

**Minutes of the NERSAP Meeting**  
**IGEM House, Kegworth on 31<sup>st</sup> July 2018**

**Attendees:**

Nigel Evans (Chair)	SPEN	<a href="mailto:nigel.evans@spenergynetworks.co.uk">nigel.evans@spenergynetworks.co.uk</a>
Paul Costelloe (Secretary)	Lloyd's Register	<a href="mailto:paul.costelloe@lr.org">paul.costelloe@lr.org</a>
Karl Miller	Lloyd's Register	<a href="mailto:karl.miller@lr.org">karl.miller@lr.org</a>
Lewis Binfield	Murphy Power Dist.	<a href="mailto:lewisbinfield@murphygroup.co.uk">lewisbinfield@murphygroup.co.uk</a>
Mike Doward	ENWL	<a href="mailto:michael.doward@enwl.co.uk">michael.doward@enwl.co.uk</a>
Steve Rogers	UKPN	<a href="mailto:steve.rogers@ukpowernetworks.co.uk">steve.rogers@ukpowernetworks.co.uk</a>
Mel Swift	GTC	<a href="mailto:mel.swift@gtc-uk.co.uk">mel.swift@gtc-uk.co.uk</a>
Maryline Guinard	SSE-N	<a href="mailto:maryline.guinard@sse.com">maryline.guinard@sse.com</a>
Graham Smith	UCCG - HEA	<a href="mailto:graham@thehea.org.uk">graham@thehea.org.uk</a>
Mike Bracey	Morrison	<a href="mailto:michael.bracey@morrisonus.com">michael.bracey@morrisonus.com</a>
Paul Wragg	Power On Connections	<a href="mailto:paulwragg@poweronconnections.co.uk">paulwragg@poweronconnections.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>
Chris Roe	UCCG – EoN	<a href="mailto:chris.roe@eonenergy.com">chris.roe@eonenergy.com</a>

**Apologies:**

Stuart Monk	Murphy Power Dist.	<a href="mailto:stuartmonk@murphygroup.co.uk">stuartmonk@murphygroup.co.uk</a>
Frank Welsh	UK Power Distribution	<a href="mailto:frankwelsh@ukpowerdistribution.co.uk">frankwelsh@ukpowerdistribution.co.uk</a>
Eirwyn Thomas	Power Systems UK	<a href="mailto:et@powersystemsuk.com">et@powersystemsuk.com</a>
Colin Jamieson	ESP	<a href="mailto:colin.jamieson@espug.com">colin.jamieson@espug.com</a>

**1. Introductions**

All attendees were welcomed to the meeting and apologies noted. The meeting warmly welcomed Nigel Evans (Chairman) back after his unavoidable absence from the last meeting.

The Chairman asked for it to be minuted that NERSAP's thanks and appreciation go to Ben Wright - Service Delivery Support Supervisor at Lloyd's Register for his continued support of NERSAP and the NERS scheme in general.

Action:	<b>KM</b> agreed to contact Energetics in order to ascertain their intentions about future NERSAP attendance. <b>By end August 2018</b>
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**2. Review of the Minutes & Actions of the NERSAP Dated 20<sup>th</sup> March 2018**

2.1 NERS Website

Karl Miller gave an update on progress with this. The I.T. people are at the stage of User Acceptance Testing (UAT) and the meeting asked if they could be involved in this UAT.

Action:	<b>KM</b> agreed to ask Ben Wright to convene a webinar with some of NERSAP to demonstrate the features and capabilities of the soon to be launched website <b>before end September 2018</b> .
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## 2.4 Design Scopes for Unmetered Connections

Whilst previous actions under this heading were closed, PC asked for agreement on a form of words that could be inserted in the upcoming v7 of the NERS Requirements document that would describe the (limited) design capabilities expected of those ICP's engaged upon unmetered connections.

Action:	<b>PC, MB and GS</b> agreed to formulate the words for inclusion in 3.3.1 of the NERS Requirements document by <b>end of August 2018</b> .
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## 3. Review of the Minutes and Actions of the NERS Provider Forum held on 17<sup>th</sup> July 2018

### 8.1 NERS Passports

PC confirmed that there was a proposal by the NERS Forum to set up a Working Group aimed at reviewing Section 13 of the NERS Requirements document (Passports & Ongoing Competency Records). There were sufficient volunteers from the NERS Forum consisting of DNO/IDNO/ICP representative and PC agreed to select one more ICP.

Action:	<b>PC</b> to invite a further ICP and confirm to all volunteers that they are part of the Working Group. <b>By end of September 2018</b> .
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### 8.2 NERS Forum Meetings

The minutes were reviewed and further discussion took place on how the NERS Forum could be restructured to give the ICPs more opportunity to share their concerns and to raise issues that they considered important without being confined to an agenda produced by LR.

It was thought that because NERS covers such a diverse range of activities that some ICPs may not find a lot of the discussions relevant. Also, because engagement meetings were taking place between DNOs/IDNOs and ICPs it was thought that ICPs may not necessarily see the NERS Forum as the only route to engagement with the DNOs/IDNOs.

The meeting agreed that the NERS Forums could be reduced from three to two in 2019 and that other forms of involvement by LR (e.g. some of the above-mentioned engagement

meetings) would be explored whilst continuing to seek improved formats to the NERS Forum meetings.

Action:	<b>PC</b> agreed to put together a slide outlining the forthcoming changes to the NERS Requirements document which could be used at DNO/IDNO engagement meetings with the ICPs. <b>By end of August 2018.</b>
Action:	<b>PC/SR/GS/MS</b> agreed to put together a form of words to go with future NERS Forum meeting invitations to better describe how the meeting can benefit ICPs. <b>By end of September 2018</b>
Action:	<b>PC</b> to propose dates for only two NERS Forums in 2019 which would co-incide with two of the three NERSAP meetings in 2019 <b>as an agenda item for the November NERS Forum &amp; NERSAP meetings.</b>

#### 4. Proposed v7 of NERS Requirements Document

PC confirmed that the proposed v7 of the NERS Requirements document had recently been re-circulated to NERSAP members for comment following a review by the LR NERS Assessors.

Action:	<b>All</b> to submit any comments to PC on the recently circulated v7 of the NERS Requirements document <b>by 24<sup>th</sup> August 2018.</b>
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#### 5. Update on Competition in Connections Code of Practice

Since the last NERSAP meeting PC had been invited to be an Observer at the ENA CiC CoP panel meetings and thus had agreed to be the link between this group and NERSAP by way of reporting the work of the ENA group.

PC gave an update on a proposed Modification Proposal by PN Daly and it has since been agreed to set up an ENA Working Group for which volunteers had been sought. The proposal concerned the wording in 2.2.1 of the CoP which could be misconstrued to mean that the DNO is excluded from every single aspect and requirement of the CoP. This ambiguity could therefore allow a DNO not to provide Input Services on an equivalent basis which in turn could lead to distortion and/or prevention of competition.

GS gave an update on the UCCG's Modification Proposal which he had submitted and was aimed at clarifying the position with respect to G39 authorisations, which is worded currently to apply only where employers / employees work across one or more DNO / IDNO areas. This will align G39 authorisations within the CiC CoP with the key principles (self-authorisation or

DNO / IDNO authorisation) applying to ICPs (which was the original intent when discussed with Ofgem) and to extend competition and harmonisation to those employers / employees who work in only one DNO / IDNO area. In simple terms – if an employer can authorise an employee to carry out jointing onto the live DNO/IDNO network then that same employer must be empowered to authorise the removal of a DNO/IDNO fuse carrier within street furniture and for that employee to work within the vicinity of DNO/IDNO equipment. Suggested changes to the wording of the CoP in section 5.2.2 had been agreed by an ENA Working Group.

Next meeting of the ENA CiC CoP panel is 27<sup>th</sup> September 2018.

## 6. Designer Competency Working Group

The recently issued draft 'Governance of Network Design Competence' would be owned by the National Skills Academy for Power (NSAP). The next issue (v7) of the NERS Requirements document needs reference this NSAP document as examples of good practice.

Action:	<b>MB and MS</b> agreed to produce the form of words for the NERS Requirements document so that it references the 'Governance of Network Design Competence' document. <b>By End of August 2018</b>
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## 7. Update on Competency Working Group

Mike Bracey presented some work he had done as a means of introducing a standard of competency (and assessment) for jointers. This is attached below.



NERS - Authorisation Categorises.docx



060 Draft ICP LV Jointing Assessment 1

There is still some work to do on this and a decision about how it will be introduced, including appropriate timescales still needs to be made. LR could face criticism if it were introduced 'overnight' and the work is meant as an indicator of the direction of travel in terms of making jointer competency more prescriptive in the same way that operatives competency within the Gas Industry Registration Scheme (GIRS) is.

The meeting agreed that LR should have more power to veto (re) authorisations where ICPs are self-authorising their employees.

Some incidents in the ENWL area involving self-authorising ICPs were discussed

CR commented that there may be a few Assessing Officers/Authorising Officers who don't fully understand the implications of their actions in assessing/authorising some individuals and that some raising of standards is required.

## 8. Update on NERS Strategy Working Group

PC advised that one of the pre-requisites for a further meeting of this group was that LR were to come up with a proposal for reducing the number of NERS scopes. Ideas received so far include:

- Combining the LV Design scopes (Residential and Industrial/Commercial)
- Change Network Connections – Jointing (LV Mains & Services, LV Terminations) to become more simply Network Connections – Jointing (LV). Similarly the HV Network Connections scopes.
- Remove the Jointing (LV Dead) scope since part of checking for dead is in fact, live working.

It was suggested that this Working Group be re-convened in order to progress the above and other points arising from the last meeting.

Action:	<b>PC to arrange meeting before end of September 2018</b>
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## 9. Proposed Working Group – NERS Passports

It had been proposed at the July NERS Forum that a Working Group be set up to look at the subject of NERS Passports following the various pieces of legal advice that ICPs had received concerning GDPR and it was agreed that a request for volunteers to form a Working Group would be sought in order to specify requirements for NERS Passports especially in view of the move towards electronic passports and the consequent need to revise the NERS Requirements document (specifically section 13) accordingly.

Action	<b>PC to invite a further ICP and confirm to all volunteers that they are part of the Working Group. By end of September 2018.</b>
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## 10. NERS 12 Month Action Plan

The 12 Month Action Plan was reviewed and updated. This is embedded below:



Reviewed 12 Month  
Action Plan NERSAP J

## 11. NERS Statistics

Paul Costelloe presented the NERS statistics which had been updated to include March, April, May & June 2018. These generally demonstrated a continued good performance by LR in meeting the required number of assessments. More than the due number of surveillance visits

were carried out in May due to some assessors bringing forward surveillance visits due by June into May in anticipation of assessors annual leave in June.

The presented data is embedded below:



NERSAP Slides July  
2018.ppt

## 12. AOB

MD of ENWL raised some points for discussion:

- Competence of ICPs with 11kV scope undertaking Generator Connections
- People who have demonstrated inappropriate behaviours in the past. Should Lloyds be given more power to stop these people re-applying or to insist on an increased surveillance visit programme for those ICPs involved in incidents on the network.
- Should there be a more robust assessment on ICPs applying for scopes that involve self-authorisation? e.g. if they are operating to their own safety rules should Lloyds be checking these more thoroughly than the present charging structure allows in recovering the additional costs from the ICPs? Concern was raised about an ICP re-authorising their employee quite quickly following an incident.
- In line with the point above would it be appropriate for Lloyds to be involved in the incident report and provide assurance on the close out actions.

Action	<b>All</b> to consider how this discussion should proceed and consider what appropriate sanctions may be in order against those ICPs involved in incidents with the prime aim of encouraging the raising of standards. This will be added as an agenda item for the <b>next NERSAP meeting in November 2018.</b>
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MS suggested a review of the current Memorandum of Understanding to ensure it remains fit for purpose and proposed establishing a position of Vice Chair to support and deputise for the Chair when absent.

Action	This will be added as an agenda item for the <b>next NERSAP meeting in November 2018.</b>
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## 13. Dates of next meetings

Dates for the meetings of the NERS Provider Forum and NERSAP in 2018 are:

NERS Forum: 6<sup>th</sup> November 2018

NERSAP: 20<sup>th</sup> November 2018

The venue will be IGEM Offices, High Street, Kegworth DE74 2DA for 10:30am start

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