

Sixth GIRS UCP Forum
13 May 2008

Attendees:

Peter Glaholm
Keith Bird

LR
LR

Roger Collier
Shirley Course
Zenon Przbysewski
Louise Boccaccini
Eric Dodd
Stephen Murray
Andrew Little
Chris Joyce
Allan Davies
John Snelling
Paul Coombs
Tom Ainsley

Bethell Power Services
Independent Consultant
Murphy Pipelines
Primeshade Contracts Ltd
Wilcock Consulting
Fulcrum
PMI Denholm
CM Utilities
Inexus
Pipework GB
Primeshade
Clancy

Apolgizes :

John Hopkins
Steve Kirk
Steve O'Brien

Morgan Est
Uponor
Express Pipe

Minutes of the meeting:

1. Minutes of Previous Meeting – 15th January 2008

The minutes were discussed and agreed as correct

2. Actions from last meeting

2.1 GIRS UCP Representation on GIRSAP

LR were again required to present the UCP Forum requirement that representatives of the forum attend the GIRSAP. The proposed Forum representatives were Shirley Course and Les Thomas.

GIRSAP were of the view that the process of participation in the GIRSAP by Forum representatives in relation to specific issues was appropriate but that attendance at the full meeting was not necessary.

The Forum reiterated their view that the GIRSAP stance was difficult to justify particularly as the NERSAP and the WIRSAP both accepted permanent representation by the respective forums.

ACTION: Shirley Course agreed to write a letter to GIRSAP outlining the GIRS UCP views.

2.2 SCO Registration

A decision on whether the National Database was to remain in force was still awaited. UCPs stated that they were presently registering in each of the DN areas and although this wasn't ideal it was working at present.

ACTION: LR to monitor with GIRSAP.

2.3 Appropriate Sites presented for Surveillance Visits

The GIRS UCP's were required to ensure that only site which adequately reflected the accredited scope of work should be presented during GIRS Surveillance Visits. In addition UCPs were requested to inform their LR nominated assessor for all non routine connections and where possible these would be subject to a surveillance visit. LR also stated that the full scope of approval would need to be witnessed over the period of certification.

ACTION: Ongoing

2.4 New Scheme Requirements Document

LR reported that the new scheme requirements document had been presented to the GIRSAP for ratification. GIRSAP members had made various comments and these were being incorporated into the document and it would be presented at the next GIRSAP. Following this it would be made available on the website.

Action LR to present revised document at next GIRSAP then make available on website.

2.5 Expiry of GD/GNO cards

GIRS UCP's should ensure that the GD/GNO cards for site operatives are in date or provide evidence that the renewal process has been completed by them and that they are awaiting the new cards from EUSR.

Action ongoing

2.6 Transmittal of Completion Files

The IDNs in attendance at the GIRSAP had agreed to consider adopting an email receipt procedure now adopted by NG to limit confusion amongst all parties as to completion file status. UCPs stated that this would be welcome.

Action ongoing

2.8 Competent Person Registration

UCPs were concerned that NG were not always available to witness connections in order that the UCPs could gain CP status for their nominated staff. LR raised this point at the GIRSAP and NG stated that they would review process and revert

Action Ongoing

3. Review Minutes of Last GIRSAP, 21.02.08

The minutes of the GIRSAP were reviewed and UCPs commented that, in some cases, there had been very little movement in resolving actions. This was often because members of GIRSAP were absent from meetings. UCPs asked LR to request GIRSAP to expedite actions where possible. This was one area where UCPs felt that UCP representation on GIRSAP would be beneficial.

ACTION. LR to progress with GIRSAP

4. AOB

UCPs had no other business to raise

5. Time and date of next meeting.

The next GIRS UCP Forum is scheduled for 24 September 2008 at the LR Coventry offices.