electricity north west

Bringing energy to your door

Policy Webinar

October 2021

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Welcome and house keeping

- The briefing will be recorded
  - Which will be available following todays session.
- We ask that questions are adding in to the chat function or please raise your hand and lower afterwards
- Please keep you mics on mute unless you are speaking
- We also recommend that cameras are turned off while presenting but welcome them being turned on when asking a question.

Meet the Team

David Talbot

Circuits Policy Manager

Hannah Sharratt

Stakeholder Engagement & Regulatory Manager

Peter Twomey

Planning Policy Manager

Lottie Wheatcroft

Incentive on Connections Engagement Manager

ENW Policy & Standards have drafted the new Operations Manual

The Key Points

The aim of this presentation is to explain:

- Why CP606 is changing?
- What the new Manual looks like and what is changing?
- How it should be used?

What is CP606?

- **Code of Practice CP606** captures the Company's operational procedures
- New CP606 now on the ENWL website secure area library
- All manuals are being updated into a new modern style and format
- A Workshop was held to discuss suggested changes

Workshop to developed a new Operations Manual

The Key Points

The main outcomes from the workshop:

- Modernise and bring up to date
- Happy with the operational content
- Used DSR definition for consistency
- Consistent terms and references

Why do we need to change ?

To update and modernise the old document :

- We need to communicate safety information more clearly
- We want to improve clarity and consistency of information
- Use Photos and drawings to aide understanding
- Corporate branding
- Improved style and formatting
- Consistency with DSR and references

CP606 - Document Structure/Content

EXISTING

CP 606

NOTE: Format of manual is colour coded to differentiate each section.
These are ENW corporate colours

Section A – Overhead Lines

Section B – Cables

Section C – Control

Section G – General

Section R – Reports

Section S – Switching/Switchgear

NEW

New CP 606

New → **Section 0 Introduction**

New → **Section 1 General Requirements**

Section A Overhead Lines

Section B Cables

Section C Control

Section G General

Section R Reports

Section S Switching/Switchgear

Further work → **Section T Tools & Equipment**

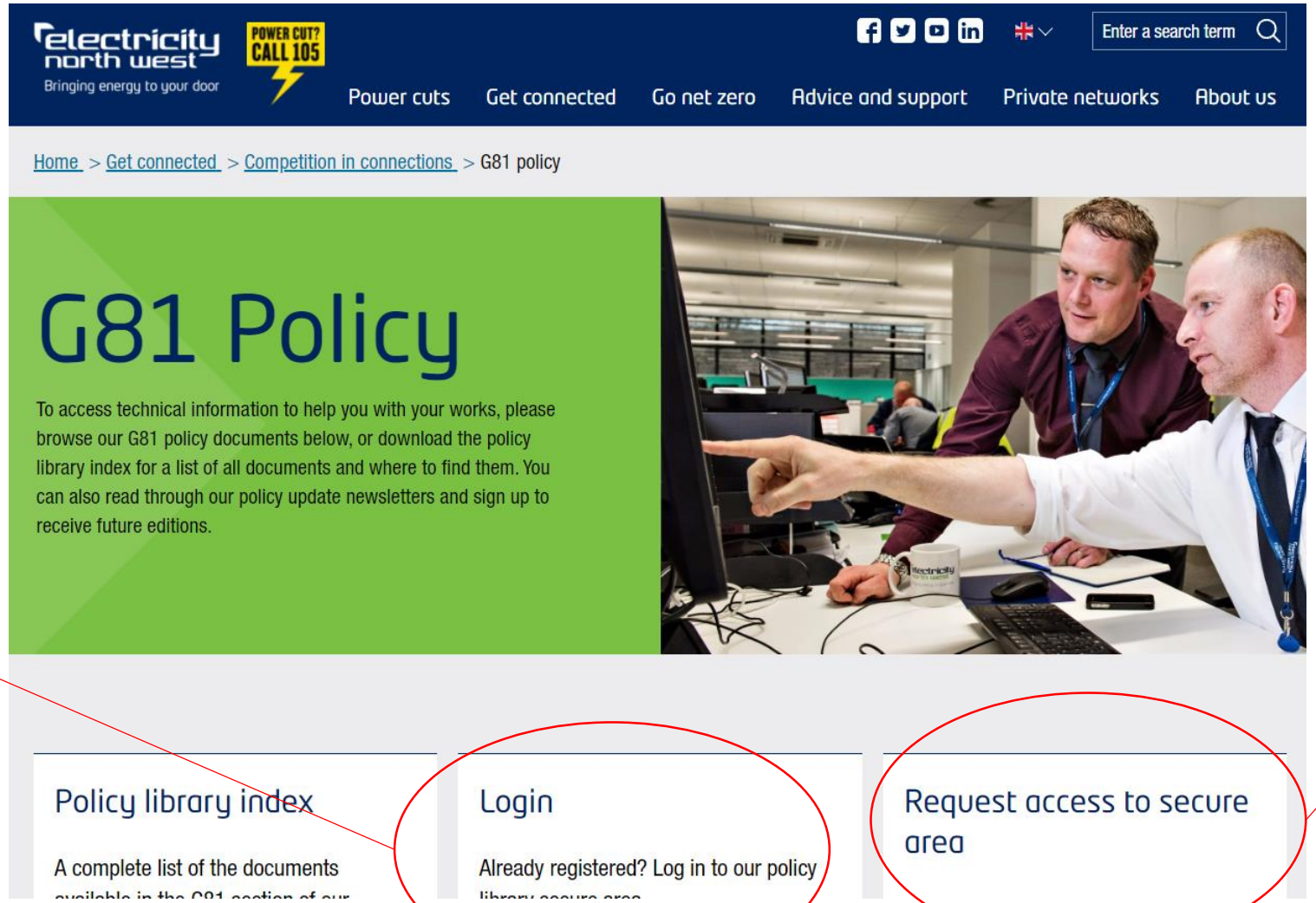
Further work → **Section 3 Index**

Amendment Summary

Issue No. Date	Description
48 November 2020	Complete revision and reformatting of CP606. For previous amendment summaries refer to the issue 47 of CP606. New Section 0 & 1. Procedure S10 has been withdrawn and incorporated in the new CP620 for Operational Instructions. All indexes have an issue number and amendment summary. All procedures have been raised to the next issue number. No amendment markers are shown due to the extensive formatting and restructuring. Prepared by: D M Talbot Authorised by: Policy Approval Panel and signed on its behalf by Steve Cox, Engineering and Technical Director

- Main amendment summary details issue No 48 and all previous summary are included in the archived manual.
- All sections will have their own amendment summary which the previous manual didn't include.
- Issue of an existing or new procedure will also have the amendments updated
- CP606 holders will be notified of any updates going forward

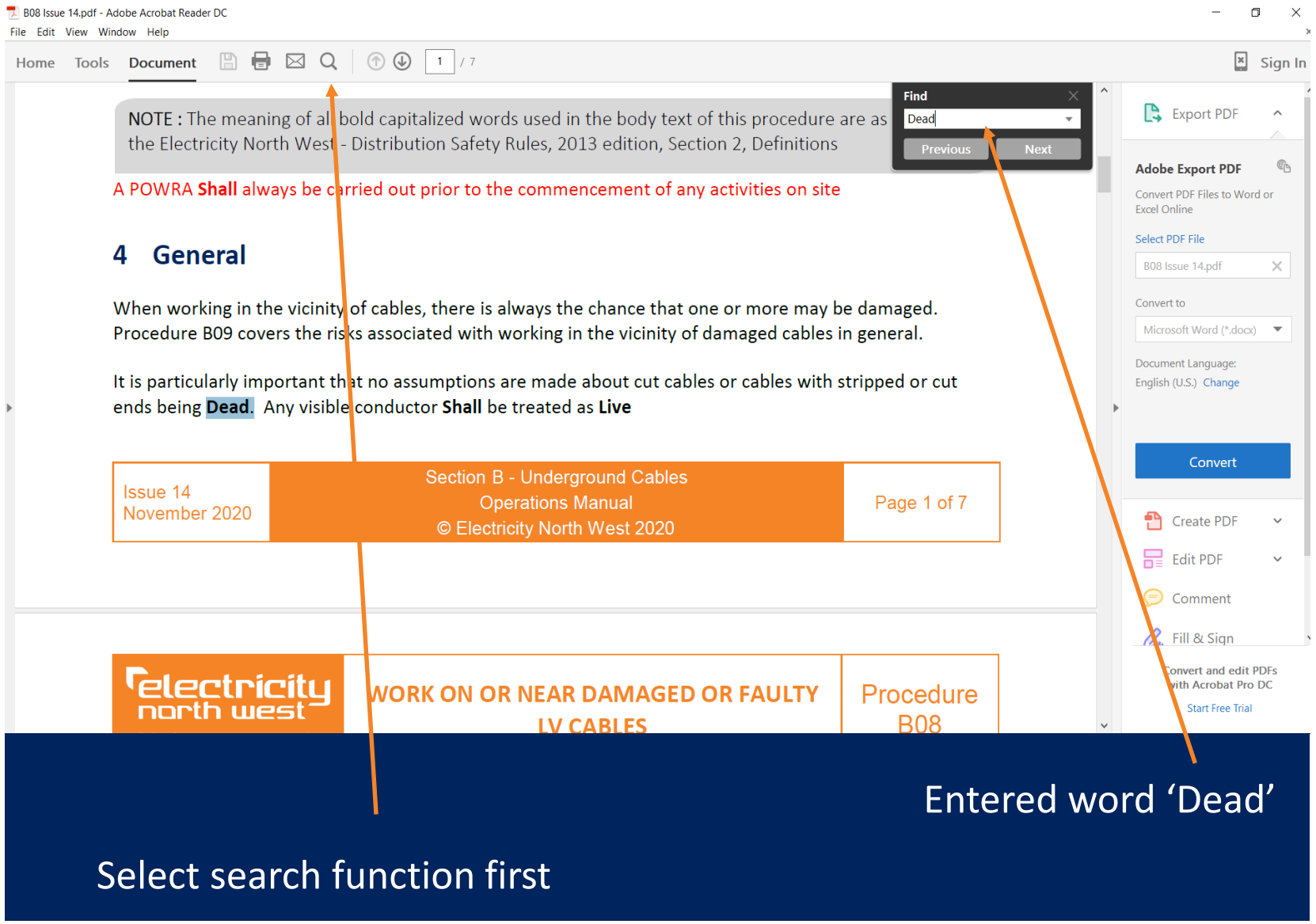
Accessing the Secure Area Library



Existing Users log in here

New Users request access here.

Search Function in a PDF document



Select search function first

Entered word ‘Dead’

Section 0 : Introduction – **READ THIS FIRST !**

The key to understanding the Code of Practice is to read and understand this section first

CONTENTS :

- Who is the Manual for
- What is the Manual for
- Risk Assessment
- Structure of the Manual
- How is the Manual to be Used
- Safety Symbols
- Tools & Equipment
- Electrical Testing
- Reporting Defects
- Scope
- Definitions

The Key Points

- ENW Authorised staff to carry out operational activities
- Details all approved operational procedures
- Procedures in the Manual constitute the Company's general risk assessment and control measures for carrying operational activities.
- Specific hazards at the work location **Shall** be assessed and controlled using Point of Work Risk Assessments (POWRA).
- Safety Symbols covered on the next slide
- Defect form is in CP305 and email report to defectreport@enwl.co.uk.
- All bold capitalized words used in procedures are as per Distribution Safety Rules section 2 : Definitions

Symbols used in the manual (as introduced in section 0)

Hazard Symbols

Symbol	Meaning	Application
	Warning (Black symbol and/or text in a yellow triangle)	To warn of a hazard or danger
	Mandatory (White symbol and/or text in a blue circle)	To instruct a specific action that must be taken
	First Aid (White symbol and/or text in a green square)	To give information about first aid or rescue facilities
	Firefighting (White symbol on red background)	To give information about firefighting
	Advisory	To highlight a good practice

PPE Symbols

	Eye protection shall be worn		Full Face Visor shall be worn
	Safety Helmet shall be worn		Arc Resistant Coveralls shall be worn
	Ear Protection shall be worn		Hi-Visibility Clothing shall be worn
	Respiratory Equipment shall be used		Insulated boots shall be worn
	Insulated gloves shall be worn		Safety harness shall be worn

Symbols comply with the Health and Safety (Safety Signs and Signals) Regulations

Section 1 :General Requirements

Section 1 describes general Safety, Health and Environmental requirements before carrying out operational activities.

CONTENTS :

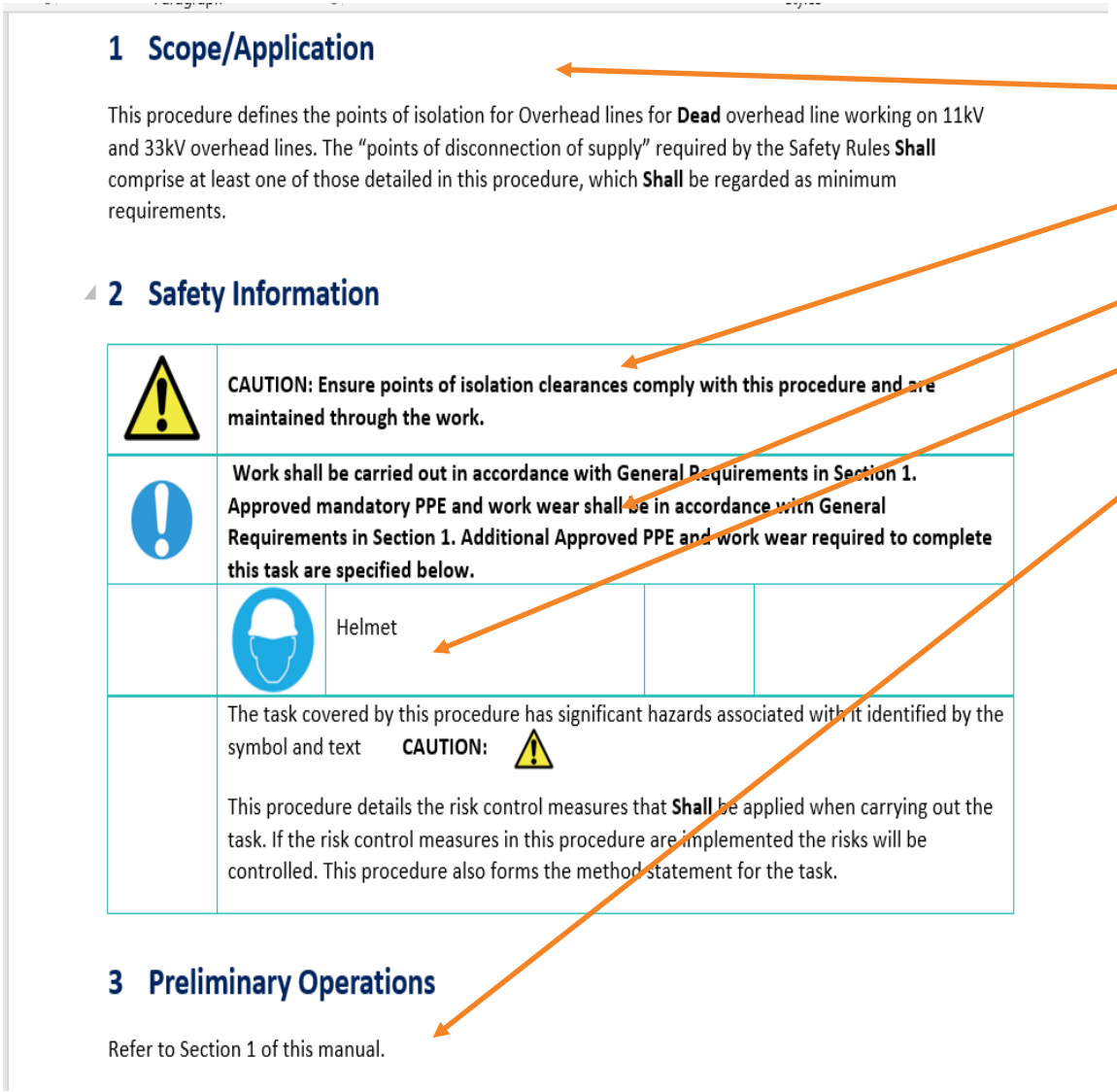
- Introduction
- General Safety
- Electrical Safety
- Health & Hygiene

Example

new

- **It is important that the correct PPE is worn when carrying out operational activities.**
- **Mandatory PPE Shall be worn when carrying out other general activities such as visiting sites or undergoing training as detailed in EPD 903, Minimum Personal Protective Equipment Standard.**
- **Any additional PPE is detailed in section 2 of each operational procedure.**

New Sections in all Procedures



1 Scope/Application

This procedure defines the points of isolation for Overhead lines for **Dead** overhead line working on 11kV and 33kV overhead lines. The "points of disconnection of supply" required by the Safety Rules **Shall** comprise at least one of those detailed in this procedure, which **Shall** be regarded as minimum requirements.

2 Safety Information

	CAUTION: Ensure points of isolation clearances comply with this procedure and are maintained through the work.
	Work shall be carried out in accordance with General Requirements in Section 1. Approved mandatory PPE and work wear shall be in accordance with General Requirements in Section 1. Additional Approved PPE and work wear required to complete this task are specified below.
	Helmet
	The task covered by this procedure has significant hazards associated with it identified by the symbol and text **CAUTION:** This procedure details the risk control measures that **Shall** be applied when carrying out the task. If the risk control measures in this procedure are implemented the risks will be controlled. This procedure also forms the method statement for the task.

3 Preliminary Operations

Refer to Section 1 of this manual.

- Scope/application of the procedure
- Warning of a possible risk
- Requirement to wear mandatory PPE
- Details any additional PPE
- Ensure section 1 of the manual is complied with.

The Key Points

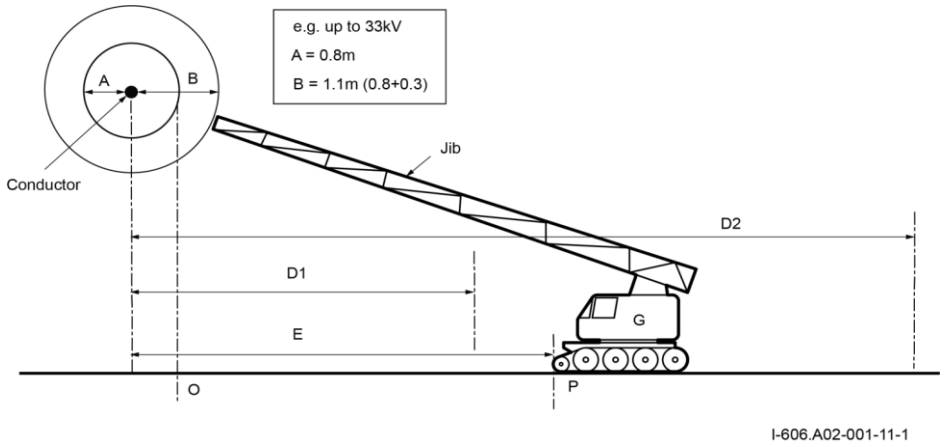
Change to numbering :

- Due to new 3 sections at the front of each procedure

New Style and Format

Note 5 Reference should be made to Tables B1 to B5 in ER G45/1 and to the Safety precautions detailed in Section 9 of the same document.

If the line is made **Dead** it **Shall** be **Isolated** and **Earthed** and a Switching Declaration Certificate issued. This **Shall** be recorded by the **Control Engineer** and its cancellation **Shall** be necessary before the Electricity North West **Apparatus** is re-energised.



- Notes in grey boxes
- All DSR definitions in bold
- Modernised drawings and forms.

The Key Points

- The previous main content/wording in CP606 hasn't changed
- It will look different due to the style, formatting and the less use of numbered subsections.

All Operation Procedures

No material changes to the procedure contain with the exemption of the changes listed below. Although, the style and formatting will make it look different in presentation.

Changes

- **Procedure A10 has been updated.**
- **Procedure B04 and B11 has been updated**
- **Procedure S15 has been updated.**
- **Procedure S10 – Operational Instruction has been withdrawn and the detail has been transferred to a new CP620 for Operational Instruction.**
- **Each section index has an issue number whereas previously they did not.**

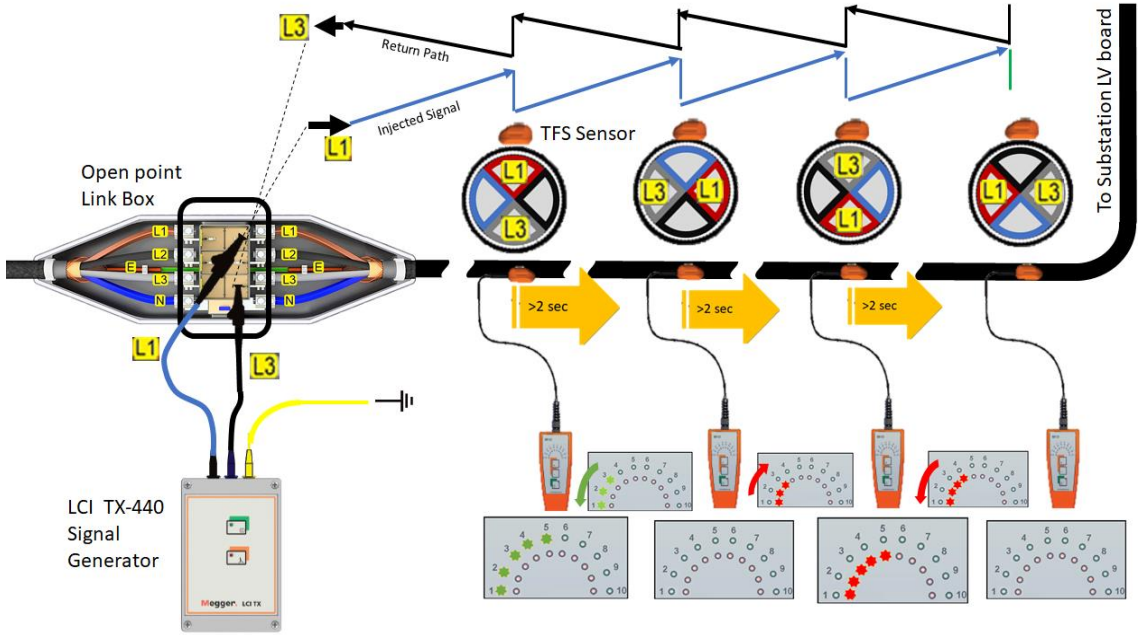
Procedures B04 & B11

Example

The standard equipment to identify LV cables in the presence of HV cables for many years was the "***Grumbler***"
The manufacturer advised this was to become obsolete ……

A project was started to identify new alternative methods which could eventually replace the "***Grumbler***"

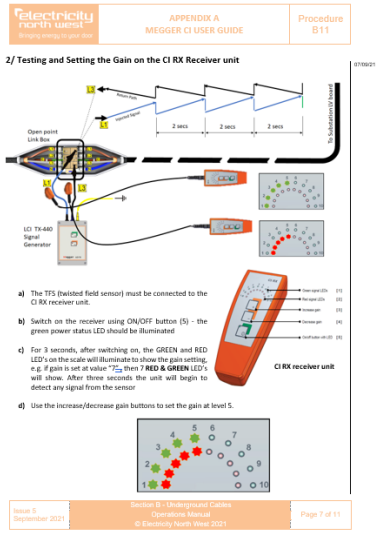
A suitable device from *Megger* was identified and trials have been completed to check suitability of the CI unit

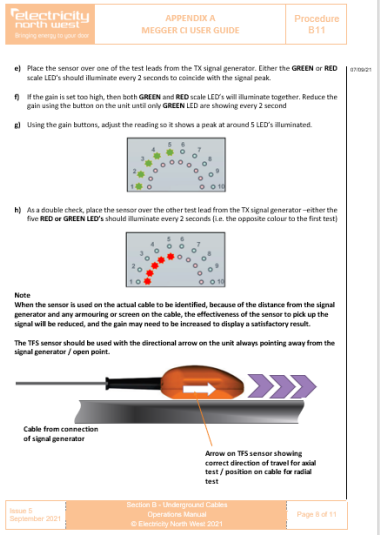


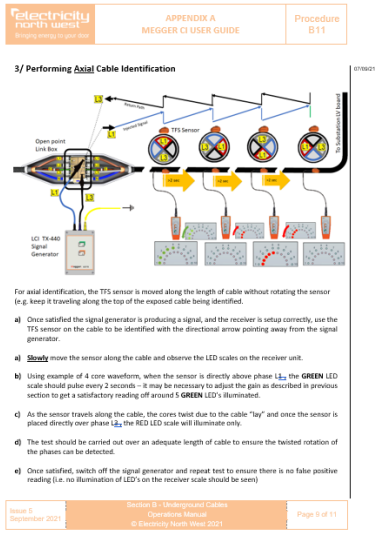
Procedures B04 & B11

Example

The relevant procedures B04 & B11 in the Operations Manual CP606 was updated to include the Megger CI , including a comprehensive user guide







In addition , an instructional video has been added as an appendix to the procedure to give further guidance – ***this is first instance of using videos as part of our policy instructions***

Click icon for video example :

Further Work :

The Megger CI unit is now being assessed to see if it can be used for safely identifying neutral conductors on PILC cables …… if successful this will introduce a new method to speed up fault restoration times.

Procedure S15 – Pole Mounted HV Switchgear/Fusegear

What is new?

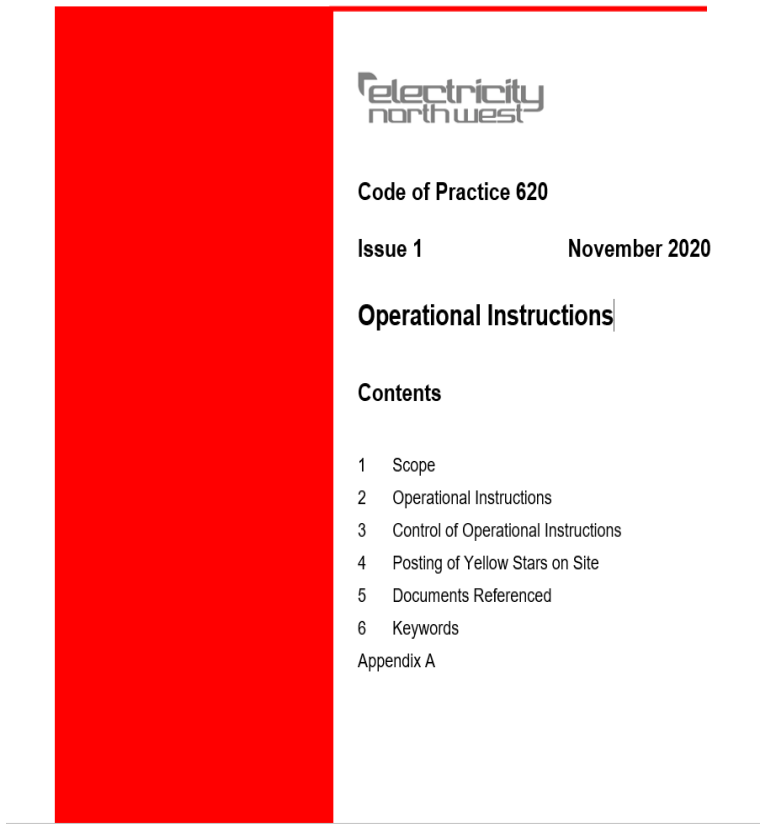
- New section for Pole Mounted single phase reclosers (TripSaver)
- TripSaver assigned rating added to ratings table

Assigned Rating	Rating with TripSaver
Normal current	TripSaver rating up to max of 100A
Load breaking	
Load making	
Fault breaking	6.3kA
Fault making (dependent manual)	14.98 kA Peak
Fault carrying kA for 0.5sec	Not applicable

CP620 – Operational Instructions

CP606 – S10 Operational Instructions has been withdrawn

- **Content of S10 transferred into CP620**
- The index of Operational Instructions and all issued Operational Instruction (OI) are held in CP620 on the Reference Library
- An OI issue, amendment or withdrawal will be updated on the library within a target time of 1 day.



Summary

Main Changes

- **New document style and format**
- **New Section 0 & 1**
- 3 new sections at the front of each procedure
- Updates to A10, B4, B11 & S15
- New CP620 for OI's and S10 withdrawn from CP606

Any questions?

Wrap Up & Close

- Please give us your honest feedback either email ICE or leave your feedback in the chat

- Presentation slides will be available via our website shortly.

- Future events, including webinars are available here

- Don't forget to get in touch with us at ICE@enwl.co.uk

- Thank you for your attendance.