



Lloyd's Register EMEA Utilities Group

NERS Registration Scheme

Partial Evaluation of: Approved Power Services Ltd

ICP Reference No: PRJ1109997926

Date: 11th June 2019 Report N° APS 01/02

Company Name:	Approved Power Services Ltd 77-81 Corporation Street St Helens WA9 3AP
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Contact Name:	Paul Oakes
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Evaluation Date/s:	11 th June 2019
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Evaluation carried out by:	Michael Proctor
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Accreditation scopes requested: Construction Scopes Cable Laying - 11kV, 33kV, 66kV, 132kV Excavation and backfill to tile tape level (Civil Work) - as relevant to the scopes above Cable jointing - 11kV, 33kV, 66kV, 132kV Substation installation - 20kV, 33kV, 66kV, 132kV
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Areas of work assessed in this evaluation: Management systems relevant to above requested scopes.

Brief description of ICP: Approved Power Services Ltd (APS) are an established utilities construction company with many years' experience working for other suitably NERS accredited providers and directly for Distribution Network Operators. APS would like to expand their business into the competition in connections arena in sub-station installation, cable jointing and cable laying up to and including 132kV. The current management team are very experienced in delivering turnkey EHV projects throughout the UK and off shore. APS have ISO 9001, 14001, 18001 accreditations including Achillies.

ICP personnel (including consultants) providing input into the assessment Andrew Oakes - Office Manager Drew Hamill - SHEQ & HR Manager David Oakes - Operations Manager Claire O'Rielly - H & S Consultant
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Prepared:	Reviewed & Approved for issue by:
Michael Proctor	Paul Costelloe

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SECTION 1: SUMMARY FINDINGS

This summaries the number of deficiencies identified within each section of the report:

Section Ref		Major Deficiencies	Minor Deficiencies
2	ICP Responsibilities	0	0
3	Scopes		
	3.1 Design	N/A	
	3.2 Project Management	N/A	
	3.3 Construction	0	0
4	Role Competency Requirements	0	0
5	Sub-contracted Work	0	0
6	Methods of Working	0	0
7	Work Issue and Control	0	0
8	Audit	0	0
9	Contract Document and Record Control	0	0
10	Legislation, Standards and Guidance	0	0
11	Quality and Safety Systems	0	0
12	Human Resource Procedures and Training	0	0

SECTION 2: ICP RESPONSIBILITIES

		Compliant	
		Y	N
2(a)	ICP understands their responsibilities for working in ways which comply with the scheme requirements	✓	

Comments

APS Ltd understands their requirements under NERS and has all the formal procedures in place to demonstrate this with the exception of defined roles appointed (see notes in section 4).

A	Major Deficiencies Identified: None
B	Minor Deficiencies Identified: None

SECTION 3 - SCOPE SPECIFIC REQUIREMENTS

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SECTION 3.1: DESIGN SCOPE SPECIFIC REQUIREMENTS - N/A

SECTION 3.2: PROJECT MANAGEMENT SCOPE REQUIREMENTS - N/A

SECTION 3.3: CONSTRUCTION SCOPE REQUIREMENTS

		Compliant	
		Y	N
3.3(a)	Appropriate construction organisation is in place detailing roles and responsibilities, interfaces, reporting lines etc.	✓	
3.3(b)	Construction role profiles satisfy scope competency requirements (as detailed in 4.2.1)	✓	
3.3(c)	Procedure for managing work established which assigns responsibilities throughout the construction life cycle and which covers all aspects of the construction work to be undertaken.	✓	
3.3(d)	Procedure ensures that all projects are evaluated by competent personnel to ensure that all adopting utility specifications, requirements etc are met.	✓	
3.3(e)	Method statements (as detailed in 6.2.1) have been produced.	✓	
3.3(f)	Technical audits procedure in place (as detailed in Section 7.1)	✓	
3.3(g)	Procedures are in place for project completion and handover to the adopting utility.	✓	

Comments

3.3(a) (b) Organisational structure and profiles are in line with size of company and satisfy scope type requirements.
3.3 (d) (g) APS Ltd have procedures in place for construction works to be carried out to DNO specification.
3.3(e) APS Ltd has a good set of method statements to cover cable laying, civils work, cable jointing and sub-station installation.
3.3(f) APS Ltd has a robust audit procedure in place.

A Major Deficiencies Identified: None

B Minor Deficiencies Identified: None

SECTION 4: ROLE COMPETENCY REQUIREMENTS

		Compliant	
		Y	N
4(a)	Competencies are defined for all of the roles identified in the scheme requirements for the scope(s) of accreditation sought and competency assessment framework is in place	✓	
4(b)	ICP has the required technical competency to assess role competencies (as required with technical advisor support)	✓	

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4(c)	ICP has procedures to ensure that minimum competency requirements are satisfied before any work is done	✓	
4(d)	Written Procedure for SMS available	✓	
4(e)	Authorising Officer Selection, Duties and Responsibilities defined Name - Paul Oakes	✓	
4(f)	Assessing Officer Selection, Duties and Responsibilities defined Name - David Oakes	✓	
4(g)	Qualified Supervisors, Duties and Responsibilities defined	✓	
4(h)	Selection for Authorisation	✓	
4(i)	Assessment Process	✓	
4(j)	Certificates	✓	
4(k)	Records	✓	
4(l)	Review and Audit	✓	
4(m)	Passports	✓	

Comments

APS Ltd has appointed individuals to the defined NERS roles and has formal procedures and documentation in place.

A Major Deficiencies Identified: None

B Minor Deficiencies Identified: None

SECTION 5: SUB CONTRACTED WORK

		Compliant	
		Y	N
5(a)	Provider understands sub-contracting requirements and proposals for sub-contracting work are in accordance with the scheme requirements	✓	
5(b)	(Where applicable) ground worker instructions adequately specify the work they are required to do.	N/A	

Comments

Client understands the limitations/restrictions governing use of sub -contractors within the scheme. All subcontractors currently employed are done so on a "labour only" basis and are treated as fully integrated members of APS Ltd staff.

A Major Deficiencies Identified: None

B Minor Deficiencies Identified: None

SECTION 6: METHODS OF WORKING

		Compliant	
		Y	N

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6(a)	For the scopes of work undertaken ICP has documented method statements detailing how the work is to be undertaken to the standards set by the adopting utility.	✓	
6(b)	Method statements have been reviewed by a competent person	✓	
6(c)	Where necessary additional instruction and guidance available to supplement method statements.	✓	
6(d)	ICP has adequate procedures for assessing risk covering all key operations	✓	
6(e)	Procedures in place to produce project specific and site specific risk assessments	✓	

Comments

APS Ltd has a good catalogue of method statements that are relevant to the scopes of work they will be undertaking.

A Major Deficiencies Identified: None

B Minor Deficiencies Identified: None

SECTION 7: WORK ISSUE AND CONTROL

		Compliant	
		Y	N
7(a)	Adequate processes and procedures for all scopes are in place for managing work from inception through to adoption.	✓	
7(b)	ICP able to demonstrate that they know how to access adopting utility requirements and have up to date information available.	✓	
7(c)	Process in place for the issue of documented work instructions	✓	
7(d)	Processes and procedures for scheduling and issuing work adequate for extent of activities being undertaken	✓	
7(e)	Site supervision arrangements appropriate for the range and location of work being undertaken	✓	
7(f)	Documented process in place which adequately defines how any variations are to be managed	✓	
7(h)	Procedures in place for the formal handover of assets to adopting utility	✓	
7(i)	ICP has identified equipment requirements and has determined how these will be provided	✓	
7(j)	ICP has made arrangements for keeping equipment calibrated	✓	
7(k)	Procedures established to ensure that all materials good and services are procured from approved suppliers to specification of adopting utility	✓	
7(l)	Adequate arrangements made for receiving, handling and storing goods	✓	

Comments

APS Ltd has an established process for the issuing and control of work that it uses for its clients at the moment.

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These systems meet all the requirements of the scheme.

A Major Deficiencies Identified: None

B Minor Deficiencies Identified: None

SECTION 8: AUDIT

		Compliant	
		Y	N
8(a)	Adequate procedure in place which specifies frequency, content and close-out arrangements for technical audits and which requires audits to be done by a competent person	✓	
8(b)	Activity covered by health, safety, quality and environmental audits	✓	
8(c)	Risks which could affect accreditation compliance have been identified and arrangements in place to mitigate these risks.	✓	

Comments

APS Ltd has a robust audit process in place that meets the scheme requirements.

A Major Deficiencies Identified: None

B Minor Deficiencies Identified: None

SECTION 9: CONTRACT DOCUMENT AND RECORD CONTROL

		Compliant	
		Y	N
9(a)	Procedures in place for controlling all documents, data and information are in place	✓	
9(b)	Records are identified, maintained and disposed of in accordance with established procedures	✓	

Comments

APS Ltd meets the NERS requirement for having document control and a secure back up of information.

A Major Deficiencies Identified: None

B Minor Deficiencies Identified: None

SECTION 10: LEGISLATION, STANDARDS AND GUIDANCE

		Compliant	
		Y	N
10(a)	ICP has access to appropriate technical standards and guidance documents and other relevant documents e.g. NJUG publications etc.	✓	

Comments

APS Ltd has access to relevant documents which include NJUG and G81 documentation.

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B Minor Deficiencies Identified: None

SECTION 11: QUALITY AND SAFETY SYSTEMS

		Compliant	
		Y	N
11(a)	Appropriate quality management system is in place	✓	
11(b)	Appropriate Health, Safety and Environmental provision is in place and regularly reviewed with clear HSE guidance provided.	✓	
11(c)	Scheme specific environmental factors are adequately covered in working practices.	✓	
11(d)	Adequate procedures in place for compliance with CDM regulations, including operating on sites managed by others.	✓	
11(e)	Adequate procedures established for compliance with COSHH regulations.	✓	
11(f)	Procedures established for identification, provision, control and use of PPE	✓	
11(g)	Procedures in place for providing safety briefings to personnel	✓	
11(h)	Procedure in place for investigating and reporting accidents and incidents	✓	

Comments

APS Ltd has a robust Quality Management System in place and has Insurances that are in excess of the NERS Scheme recommendations.

A Major Deficiencies Identified: None

B Minor Deficiencies Identified: None

SECTION 12: HUMAN RESOURCE PROCEDURES AND TRAINING

		Compliant	
		Y	N
12(a)	Human Resources procedures as defined in scheme are in place	✓	
12(b)	Job descriptions prepared for all scheme specific roles	✓	
12(c)	Training policy in place for 'competitive' activities	✓	
12(d)	Training records held	✓	
12(e)	Induction arrangements in place for new starters and any personnel starting 'competitive' work for the first time	✓	

Comments

APS Ltd meets all the above requirements and has good HR systems in place relevant to the size of the company.

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A	Major Deficiencies Identified: None
B	Minor Deficiencies Identified: None

SECTION 13: CONCLUSIONS AND RECOMENDATIONS	
	<p>APS Ltd has a comprehensive suite of procedures in place that meet the requirements of the scheme. During the office assessment no deficiencies were identified. Therefore, APS Ltd is recommended for the following scopes at Partial Accreditation.</p>
	<p>Recommended Scope in this report</p> <p>All the below at PARTIAL ACCREDITATION</p> <p>Construction Scopes Cable Laying - 11kV, 33kV, 66kV, 132kV Excavation and backfill to tile tape level (Civil Work) - as relevant to the scopes above Cable jointing - 11kV, 33kV, 66kV, 132kV Substation installation - 20kV, 33kV, 66kV, 132kV</p> <p>Coverage of accreditation- National</p> <p>In order to progress scopes to full approval the Provider should propose arrangements for the accreditation body (LR) to carry out on site assessments of their works which should include for each of the activities for which full approval is required.</p> <p>If any of the scopes held are not upgraded to full accreditation with 1 year the Provider, should they wish to continue, will be subject to an annual visit to establish the required procedures, processes and competencies remain in place and in keeping with scheme requirements. If this requirement is not met Partial accreditation will lapse</p>
	<p>References Scheme Requirements Document v7 November 2018</p>

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