

Minutes of the WIRS Advisory Panel Meeting 23rd November 2022 1000hrs (via Microsoft Teams)

Attendees:

Mark Whitehouse – LRQA (MW)
Ben Brownbill – Infrastructure Gateway Ltd. (BB)
Lee Crabtree – HVSS Ltd. (LC)
Ray Jordan – South East Water (RJ)
Bill Jones - BJ Utilities Ltd. (BJ)
Nick Mahoney – Wessex Water (NM)
Steve Walmsley – Severn Trent Water (SM)

Apologies:

Peter Blackburn – Severn Trent Water (PB)
Mike Sloan – South Staffordshire and Cambridge Water (MS)
Tim St. John – Bristol Water (TSJ)
Mark McCullagh – Scottish Water (MMcC)
Andrew Carter - LRQA (AC)

Action List:

Action	Date	Action
1	26/03/2019	Standardisation of Auditing MW stated that IAuditor is now in place with LR(QA) and that a meeting will now be setup in the early new year to progress with Water Company's. 23/03/22 - Working party to be convened by the end of May 2022 to work on auditing standards. The following people were proposed: NM, PB, BB, TSJ, BJ and DT. MW to progress. 23/11/22 - MW to send out an email meeting invite for a meeting to be setup for mid-March 23.
6	21/07/21 23/11/22	Barrier pipe and DCS - Action MS to progress via NCC and feedback at the next meeting. STW/Wessex – WIP 23/03/22 - TSJ/MS stated that the next NCCM meeting was to be held this afternoon (23/03/22) and that this would be added to the agenda for feedback (MS). 23/11/22 - Action for TSJ to progress this issue at the NCC/Adoption Panel and feedback at the next meeting.
8	21/07/21 23/03/22 23/11/22	Commissioning of water mains & draw off - MS to take to the NCC panel as an agenda item to formalise a response and feedback at the next meeting. Flushing should be included as a standard item within the DCS documents as there was no consistency. MS/TSJ to report back on progress with wither the NCCM or Adoption Code Panel. 23/11/22 - TSJ to take this action to the next NCC and Adoption Code panel meeting for discussion, progress and feedback. Also, for TJS to review the Water for Scotland Requirements document.
11	30/11/21 23/03/22 23/11/22	Standards for Pressure Testing and Chlorination. MS to progress at the NCC and report back to the next WIRSAP (agenda item 3ii). Standardisation of pressure testing and chlorination. WQ group to speak to the NCCM, what is happening here and what needs sorting. MS to invite DMcG to the next NCC meeting as an agenda item and report back at the next meeting. 23/11/22 - TSJ to take this action to the next NCC and Adoption Code panel meeting for discussion, progress, and feedback.
12	30/11/21 23/11/22	All WIRSAP members – What does the WIRSAP want in terms of reportable metrics? WIRS Metrics MS/TSJ to raise the issue of WIRSAP metrics at the NCC and report back at the next meeting on progress. 23/11/22 - Action for TSJ - Date in the diary required for the WIRSAP Forum in March 23, i.e. what do the Water Companies want in terms of data?
16	23/03/22 23/11/22	L5 DSM qualification. Waste and potable parts of developer services could be separated as part of this qualification/ Water company adoption of this qualification? Action for DMcG to feedback on this issue at the next meeting. 23/11/22 - MW to speak with DMcG and include as a separate agenda item at the next meeting regarding a presentation to the WIRSAP forum.
17	20/07/22	Gas installations and clearances – Cedent MS-1. Action - MW/AC to speak with LRQA management (Bernie Woods), to progress this issue/way forward with GIRSAP and NERSAP.
18	20/07/22	DCS documentation changes.

	23/11/22	Action Agenda items for WIRSAP and WIRS UCP forums - Collate for the September Adoption code panel meeting for changes to be made for the new year. Action -All WIRSAP members to provide MW/TSJ with issues to be progressed by TSJ at the next Adoption Code panel meeting in September.
19	23/11/22	The requirements for pressure testing of DI/CI and Strap Ferrules should be tabled, discussed and agreed at the WIRSAP forum. Whilst this is happening, LRQA will require a pressure test to be completed prior to any UPT connection under the CRUPC scope for any material. Action – TSJ to raise at NCC Meeting, and to be included in all Water Companies DCS to be progressed and added to list for future Adoption Code Panel meetings (See 18 above)
20	23/11/22	Regulation 31 Approved Material Requirements. Action TSJ to raise with NCC and consultation periods relating to implementation of changes.
21	23/11/22	Consultation and notification to SLP's with respect to individual water companies process changes, notice periods of implementation and any DCS updates. Action TSJ to raise with NCC and consultation periods relating to implementation of changes (See 20 above)

Minutes of Meeting

1. Welcome, introductions and apologies (including identification of matters to be raised by WIRSAP members)

No items raised or recorded at the start of the meeting.

2. Review minutes and actions from last WIRSAP Meeting (on 23rd November 2022)

Action 1) Standardisation of Auditing. MW proposed to send out and email invite to a meeting for mid-March 2023.

Action 6) Barrier pipe and DCS updates. Item raised by MS at the NCC, no feedback received, NM stated that it was included within Wessex Water's DCS. Action for TSJ to progress this issue at the NCC/Adoption Panel and feedback at the next meeting.

Action 8) & 11) Commissioning of water mains, Pressure testing and Chlorination. MW explained that the WQ group required progress on this and that he had had no luck contacting the chair of the Adoption Code panel regarding the progress of this. Action for TSJ to take this action to the next NCC and Adoption Code panel meeting for discussion, progress and feedback. Also, for TJS to review the Scottish Water Requirements document.

Action 12) To be discussed at next NCC meeting and follow up at next WIRSAP meeting March 2023.

Action 16) L5 DSM qualification. Info only. MW to speak with DMcG and include as a separate agenda item at the next meeting in March 2023 regarding a presentation to the WIRSAP forum.

It was agreed that the minutes from the 20th of July were true and accurate.

3. Review of WIRS Forum Meeting (on 11th November 2022)

Action 12) DMEX assurance by Water UK. Info only -MW stated that this was about the need for scrutiny of the Water UK Developer Services tables (LoS). Outstanding action for MW to contact D. Strang.

Action 14) Action for MW - Date in the diary required for the WIRSAP Forum in September/October to ascertain auditing standards, i.e. what do the Water Companies want in terms of data? (group volunteers NM, PB, BB, TSJ, BJ and DT). To be moved to mid-March 23.

Action 15) Pressure testing and chlorination (see actions 8 & 11 from the WIRSAP – TSJ to progress.

4. Issues for discussion

4.1. Pressure Testing of DI/CI Under Pressure Tee's (UPT's)

The issue was tabled whereby water companies DCS documents did not specify implicitly the need for a pressure test for CI/DI UPT installation and that was no consistency. It was stated that HyRam user instructions recommended a pressure test prior to the drilling of a branch connection but did not specify any parameters. Should the 'best practice' be a requirement and should this be detailed within the DCS document.

It was stated that Yorkshire Water (YW) already had a UPT standard which specified the YW requirements or a pressure test.

BB stated that his company complete A 12Bar for 10 mins test (open and closed valve).

It was also tabled that the pressure test issue should also encompass metal strap ferrules. TSJ to progress with NCC.

4.2. Regulation 31 Approved Materials

BB raised an issue in AW whereby AW are now asking for all 'Materials in Contact' with water per project/job including a list of all Reg. 31 WRAS No's and BS No's. This appears to have been brought about by AW whereby materials supplied for a 'one off' specialist fitting procured AW did not have the relevant WRAS No. for the internal coating and was now applying this to all materials supplied and used on their network. However, materials procured by SLP's are not 'one off' specialist supplied material but bulk supply items that are procured through major companies. BB stated that this requirement needs to be listed within the respective Water Companies DCS as extra manpower requirements were being considered. MW stated that Water UK need to be more involved from a consistency perspective. JP stated that this issue showed a lack of understanding of the WIRS requirements. Action TSJ to progress with NCC.

4.3. Consultation and notification to SLP's with respect to process changes/documentation and DCS updates.

It was discussed that Water companies were introducing changes to their processes and procedures and DCS documentation need to give notification period to SLP's of changes prior to implementation (timescale to be agreed) to enable them to implement the change within their own processes rather than have these sprung on them with no notice or any possibility of meeting the new requirements. In addition, how to Water Companies communicate these changes to all SLPs' and not just the SLP's that they interact with on a daily basis? TSJ to progress with NCC.

5. A.O.B

No A.O.B raised

6. Next WIRSAP Meetings

Date of next WIRSAP Meetings 2023 to be advised.