

OFGEM MAMCOP SCHEME MANAGEMENT BOARD MEETING

**DRAFT MINUTES OF THE 6TH MEETING HELD AT OFGEM, 9 MILLBANK
LONDON**

Wednesday, 3 May 2006, 10:30 am

Present (In no particular order)	Representing
Adrian Rudd	NWML (Chair)
Steve Brown	Ofgem
Rupa Kothari	Ofgem
Steve Brand	MAM
Steven Fraser	MAM
Eric Fowler	MAM
Phil Kershaw	NGG (Distribution)
Mike Buss	SBGI/BSI
Dave Sharp	IGEM
Phil Daniels	CORGI
Nicola Wade	HSE
Terry Mundy	Lloyd's Register
Bob Murray	AITG
Andrew Keogh	Gas Forum

1. Apologies for Absence

David Ainsworth (Gas Forum), Dominic Cummings (Scotia), Mick Curtis (Gas Forum), Steve Gandy (MAM), Dave Perriam (IDN, Wales and West Utilities) and Barry Cook (replaced by Eric Fowler)

2. Minutes of last meeting and matters arising

Adrian Rudd (AR) opened the meeting and introduced Steve Brown (SB), who would be taking over from AR as Ofgem representative.

No comments on minutes of the previous meeting; and Draft V2 was approved.

3. Review of previous actions (Reference Previous Minutes)

08/09/2005 Action (3) – Ongoing.

19/01/2006 Action (1) – Ongoing

19/01/2006 Action (2) – Ongoing. Discussion on issue with distribution work scheme relating to Primes and Subs has stalled and the position is not clear.

19/01/2006 Action (3) – Ongoing. AR has written to John Barrett and is waiting for a response.

19/01/2006 Action (4) – Ongoing. Regarding the issue of providing training for iGTs, Dave Sharp (DS) is unsure if GM8 is the appropriate place. To Discuss with Bob Murray (BM) and report to the Group.

Action (1): Dave Sharp/Bob Murray

19/01/2006 Action (5) – see 4(b)

19/01/2006 Action (6) – Ongoing. Phil Kershaw (PK) to deliver report at the next meeting

Action (2): Phil Kershaw

19/01/2006 Action (7) – Ongoing.

The action was on PK to ask Transco to revisit the time scales for generic approval (6 weeks) for meter housing installation and feedback to the group.

Steve Fraser (SF) commented that this time period was excessive for U16 meter and suggested a generic approval as standard design for diaphragm meters. DS agreed that generic approval for domestics should be re-examined. AR suggested that this was a topic for broader discussion.

Action (3) – Phil Kershaw to review ongoing action

Action (3): Phil Kershaw

Action (4) – DNs to examine with their perspective

Action (4) : DNs

19/01/2006 Action (8) – Ongoing. No responses have been received.

19/01/2006 Action (9) and (10) – Completed. Barry Cook to send to Rupa Kothari to circulate electronically.

Action (5): Barry Cook/ Rupa Kothari

It was commented that Serial Numbers do not really serve purpose and Eric was asked to confirm the reason for National Grid's request.

Action (6): Eric Fowler

19/01/2006 Action (11), (12) and (13). Ongoing.

The MAMs position on the RGMA baseline has not changed and the issue has not been resolved.

AR to organise an Open discussion within a month's time.

Action (7): Adrian Rudd (or Ofgem)

To recirculate the changes on the marked up version on the baseline.

Action (8): Andrew Keogh

19/01/2006 Action (14) –

The membership list has been modified. New version was approved. RK to display the latest version on the Ofgem website.

Action (9): Rupa Kothari

19/01/2006 Action (15) and 19/01/2006 Action (16) – NW had discussed this at a meeting with the ESPs and Steve Gandy (SG), Siemens and National Grid Gas will be running a pilot on the return of removed meter installation components likely to be in the Peterborough area over the next few months. It is hoped that United Utilities will also run a pilot at the same time.

The ESPs agreed the option of returning components was worthwhile to assist the MAMs. The ESPs will meet again in early September to feedback on the outcome of the pilot and agree a national way forward."

19/01/2006 Action (17) – Ongoing.

19/01/2006 Action (18) – Complete.

19/01/2006 Action (19) – Complete.

19/01/2006 Action (20) – Complete. This will be part of the initial consultation/

19/01/2006 Action (21) – Completed.

19/01/2006 Action (22) – Ongoing. PK is working on NW on this primarily on low pressure domestics. The process of notification on broken seals has changed slightly. To continue updating the group.

Action (10): Phil Kershaw

4. Reports

4(a) Lloyd's Register

Terry Mundy outlined the MAM audit that had taken place so far, the Key points of which were:

- Lloyd's Register has received applications from 21 MAMs
- 18 Audits have been completed.
- 11 MAMs have been accredited.
- 6 MAMs will be re-assessed.
- 2 MAMs have withdrawn from the MAM scheme.
- 1 MAM is awaiting formal approval
- 1 MAM's approval is under discussion.
- Surveillance visits are being organised.

NM asked if there were any common areas of non-compliance. TM replied in the negative and remarked that they had found a wide range of issues.

4(b) HSE

NW provided feedback on RIDDORs. Approximately 12 RIDDORs had been passed to NW which was an improvement on 6 months ago; however, this may not be a true reflection of actual numbers HSE have received. NW commented that the RIDDOR Review was continuing and the suggested outcomes would be the subject of further consultation. NW encouraged MAM's to think about the type of RIDDOR information that they needed and feedback to the Review.

NW also commented that the Gas Review was ongoing and reminded all to contribute as it is likely to have significant implications for the metering industry.

4(c) CORGI – OAMI Scheme, competence and issues.

Phil Daniels (PD) provided an update.

PD asked for views on how a draft for REGT 2 might be put together and Highlighted the following issues:

- The need to get agreement from meter manufacturers on suitable size for medium pressure instalments to carry out the assessment on – cost implications.

- Is it possible to do with single stream supply?
- How to carry out strength testing on-site?
- Who will train trainers and assessors?
- Commercial incentives.

All to send PD comments, queries etc.

Action (11): All

PD to provide feedback on assessment and will send an email/list on information needed.

Action (12): Phil Daniels

4 (d) BSI – Standards Update.

Final draft has been circulated for BS 6400 Part 1 and 2. Final comments by 32 members will be received by Friday.

Meter standards: RPD diaphragm and turbine have been accepted.

4 (e) IGEM – Standards Update

Dave Sharpe (DS) provided an update.

- GM8 – Seminars to be held to discuss implications. Probably in Autumn.
 - Part 3 – All comments to be collected at Final meeting on 9th May, then will be complete.
 - Part 4 – Complete. Parts 3 and 4 to go to the printers together.
- GM4 – No comments received. Ready to go to the printers.
- GM5 – Up for review. Has been deferred until 2007 as it is a robust document.
- GM6 - To move it along proposal to produce amendment was rejected. Draft on GM6 is ready for circulation
- TD4 – Received extensive industry comments. Still ongoing.
- TD15 – Renamed G5. At the printers.
- UP1B – Printed.
- UP1C – No change.

5. Change of Chair – Ofgem

In light of Adrian Rudd's transfer to NWML Steve Brown will be taking over responsibility as chair. SB outlined his own professional background to the board.

6. MAMCoP Change Request – RGMA compliance

Discussed in 3. Minutes of last meeting and matters arising. See Action (7).

7. Review of CoP 1c

PK explained that CoP 1c fills the gap left in legislation by the Sunset provisions and asked the board to comment on the Marked version to provide guidance and support. He also highlighted the need for a OFGEM/MAM consultation.

SF asked if there was any need for a 1d. AR suggested that this be discussed At the next meeting.

The options available were to:

Review and update CoP 1c

To have the CoPs as appendices to the MAMCoP

All to reflect and feedback.

Action (13): All

DS commented that CoPs 1a and 1b should also be reviewed. AR said that CoP 1c was urgent to fill the gap caused by the Network Code sunset clause of modification 07/04.

NW queried if there was any possibility of extending the clause. AR confirmed that the current Ofgem policy view was that the clause would expire in July 2006 and that alternative industry led solutions were more appropriate.

PK outline the upcoming process that would take place over the coming weeks for the CoP 1c review:

- All comments to be sent by 11th May.
- Jim Sibley should have the Final Version ready by the 18th – 25th May.
- A four week OAMI/MAM consultation will then take place
- Should be in Place by the end of July.

8. REGT 2 (I&C)

See 4(c)

9. AOB

Nothing to discuss.

10. Date of Next Meeting

Wednesday, 12 July 2006