Unmetered Connections

The issue with Design requirements for unmetered connections has still not been fully addressed. Graham Smith (UCCG) requested that NERSAP are asked to confirm what the requirements each DNO have for unmetered connections..

Action CLOSED	NERSAP to be asked to confirm what design requirements each DNO has for Unmetered
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	Connections
Action	NERSAP to specify what degree of design input is required for different levels of Unmetered Connections by 31st December 2016

### Northern Ireland Electrical Registration Scheme

LR updated the forum on progress of work in Northern Ireland. To date 12 Providers have been registered. The first provider is due to commence construction work in Northern Ireland.

The question was asked in the forum meeting by a number of individuals whether it would be beneficial to incorporate the Northern Ireland scheme into NERS. It was agreed that the request would be raised at NERSAP

Action	LR to raise the question of incorporating the Northern Ireland scheme into NERS with NERSAP at meeting on 19 <sup>th</sup> November 2016
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### AOB

The following issues were raised by attendees of the forum:

Peter Whittaker (Freedom) asked whether there was an intention to extend NERS to cover transmission voltage work (275 kV and 400 kV). It is believed that transmission work in Scotland may be opening to competition

Action	LR to raise the request at NERSAP to confirm whether Transmission work will be opening to competition in Scotland.
Action	LR to seek advice from NERSAP to understand the process of how to request that Transmission work is opened to competition.

John Mackenzie (IUS) asked the Forum if any of them had issues with SSEN changing their requirements for ICPs to provide their own legal consents.

Action	LR to contact SSEN's NERSAP representative so that they can discuss with IUS.
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Richard Linnell (Stormport) raised the issue that the current paper certificates issued by LR were only valid on the day of issue. He asked whether the Forum would investigate the option of making all scope certificates available on line.

Action	LR to raise request with NERSAP at meeting on 19 <sup>th</sup> November 2016.
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## NERS Website

See main agenda item.

### 4. Update on DNO Code of Practice

Maryline Guinard from SSEN presented details of the how DNOs comply with the Code of Practice and data on volumes for the period October 15 to March 16. See attached presentation.

In the presentation it was noted that a new Chair had been elected, Glyn Jones of Sterling Power. Mike Bracey requested that Glyn be invited to future NERSAPS and NERS Forum

Action	LR to invite Glyn Jones of Sterling Power to all future NERSAPS and NERS Forums
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### 5. Update on Operational Scopes & ICP Distribution Safety Rules

The working group ran through their proposed wording to NERSAP. NERSAP wanted a further definition to be produced that better matched the requirements of a number of LDNOs that do not have control on their LV networks.

Action	Working group to redefine the scope to include requirements for those DNOs who do not employ LV control
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### 6. NERS Investigations Procedure

The process produced by the working group was relayed to the group. Amended process to be produced by Dave Ball and passed to Mike Bracey for conversion into a Visio format.

Steve Rogers asked that a set of terms of reference and memorandum of understanding be put together for NERSAP investigations to protect any individuals who are asked to sit on the panel. The requirements of indemnity insurance will also need to be investigated.

*Cathy Falconer had requested that NERSAP review the processes for NERS Investigation and the Partial Accreditation of Providers.*

*The concerns with the current NERS Investigation process were agreed as being a lack of transparency, defined time lines and the reporting back to the complainant or host DNO. A working group is to be set up to look at these issues and produce a revised process. Volunteers for the working group were: Graham Smith (UCCG/Kier) Nigel Evans (SPN), Dave Ball (LR), Mike Bracey (Morrison,) Martin Crocker (UKPN).*

Action	Working Group to produce a revised process by 31st December 2016
Action	Terms of reference and memorandum of understanding be put together for NERSAP investigations

## 7. NERS Data

See attached data pack.

## 8. NERS Mailbox

The new mailbox has been set up by LR, the address is [NERS@LR.org](mailto:NERS@LR.org)

Brian Hoy wanted to better understand how the mailbox was to be utilised. Nigel Evans and Dave Ball agreed to put together a set of rules for using the mailbox

Action	DB & NE to put together criteria for use of the NERS mailbox. Criteria to be circulated to NERSAP by 31 <sup>st</sup> January 2017.
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## 9. AOB

### Northern Ireland Electrical Registration Scheme

Following the request at the NERS Forum the question of Northern Ireland Electricity Networks involvement with NERSAP was raised. The NERSAP discussed attendance of Northern Ireland Electricity Networks at NERSAP meetings. It was agreed that they could attend as an observer.

Action:	LR to invite NIEN representative to future NERSAP meetings, by 30 <sup>th</sup> November 2016
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Mike Bracey raised Designer Steering Group's concerns over the future of the work they had undertaken on designer competencies. The group had put the proposals to the Competition in Connection Steering Group for endorsement. The Competition in Connection Steering Group indicated that the agreement to include the proposals would sit with NERSAP.

Action:	LR to circulate the Designer Steering Group proposal to NERSAP members by 30 <sup>th</sup> November 2016.
Action:	NERSAP members to review documentation prior to next NERSAP meeting in order to discuss future implementation.

Steve Rogers raised the question of whether existing NERS Scope would cover Providers undertaking self-certification and self-auditing of their own works. It was agreed that the next meeting should include an agenda item to this effect.

Action:	LR to include as an agenda item on the next NERSAP on 14 <sup>th</sup> March 2017
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Brian Hoy asked the group to consider what the purpose of the NERSAP should be and asked the group to consider what proactive actions it should be looking at. He suggested an action plan for the next 12 months should be considered.

Action:	LR to email NERSAP members out by 20 <sup>th</sup> January 2017 to ask them to provide details of what items they wish to be included in a 12 month action plan.
Action:	NERSAP members to email their suggestions to LR by 16 <sup>th</sup> February 2017.

## 10.Dates of next meetings

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

NERS Forum: 28th February 2017, 4th July 2017, 7th November 2017

NERSAP: 14th March 2017, 18th July 2017, 21st November 2017