

# Isolations for Safe Working (ISW)

## Working Group Draft Minutes

Meeting 01

23 September 2019 at 10:30

ElectraLink, Northumberland House, 303-306 High Holborn, London, WC1V 7JZ

Attendee	Representing
David Brown [DB]	E.ON
Dave Wright [DW]	NPower
Frank Bertie [FB]	NAPIT
Gillian Groundwater [GG]	SSE
Ian Crawley [IC]	SSEN
Jane Eccleston [JE]	ENWL
Joanne Fallows [JF]	ENWL
Kevin Liddle [KL]	Northern Powergrid
Martyn Allen [MA]	Electrical Safety First
Paul Abreu [PA]	Energy Networks Association
Peter Waymont [PW] (t-con)	UK Power Networks
Richard Brady [RB]	Western Power
<b>Secretariat</b>	
Darta Valtere [DV] Chair	ElectraLink
Graham Hall [GH] Secretariat	ElectraLink
Tim Hipperson [TH]	ElectraLink

## 1. Welcomes and Apologies

---

- 1.1 The Chair welcomed attendees to the 1<sup>st</sup> Isolations for Safe Working working group meeting, noting the apologies received from Richard Hill and Gavin Service.
- 1.2 The Working Group agreed to act in accordance with the terms set out in the DCUSA “Competition Law Guidance”.

## 2. Terms of Reference Review

---

- 2.1 The Chair noted that the aim of this Working Group is the identification and evaluation of current processes for provision of main supply electrical isolations for safe working on consumers’ electrical installations.
- 2.2 The scope of work undertaken by the Working Group is limited to understanding the current processes for providing isolation services to consumers and identifying whether they are fit for purpose and if not, considering and agreeing any improvements that should be made to improve customer service and more importantly to encourage safe working. The group’s activity will not cover business specific provision of main supply isolations process implementation issues. It is not envisaged that there will be any cutover with activity covered by Meter Operators and arrangements under MOCOPA. Dependant on the nature of identified issues, some cross-group collaboration may be required. The scope of work undertaken by the Working Group is limited to provision of main supply that the scope of the working group is to Group agreed with the Terms of Reference remit.
- 2.3 The objectives of the Working Group are to:
  - Identify issues, difficulties and impacts from the existing processes for the provision of main supply electrical isolations
  - Prioritise identified issues into the Work Plan
  - Act as the pre-modification process for issues relating to provision of main supply electrical isolations
  - Develop strawman Change Proposal(s) to rectify identified issues while considering all the possible impacts on DCUSA parties
- 2.4 The Working Group shall provide updates to the DCUSA Panel following each meeting in the form of a ‘Headline Report’, (which will be presented by the Chair) which shall include:
  - Confirmation of the Working Group’s members;
  - Evidence of how each of the objectives have been, or will be, met;

- A summary of the assessment of issues and any conclusions drawn thus far; and
- Confirmation of further work to be undertaken.

2.5 The Group agreed with the Terms of Reference.

### 3. Work Plan Review

3.1 The Chair noted that six working group meetings had been agreed with DCUSA Panel, with this initial meeting designed to agree the terms of reference, set out a work plan and discuss any related issues.

3.2 The following work plan was agreed

ISW 01	Monday 23 of September 2019	Workplan agreement and initial issues
ISW 02	Monday 21 October 2019	RFI and process issue mapping
ISW 03	Monday 25 November 2019	Drafting of solution options
ISW 04	Monday 13 January 2020	Industry Consultation
ISW 05	Monday 24 February 2020	Summary of responses and draft proposals
ISW 06	Monday 23 March 2019	Draft solution proposal/ closure report

### 4. Isolations for Safe Working current process and issues

4.1 PA advised that DNOs at present are not allowed to instruct or permit planned isolations to any company. PA also noted that the duty holder responsible for providing a planned isolation of supply to a customer under the Electricity Safety, Quality and Continuity Regulations (ESQCR) would be the Supplier not the DNO. The DNOs are only allowed to interrupt supply for safety or emergency reasons, however at no other time does it have the right to intervene, including a planned interruption. DNOs do not object to an alternative arrangement in the future, however the liabilities and duty holders need to be identified clearly.

- 4.2 The Group noted that ESQCR 25<sup>1</sup> (Connections to installations or to other networks) should be looked at to determine what provisions or allowances they include. The Group agreed that it would be beneficial to invite a revenue protection individual to join the working group in relation to this.

**ACTION ISW 01-01 – ElectraLink to invite a representative of the Revenue Protection Agency individual to join the working group.**

- 4.3 It was also noted that BSCP514 – SVA Meter Operations for Metering Systems Registered in SMRS<sup>2</sup> should be looked at, and in a general sense relevant clauses and regulations need to be reviewed to understand the impacts and responsibilities contained within those.

**ACTION ISW 01-02 – ElectraLink to review different regulations and clauses, such as ESQCR25 and BSCP514.**

- 4.4 DNO members noted that an end to end process should be added to the scope of the working group as engineers on the ground need to be aware of the regulations. PA noted that this would be mentioned at the next STIG meeting as ENA have an app that could be beneficial to engineers.

**ACTION ISW 01-03 – End to end process to be added to the scope of the working group**

- 4.5 PA noted that the option to make the current process work would inevitably involve some obligations or licence conditions being placed on Suppliers. The more difficult method will be to look at the whole governance and change legislation at some stage in the process, which could be time consuming.
- 4.6 The Chair noted that it would be beneficial for DNOs to provide information of what they currently do, and a Request for Information (RFI) could be sent to Suppliers asking them to provide their current processes for de-energisations, including details for authorisations and timescales. It was agreed to also ask whether Suppliers would have any objections to setting up a MOCOPA-like scheme for Supply isolations. It was noted that this would need to be in the form of an RFI for suppliers and should also request information. The Chair agreed to draft an RFI and circulate it with the Group in advance, upon agreement this would be sent out to all DCUSA managers.

**ACTION ISW 01-04 – DNOs to provide information of their current processes**

**ACTION ISW 01-05 – ElectraLink to draft an RFI requesting Suppliers to give information of their current processes for isolations and any objections they may have to setting up a MOCOPA-like scheme.**

---

<sup>1</sup> <http://www.legislation.gov.uk/ukxi/2002/2665/regulation/25/made>

<sup>2</sup> <https://www.elexon.co.uk/csd/bscp514-sva-meter-operations-for-metering-systems-registered-in-smrs/>

- 4.7 The Chair noted that the next meeting would be focused on reviewing the relevant legislation. If a six-week deadline was placed on responses to the RFI it would be beneficial to have the third meeting focus on reviewing the responses. The following meeting (the 4<sup>th</sup> meeting) would then focus on developing options within the industry.

## 5. Future Working Group Meetings

---

- 5.1 The Group agreed to meet at monthly intervals with the exception of December and agreed to the following dates for the five remaining working group meetings.

ISW 02	Monday 21 October 2019
ISW 03	Monday 25 November 2019
ISW 04	Monday 13 January 2020
ISW 05	Monday 24 February 2020
ISW 06	Monday 23 March 2019

- 5.2 The Chair confirmed that all meetings would begin at 10:30 and would take place at ElectraLink's offices with the exception of meeting 03 on 25 November which will be held at a venue in central London to be announced.

## 6. AOB

---

- 6.1 The Chair queried whether members had any other business to raise. No items were raised.

## 7. Next Meeting

---

- 7.1 The Chair confirmed that the next ISW working group meeting will be held on 21 October 2019 at ElectraLink Offices, Northumberland House, 303-306 High Holborn, London, WC1V 7JZ.