

GIRS Advisory Panel Meeting

21.02.08

10.00 am

In attendance:

Tony Nixon	National Grid (Chair)
Terry Mundy	Lloyds Register
Peter Glaholm	Lloyd's Register
Ian Smith	IGEM
A Fitzgerald	Wales and West Utilities
Phil Casper	British Gas New Housing

1. Apologies:

Roger Morgan	Ofgem
Tony Pearson	Northern Gas Networks
John Dale	GTC Pipelines
Phil Burnett	EUS
Leigh Keegan	Scotia Gas

2. Minutes of Previous Meeting – 28.11.07

Minutes discussed and agreed as correct.

3. Matters arising from minutes

3.1 SCO Issues

PB to feedback outcome of the Network Collaboration Forum where the final decision would be made as to whether to retain the national data base or not.

PB not in attendance and action carried over

3.2 Managers/ Supervisors Training Course

EUS agreed to endorse the Developer Managers Supervisor's course for supervisors who have experience in other utility sectors but not gas, this was a legacy issue as GWINTO had previously approved the course. However it was pointed out that EUS concentrate their efforts on the outputs from a course which should be fixed (NVQ Level 3) and not necessarily the course content.

PB stated that EUS would have an endorsement process for courses by the summer of 2008

PB

3.3 Standards

GL6 – revision has been issued for comment. An issue was raised as to whether GIRS should adopt the network standard or the GL6 standard which is currently the higher standard and the one that is used as the criteria for assessment by GIRS – this requires resolution

GIRSAP

TD 13 Ed 2 – This is due for review and any nominations from GIRSAP would be welcome.

GIRSAP

3.4 Transmittal of completion Files

The IDNs in attendance at the GIRSAP agreed to consider adopting an email receipt procedure now adopted by NG to limit confusion amongst all parties as to completion file status.

IDNs

3.5 Competent Person Registration

UIPs were concerned that NG were not always available to witness connections in order that the UIPs could gain CP status for their nominated staff. NG stated that they would review process and revert

NG

Action carried over

3.6 Design Competence

EUS stated that the ECITB have introduced a level 3 competency assessment for the design of networks and this has been supported by WIRS. It was proposed that the qualification should be reviewed by GIRS as an alternative to the current level 4 NVQ. EUS will make the criteria available for issue with these minutes.

GIRSAP

GIRSAP to consider recognition of the level 3 – status of training provider approvals for competency process to be established with EUS

Action carried over

4.0 Main Agenda Items

4.1 Review of GIG 2

A revised version of GIG 2 was presented to the GIRSAP, the purpose of the revised version was to facilitate standardised formatting and terminology between the guidance documents which serve the gas, water and electricity sectors, to ease the way for multi utility recognition.

LR

It was agreed that the revised guidance document should be issued to GIRSAP members with a view to receiving first responses by the end of March and then to revise the document in line with responses with a view to receiving the second responses by the end of April. A synopsis of the changes and reasons for change to be included with the issue of the

document.

It was emphasised that there were no changes which impacted on the technical integrity of the scheme.

4.2 Notable deficiencies Identified during review period

Team Leader did not have a valid service laying card (work stopped until team leader with valid card made available on site)

No electro fusion clamp used on 32mm Elbow (2nd occurrence with same company)

63mm PE main being installed by GD4 qualified personnel

Pressure relief valve on test equipment did not operate

Method statements available on site dated Jan 2005

A discussion took place as to the escalation process that should be adopted in terms of audit if systemic problems are identified during surveillance audits or if there are persistent major deficiencies. Consideration to be given by GIRSAP to justify an escalated audit regime as a result of systemic issues.

GIRSAP

LR to identify the process that has been developed in the electrical sector at the behest of Ofgem to justify, on a national basis the level of audit applied to any one ICP.

LR

4.3 Standards Update

TD 13 will be subject to review and some support from GIRSAP members welcome

GIRSAP

4.4 Gas Assistant Anomaly

There is an anomaly between the requirements of a new employee as the third man in a team as set out in GIG 2 and those defined in the guidance notes which appear on the LR website.

Gig 2 states that all personnel must have SHEA 9(Gas) and completed stages 1 to 4 before they can participate as the third man whereas the guidance document introduces a second category of assistant with a

different set of requirements.
EUS to be consulted as to the reason for the introduction of the additional category

**PB
GIRSAP**

4.5 Lloyd's Register Report

Lloyds Register Progress Report

Current Status:

– Full accreditation	36
– Full/Partial accreditation	9
– Partial accreditation	7
– Total	52
– CNR(B) Full accreditation	10
– CNR(B) Partial	5
– UIP's under assessment	-
– UIPs accepted quotation since last meeting	2

6.0 Review of UIP Forum Minutes

6.1 UIP Attendance at GIRSAP

The UIPs were keen to have permanent representation on the GIRSAP and both Shirley Course and Les Thomas were nominated for this role. The GIRSAP were still of the view that the precedent established at this meeting of having UIP representatives involved in the meeting through a conference call for specific issues worked well and were happy that this process should continue but felt it unnecessary for UIP representatives to attend the full meeting.

6.2 SCO Issues

There were concerns about the variations in approach adopted by different DNs. GIRSAP were of the view that whilst there may be slight differences in interpretation, the documented requirements are common to all DNs. Where there are instances of differing standards/criteria applied by a DN these should be highlighted by the UCP Forum.

Version 1.0

8.0 Next Meeting

21st May 2008

