

SYSTEM DEVELOPMENT – CLIENT & DESIGNER COMPETENCY CONSTRUCTION (DESIGN & MANAGEMENT) REGULATIONS 2007

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PURPOSE AND SCOPE

Within Electricity Network Investment (System Development), the preparation of Investment Proposals and the Investment Team Leader role throughout the scheme lifecycle for System Development schemes fall within the scope of the definition for Client and/or Designer under the Construction (Design and Management) Regulations, 2007 (CDM 2007).

This Policy Statement sets out the framework by which System Development ensures that its Clients and Designers, as defined in CDM 2007, are competent to perform the duties required with due regard to the life-time health, safety and welfare of persons at or in the vicinity of National Grid Electricity Transmission sites.

PART 1 – POLICY

1 GENERAL

To be competent, an individual or organisation must have sufficient knowledge of the specific tasks to be undertaken and the associated health and safety risks. Furthermore, the individual or organisation should have sufficient experience to carry out their duties and also be able to recognise their limitations.

Electricity Network Investment, and its employees who prepare Investment Proposals and lead investment teams through the processes and practices identified in the following sections, ensures that its Clients and Designers would be viewed as competent against the requirements of CDM 2007.

1.1 Outline of CDM Roles

The CDM Regulations define strategic roles or duty holders and their accountabilities regarding the management of risks to health, safety and welfare for the complete life-cycle of a construction project i.e. from project inception to final decommissioning. The main duties are:

The Client – An organisation or individual for whom the construction project is carried out. For National Grid, the Client role is undertaken by ENI via the Investment Team Leader.

The Designer – Any person who prepares Investment Proposals and specifications for any structures that form part of a construction project. A structure in this context could be any National Grid asset.

The CDM Coordinator – Advises the Client of their duties under CDM 2007 and coordinates/facilitates the implementation of all health, safety and welfare requirements throughout the construction project.

The Principal Contractor – Plans, manages and monitors the construction project in a manner that, where reasonably practicable, eliminates risks to health, safety and welfare competent, an individual or organisation must have sufficient knowledge of the specific tasks to be undertaken and the associated health and safety risks. Furthermore, the individual or organisation should have sufficient experience to carry out their duties and also be able to recognise their limitations.

1.1.1 CDM Roles Undertaken within System Development

The CDM roles covered by this policy statement and enacted by System Development are that of the Client and of the Designer.

1.2 Competency of Staff undertaking CDM Roles

The Regulations stipulate that no person shall appoint anyone to a role without satisfying themselves that the person is competent to perform that role. CDM 2007 is concerned only with single construction projects and, therefore, role competence is to be assessed with regard to a specific project and its attendant hazards/risks. The CDM roles enacted within System Development sit in this category as National Grid policy provides project-specific teams. The general ethos of the Regulations can be applied to evaluate staff competency within Electricity Network Investment for the Client and Designer roles identified in 1.1 above.

1.2.1 Defining Competence

An individual's competence is characterised by their knowledge relating to the task being undertaken and by their experience and performance record. It is also critical that a person can recognise what risks to health, safety and welfare are associated with their task. Furthermore, an individual must be able to recognise their limitations in performing their assigned role and how these may be overcome.

1.2.2 Task Allocation to Competent Persons within System Development

Persons within System Development are allocated tasks that sit within the definition of Design as per CDM 2007. It is not necessary for National Grid to undertake a formalised competency assessment each time such a task is allocated as the employment competency framework and performance management process confers an appropriate degree of competence assessment.

This is principally achieved through the following systems:

- a) Confirmation of a person's previous qualifications, training, experience and track record through their CV/Application and job interview.
- b) Task knowledge and degree of expertise reviewed at six-monthly performance interviews, with clear guidelines on capability requirements and where an individual sits within the capability framework.
- c) Individuals are not assigned Client and Designer tasks until they reach an appropriate capability level within the competency framework. Moreover an individual's competency in respect of CDM 2007 is an integral consideration when tasks are allocated.
- d) Depending upon previous experience/training, individuals will receive formalised CDM overview and CDM Client/Designer specific training.
- e) Continuing individual professional development and training is identified and agreed at the six-monthly performance reviews. This includes both health- and safety-related training and personal development training.