

## OFGEM MAMCOP SCHEME MANAGEMENT BOARD MEETING

### MINUTES OF THE 3<sup>RD</sup> MEETING, HELD AT OFGEM, ELEXON LONDON WEDNESDAY 26 May 2005

<b>Present</b>	<b>Representing</b>
Adrian Rudd	Ofgem
Peter Kakeeto	Ofgem
David Ainsworth	Gas Forum
Mick Curtis	Gas Forum
Barry Cook	SBGI
Steve Brand	MAM
Stephen Fraser	MAM
Mike Buss	BSI
Andrew Collins	NGT
David Sharp	IGEM
Phil Daniels	CORGI
Noelle Walker	HSE
Steve Gandy	MAM
Nicola Wade	HSE
Phil Kershaw (lunch only)	NGT

#### **1 Apologies for absence**

Phil Casper

#### **2 Minutes of last meeting and matters arising (not covered on agenda)**

- (a) Adrian Rudd welcomed the group to the third meeting of the MAMCoP Scheme Management Board. Noelle Walker introduced Nicola Wade who will be replacing her permanently on the Board – Noelle is transferring to another post within HSE. Andrew Collins informed the Board that Phil Kershaw would be replacing him – Andrew is leaving NGT in July 2005.
- (b) Adrian apologised for the change of date and venue.
- (c) Adrian updated the group on Ofgem's consultation covering NGT's proposals to restructure their metering businesses. In short:
  - responses indicate broad unpopularity of proposals – responses available on Ofgem web-site
  - issues related to Gas Act Ownership responsibilities – potential impact to MAMCoP governance
  - Ofgem to publish document in June 2005 detailing views and actions.
- (d) No comments about the minutes of the previous meeting and were approved.
- (e) Andrew Collins asked the Board to consider its constitution membership following DN Sales. It was agreed that the Board would consider this aspect once the new arrangements had settled down.

To provide a contact list of Retained and Independent District Networks to Adrian Rudd for circulation to the group

**ACTION: ANDREW COLLINS**

To consider constitution membership – addition of RDN/IDN representatives

**ACTION: All (discuss next meeting)**

### **3 Review of actions (*Reference previous minutes*)**

The following actions are still on going.

**06/01/2005 (Sect 3)** Consider with SBGI a protocol for dealing with product issues to ensure communication to all relevant parties.

**ACTION: MIKE BUSS**

**06/01/2005 (Sect 3)** To consider input to the Scheme Management Board of the emergency service provider.

**ACTION: ANDREW COLLINS**

**06/01/2005 (Sect 4.2)** Noelle would continue to liaise with ESP and CORGI and would update the group at the next meeting and continue to pursue whether more detailed information can be obtained for disclosure to the group.

**ACTION: Noelle Walker/Nicola Wade**

**06/01/2005 (Sect 4.2)** Phil Casper noted that the Gas Transporters Safety Forum were dealing with similar issues and agreed to liaise with this group and would attempt to gain any relevant metering information for consideration by the group.

**ACTION: Phil Casper**

**06/01/2005 (Sect 6.2)** Primes and Subs – issues still present. Detailed business rules were in the final stages of development with the onus place on MAM responsibility. Proposals would be submitted to the group

**ACTION: Mick Curtis**

**06/01/2005 (Sect 7)** Agreed that Transco would make GT 5 document available to industry (Transco web-site). Confirmed that the GT will fix any non-conforming installations. Priority level to be confirmed – copy of final document will be sent to Adrian.

**ACTION: Andrew Collins**

**06/01/2005 (Sect 7)** TMS are drafting an operational document to cover issue (above) – will share appropriate details with other MAMs.

**ACTION: Barry Cook**

Actions 4.1, 4.3 4.5 and 6.1 were completed

## **4 Reports**

### **4.1 Ofgem – MAM Assessment and Auditing Contract**

Adrian Rudd described the progress of the MAM Assessment and Auditing Contract:

- A proposal has been accepted by Ofgem and was subject to contract – hopefully to be finalised within a week;
- Contract expected to go live in July 2005 – some time required to launch the contract;
- Contractor will be assessing against the MAMCoP using recognised quality procedural techniques– assessment and audit plan submitted as part of the proposal; and

- MAM's would be contacted over the next few days to confirm contact details – each group would be formally informed when the contract was signed, with the contractor contacting each MAM separately following this, to introduce themselves and launch the assessment process.

#### **4.2 HSE**

Noelle Walker provided the group with an update of some of the reported gas meter installation safety incidents. Noelle Walker pointed out to the group that HSE is working closely with both MAM's, Transco and Corgi to deal with the incidents as they come in.

Noelle Walker stated to the group that the sharing of information between Suppliers would enable the future protection and prevention of gas leaks. Noelle Walker briefly described the procedure followed by HSE when a gas leak is reported.

#### **4.3 Corgi – OAMI scheme, competence and issues**

Phil Daniels provided an update on four RIDDOR incidents reported to Corgi over the period since the last meeting. Phil Daniels explained to the group the causes of the gas leaks.

Steve Gandy pointed out to the group that due to the lack of evidence in cases when a gas leak is reported, it is difficult to follow up the case. The Emergency Service Provider (ESP) does not retain the removed equipment that is alleged to be at fault. Apparently, retention by the ESP and provision to the responsible MAM is a contractual point that should be negotiated between individual suppliers and ESP.

To consider writing to the Gas Forum, in the interests of improving safety, to request that all suppliers consider ESP contractual requirements to allow provision of alleged faulty equipment removed by the ESP to their contracted MAM's.

**ACTION: Noelle Walker/Nicola Wade**

Phil Daniels circulated a paper on the National Vocational Qualifications 6012 General Performance Statistics for Domestic and Commercial Meter Assessments

#### **4.4 BSI – standards update**

Mike Buss updated the group about the progress of the BS 6400 part 2.

- 120 comments have been received.

Mike was asked to update the group on the progress of harmonisation of European Standards for use under the Measuring Instruments Directive (MID).

Adrian Rudd briefly updated the group about Ofgem's role and position post MID. Adrian Rudd mentioned to the group that Notified Bodies will undertake most of the responsibilities for meter approval and verification currently performed by Ofgem. Ofgem's role under MID will be related to designating Notified Bodies and in-service aspects such as performance testing and accuracy disputes.

#### **4.5 IGEM – standards update**

David Sharp provided an update of the progress of IGEM standards. GM8 part 1 – published

GM8 part 2 – completed and aiming to publish end of June 2005  
GM8 part 3 – Started and projected date of completion is November 2005  
GM8 part 4 – Started and projected date of completion is November 2005  
GM8 part 5 – completed and aiming to publish end of June 2005

GM4 – put out for comments, aiming to publish in 2005  
GM6 – No date, Chairman working on a revised copy  
TD4 – Projected date – end of 2005  
UP1B – Strong response from industry challenging fundamental issues – no estimate.  
UP1C – 1<sup>st</sup> working draft had been completed  
UP15 – complete and out for industry comments – projected date August 2005 (dependent on outcome of excess flow valve debate)

To get the amendment to GM7 published as soon as possible

**ACTION: David Sharp**

To ask IGEM if MAMCoP could be posted on both the IGEM and Ofgem Webb sites.

**ACTION: David Sharp**

## 5 Approval of next version of MAMCoP

Adrian circulated the next version of MAMCoP to the group.

Changes to be made.

Clause 18.2.3 to be changed to read:

“Where a meter is removed as part of a discontinuance the gas service shall be labelled with a warning notice to indicate the pressure of gas, the serial number of the meter that has been removed, the date of removal and the final meter reading.”

Annex 6 chart 2.2 row 10, the phrase “To be developed” will be deleted to read

REGT 1	TESTING OF DOMESTIC MEDIUM PRESSURE REGULATORS AND ASSOCIATED CONTROLS
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Incorporation of “REGT 1” in all appropriate tables and document references.

## 6 Review of the proposed changes to the MAMCoP

None submitted

## 7 Technical issues

### 7.1 Impact of Measuring Instruments Directive

#### 7.1.1 Conversion Devices

Adrian Rudd provided an update on MID with regard to Conversion Devices. Adrian pointed out to the group that converted devices are allowed under the MID.

Adrian stated to the group that the only issue was whether to regulate or not. AD mentioned to the group that, under MID any metrological aspects must conform

to MID. Ofgem had reviewed the Gas (Calculation of Thermal Energy) Regulations 1996. Ofgem's interpretation broadly covered:

- Registered amounts from pressure and temperature converted devices can be used for billing irrespective of load;
- Registered amounts from temperature converted devices above 2,500 therms/73,200 Kw/h annual loads can be used for billing when applied with fixed pressure factor;
- Registered amounts from temperature converted devices below 2,500 therms/73,200 Kw/h annual loads cannot be used for billing – the uncorrected amount must be used and applied with a fixed pressure and temperature factor.

Adrian noted that meters with dual temperature corrected and uncorrected registers were not illegal for residential purposes, however of limited use as the regulations only allowed the uncorrected register to be used. However, he noted that residential temperature corrected meters were readily available in Europe with only one 'corrected' register. The current regulations therefore presented a potential barrier to trade that indicated that the Gas (Calculation of Thermal Energy) Regulations 1996 would need to be modified.

**The main purpose of this point was to re-emphasise to industry that converted devices are a reality and players should prepare for the availability of such meters.**

### 7.1.2 Meter Sealing

Adrian Rudd mentioned to the group that MID does not have sealing requirements and suggested that responsibility for holding meter sealing and security information should be held centrally in an appropriate manner.

Consider and propose a mechanism and suitable body for holding post – MID meter sealing and security information

**ACTION: All**

### 7.2 In-service Testing Seminar

Adrian Rudd brought to the awareness of the group that in-service requirements are not specifically covered by MID but new practices will need to be implemented as part of the process.

Adrian Rudd mentioned to the group that an In-service testing Seminar will be held at Elexon on the 23<sup>rd</sup> June 2005.

## 8 AOB

Steve Gandy asked whether Ofgem were considering charging for testing gas meter accuracy disputes. He had noted that the number of cases had significantly increased. Adrian responded by stating that Ofgem were becoming concerned by this aspect and confirmed that overall submission numbers were increasing year on year. Adrian stated that the gas meter disputed accuracy testing should be the final option of a dispute resolution process – not the first. Adrian stated that the issue would be taken up with all suppliers once energywatch's billing super complaint process was completed. Adrian suggested that a 'tick-list' template of actions to be completed by the supplier could be developed. Ofgem would only accept the

meter for testing once the list was fully completed. There was general support to consider this suggestion further.

**9 Date of Next Meeting**

8<sup>th</sup> September 2005