

**Ofgem MAMCoP Scheme Management Board Meeting
7th Meeting
11:00 am, Wednesday 12 July 2006, at Ofgem, London**

Present	On behalf of	Representing
Steve Brown		Ofgem (Chair)
Rupa Kothari		Ofgem
Stephanie Wong		Ofgem
John Dale	Bob Murray	AIGT
Mike Buss		BSI
Phil Daniels		Corgi
Mick Curtis	(also on behalf of Steve Fraser)	Gas Forum
David Ainsworth		Gas Forum
Nicola Wade		HSE
Ian Smith	Dave Sharp	IGEM
Steve Hayden	Terry Mundy	Lloyd's Register
Steve Brand		MAM
Phil Kershaw		NGT
Mark Pitchford	(Guest)	SAIC
Barry Cook		SBGI
Dominic Cummings		Scotia Gas Networks

1. Apologies for absence

Dave Perriam, Bob Murray, Dave Sharp, Steve Hogarth, Steve Fraser, Steve Gandy, Terry Mundy

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

Steve Brown (SB) opened the meeting and welcomed attendees. He confirmed Stephanie Wong will be taking over from Rupa Kothari as technical secretary of the group.

There were two minor comments on the minutes of the previous meeting (Re: typographical errors) and Draft V2 was approved by the board.

3. Review of Actions

SB reviewed actions from the previous meeting. (See Action Log).

Action (1) – Request to iGT

- List of contact information from iGTs and also to ask if they would be prepared to use template in GM8.
- To raise the issue of providing training on GM8 for iGTs at the next IGEM meeting

ACTION (1): John Dale

Action (2) – To delivery report on GT6 to the meeting – Action Closed

Action (3) – Generic meter housing installation

- To report on discussion on Transco's time scales for generic approval for the meter housing installation.

ACTION (2): Phil Kershaw

Action (4) – Feedback on Action (3) – Action Closed

Action (5) – Electronic Version of meter serial number format to be circulated – Action Closed

Action (6) – See Section 6 – “Discussion on Meter Serial Formats”

Action (7) – To organise an Open Forum for discussion of RGMA baseline/MAMCoP modification. Meeting held on 12 July 2006 at 10am Ofgem, London – Action Closed

**Action (8) – To re-circulate the changes on the marked up version on the RGMA baseline. Mick Curtis follows up
sACTION (3): Mick Curtis**

Action (9) - Membership list to be updated on the Ofgem website – Action closed

Action (10) –Process of notification on broken meters' seal – Action Closed.

Action (11) – REGT 2

- Provide information on number of staff to be assessed
- Minimum instruments required
- Size of equipment

Action (4): ALL

Action (12) – REGT 2 progresses will be report back to group on the next meeting.

Action (5): Phil Daniels

Action (13) - See Section 7 “Progress on Review of CoP 1c”

4. Reports

a. Lloyd's Register

Steve Hayden outlined the MAM audit that had take place so far, the Key points of which were:

- Only two Audits are outstanding, which should be completed by the end of next week.
- All audited MAMs will be re-assessed within 12 months, starting from November 2006.

b. HSE

NW provided feedback on RIDDORs. Six RIDDORs had been passed to NW. NW also commented that the Gas Review was ongoing and the next stakeholder event will be held on the 2nd October 2006.

c. CORGI

PD provided an update on ACS Metering assessments (1st June 2006). PD circulated a table of the ACS Metering assessments in the meeting. PD concluded that the reassessment has increased and predicted that the figures

will rise in the future. The number of initial passes for REGT1 will also increase gradually.

d. BSI

Mike Buss provided an update on BSI standards.

BS 6400 Part 1 & 2: Final comments have been received. HSE have some concerns regarding high temperature test capability, as they are not compatible with BS: 4161 and EN: 1359 (Domestic Standards for Diaphragm Meters)

Meter Standards: Have been accepted and are compliant with MID and EN: 1359. Is going through the final process before printing.

e. IGEN

Ian Smith provided an update as follow:

- IGE/GM/8 Part 3. Non –domestic meter installations. Likely August 2006 (installation, commissioning)
- The relevant parts of GM/1 Edition 2 are posted on IGEN's website, to be superseded upon publication of GM/8 Parts 3 and 4.
- IGE/GM/8 Part 4. Non-domestic meter installations. Likely August 2006
- The relevant parts of GM/1 Edition 2 are posted on IGEN's website, to be superseded upon publication of GM/8 Parts 3 and 4.
- IGE/G/5. Gas in flats and other multi-dwelling buildings. Published. Seminars on
- 8th November 2006 (Edinburgh) and 14th November 2006 (Birmingham)
- IGE/GM/6 Edition 2. Low pressure non-domestic meter installations. Work started. Anticipate publication early 2007. Edition 1 is robust
- IGE/GM/4 Edition 2. Meter installations of MOP exceeding 38 bar. Published
- IGE/TD/4 Edition 4. Gas Services. Likely September 2006
- IGE/UP/1C. Testing and purging of meter installations. Likely October 2006
- IGE/TD/15. Withdrawn. Metering elements are superseded by BS 6400-2 and are obsolete. Gas service elements remain current, to be superseded by IGE/TD/4 Edition 4, and are posted on IGEN's website
- IGE/GM/8 Parts 1 to 5. Technical Seminars will be held in January 2007.

5. Discussion of MAMCoP Change Request Proposal – RGMA Compliance.

The meeting held at 10:00am, 12 July 2006, Ofgem London was discussed.

The key points emerging were:

- The Baseline is not built for iGT integrated MAMs and make the data flows very complicated thus compromising efficiency. AIGT to consider introducing flexibility for bundled entities within the RGMA.
- MAM's agree that documents should be consistent, however they are reluctant to be obliged to comply with the baseline as they have no direct veto to proposed changes. A meeting between the SPAA and the MAMs will be arranged by Mark Pitchford to further discussion.

6. Discussion on Meter Serial Formats

BC outlined the issue for the group.

The proposal is regarding pre-payment meters – the suggestion was to incorporate identifiers into the serial numbers.

It is also important to ensure no duplication of serial numbers by different MAMs and that the meter formats are compatible with supplier systems.

MAMs to liaise together and discuss requirements

- What their SN protocols are
- To agree on formats for pre-payment meters.

MB suggested that a list of MSN formats could be publicised in a trade association document such as the SPGI or AMO.

BC hold discussion and report back.

ACTION (6): Barry Cook

7. Progress of Review of CoP 1/c

PK provided an update on progress.

Comments on Draft of CoP 1/c have been received. These will be reviewed in a meeting planned for 17th July 2006.

Once CoP 1/c Review is complete the next stage will be to review CoPs 1/a and 1/b.

There is an issue of whether the OAMI CoPs should be incorporated into the MAMCoP. PK suggested that this be explored when MAMCoP is reviewed.

NW expressed concern over the gap caused by the expiration of Sunset Cause Provision.

MC to investigate Gas Forum views and circulate among the group.

ACTION (7): Mick Curtis

8. Progress on REGT 2 (I&C)

See Review of previous actions.

9. AOB

Nothing was discussed.

10. Date of Next Meeting

18th October 2006

**Action Log – MAMCoP Scheme Management Board Meeting –
12 July 2006**

<u>Action Ref</u>	<u>Issue</u>	<u>Date when issue originally raised</u>	<u>Action</u>	<u>Owner</u>
1	Request to iGTs - for a list of contact information and if they would be prepared to use template for GM8 & providing training for iGTs on GM8	19/01/2006	John Dale to follow up	AIGT (JD)
2	Generic Approval - Revisiting timescales	19/01/2006	Submit report to next meeting	NGG (PK)
3	RGMA Baseline	03/05/2006	To re-circulate changes on the marked up version on the baseline	Gas Forum (MC)
4	REGT 2	03/05/2006	All to provide PD with information on number of staff to be assessed, minimum instruments required and size of equipment.	All
5	REGT 2 Progress	03/05/2006	PD report back to the group on next meeting	CORGI (PD)
6	Meter Serial Number Formats	12/07/2006	MAMs to discuss format requirements. BC to report back at next meeting	NGG (BC)
7	Review of CoP 1/c	12/07/2006	To find out and circulate Gas Forum Views	Gas Forum (MC)