

**Minutes of the 29th NERS Advisory Group Meeting
Held at LR Offices, Coventry on 9th December 2009**

Attendees:

Mike Cahill	Lloyds Register EMEA – (Chair)
Martyn Speight	Lloyds Register EMEA
Paul B Smith	Western Power Distribution
Ian Cairns	CE Electric
Steve Bolland	Aslec
Bob Burnham	Morrison Utility Services
Eirwyn Thomas	PowerSystems UK Ltd
Chris Bean	Power on Connections

Apologies:

Stephen Slavin	United Utilities
Martin Gillick	Scottish & Southern Energy
Bill D'albertanson	EDF Energy
Ian Oliver	Central Networks
Kevin Smith	Scottish Power/Manweb
Andy Dresser	GTC
Colin Jamieson	ESP Electricity
Robert Waythe	Envoy
Roger Morgan	Ofgem

1.0 Introductions

Martyn Speight has recently been appointed to deputise for Peter Glaholm for schemes related issues and should be contacted when Peter is not available. Martyn's contact details are e-mail martyn.speight@lr.org, mob 07733301028.

2.0 Review of the minutes of the NERSAP Meeting of 9th September 2009

The minutes of the NERSAP meeting dated 9th September 2009 were accepted as being correct.

3.0 Review of actions from the NERSAP meeting of 9th September 2009

3.1 Extension of Cable Installation Scope of Work to Include Mains/Sub Mains Cables Within Flats

There was a view that the document G87: Specification for the Installation of Mains/Sub mains in Flats, had now been approved. LR will attempt to obtain and view the document and then propose how this will affect the NERS scheme. If it is only a guidance document and in the absence of formal DNO standards then it may not be possible for LR to consider whether there is a need for a cable laying scope specifically geared to cable installation in flats.

Action: LR to view the G87 document and make proposals to NERSAP

3.2 Reporting of Accidents and Incidents

All present were supportive of the principles of reporting accidents and incidents to LR in order to provide access to all NERS Registered UCPs and DNOs/IDNOs. LR advised that so far they had not received any reports. LR have issued a template and members of the panel were invited to comment before the next meeting. No comments have been received.

It was suggested that during visits to UCPs the LR assessors could help promote the scheme by discussing details of recent incidents and supporting reporting.

Action: LR to advise Assessors that during visits to UCPs, where possible, to discuss recent incidents and support the sharing of relevant information with the wider community.

3.3 NERSAP Memorandum of Understanding

LR mentioned that some DNOs/IDNOs had not signed the MoU. LR will confirm to those who have not yet signed the MoU and they will be requested to progress this within their respective organisations and ensure that the signed copies were returned to LR.

Action: DNOs/IDNOs to return signed copy of MoU.

3.4 Financial Checks on UCPs

In response to a request at the last meeting LR confirmed that they undertake checks on companies applying for NERS registration. These are intended to ensure that the UCP is financially sound, however, it is done primarily with regards to the risk exposure to LR. The DNOs present confirmed their acceptance of this and also confirmed that they also undertake their own financial checks for their own purposes.

4.0 Status of NERS

LR advised the number of NERS approvals:

Total NERS approvals	95
Full NERS approvals	45
Full/Partial NERS approvals	38
Partial NERS approvals	12
New NERS applications	6

5.0 Status of Live Working Trials Update

It was agreed that this would be removed as a standing agenda item and replaced with an update on the National Working Group for Final Connections. Chris Bean provided an update with reference to the minutes from the UCP Forum dated 17th November 2009. A further update was provided as follows. The sub-group has been working on preparing common processes and will report to the main group on the 6th January 2010.

6.0 Review of the Minutes of the UCP Forum held on 17th November 2009.

The actions from the UCP Forum dated 17th November 2009 were reviewed. Under item 2.2 – Access to the Model Distribution Safety Rules, it was suggested that the statement that the UCPs need to check their compliance should be amended as some UCPs may not be utilising the model safety rules.

Action: LR to amend the draft UCP minutes prior to final issue.

7.0 Any Other Business

7.1 DNO Approval for UCP Sub-Contracting Work

The Aslec representative asked if it was acceptable for DNOs to insist that a UCP obtain approval prior to using a sub-contractor. NERSAP agreed that this would be normal and allows the DNO to check the status of the sub-contractor on the LR NERS database prior to the providing approval.

7.2 Distribution Safety Rules

The Aslec representative raised concerns regarding different practices for live jointing trials with some DNOs specifying UCP DSRs and some specifying that their own DSRs be used. Live jointing is included within the National Working Group for Final Connections and this will be covered during this agenda item at future NERSAP meetings.

The Aslec representative also supported a move towards a national standard set of DSRs. This has been debated many times in the past at NERSAP and whilst the benefits are obvious there are reasons why DNOs have developed their own DSRs as they have done.

7.3 UCP Performance

The CE Electric representative mentioned that there had been an increase in site defects which appeared attributable to UCPs losing teams during the downturn and now employing new teams. It was agreed that further details would be provided to LR for consideration during surveillance visits.

Action: CE Electric to provide defect details to LR. LR Assessors to take into consideration during surveillance visits.

7.4 NERS Scheme Governance

LR mentioned some of the improvements they were making to the governance arrangements for the utility schemes. Some of the improvements included the arrangements for managing surveillance visits and renewals. There is also an intention to update the LR NERS web-site to include expiry dates. LR also intend to update the scheme documents to detail arrangements for maintaining surveillance visit programmes and ensuring that scheme renewals were done before accreditation expiry dates. Any required changes to the NERS scheme documents would be discussed at future meetings.

In response to a question from a UCP representative about their preference to retain accreditation against “infrequently used (or rare) scopes” when the scheme rules otherwise called for accreditation status to be dropped to Partial LR said that they would be considering this issue when drafting scheme operating rule amendments.

One of the UCP representatives requested if it would be possible to search the NERS listing by company name.

Action: LR to investigate if the NERS web-site can search on company name.

8.0 Time and date of next meeting.

It was agreed that the next NERSAP would be held at 10.30 am on Wednesday 14^h April 2010.