

16th MAMCoP Board Meeting

From	nunnb	8 December 2008
Date and time of Meeting	4 th December 2008 10:30	
Location	Room 1, Ofgem	

1. Present

Steve Rowe	Ofgem
Ben Nunn	Ofgem
Ian Smith	IGEM
Steve Brand	United Utilities
Steve Hayden	Lloyds Register
Terry Mundy	Lloyds Register
John Dale	AIGT
Scott Agar	EDF Energy
Dave Thorley	National Grid
Jim Sibley	Advantica
Phil Daniels	CORGI
Nicola Wade	HSE
Trevor Smallpeice	CORGI
John Heyburn	SGN Metering
Mike Buss	ACTARIS/SBGI
Tom Chevalier	AMO
Barry Cook	National Grid Metering

2. Apologies

Steve Gandy, E.On

3. Review of Minutes of the 15th MAMCoP Board Meeting

3.1. Minor changes to the minutes were made, and approved.

4. Review of Actions

Action	Person- By
Action (1) - Review of MAMCoP and CoP 1a/b	
1. This was on the agenda and it was agreed that this would be discussed in the meeting	See Action Log
Action (2) - Appeals Process for MAMCoP/AIGT	
<p>1. SR said that legal resource is strained at the moment and comments from the lawyers were not yet available. However, once finalised, SR said that he would send out the comments and that the legal team will be reviewing the situation soon.</p> <p>2. JD – GDNs have agreed that those who are competent will be put on the EUS register – however the EUS register database isn't yet functioning yet as envisaged.</p>	SR to obtain and circulate lawyers comments
Action (3) – MAM LR Audits	
<p>1. The timing isn't always applicable to MAMs in the scheme- the issue is to resolve what are the risks associated with the points raised particularly if subsequent visit is extended. Existing MAMs are keen to proceed on the existing timescale scheme. TM added that this wasn't really a problem for Lloyds Register because there isn't a huge number of MAMs so extending the time frame and a full assessment negates any associated risk. TM needed an indication from MAMs. SH- Jan/Feb not ideal but March would be OK, BC – March not great for NGM, SH wanted something firm in the diary, JD just need a date, fairly neutral, JH- go ahead as planned.</p> <p>2. SR suggested that Lloyds should ask for a response in writing.</p>	TM to ask for a response from MAMs
Action (4) - Moving Domestic Meters and OAMI CoPs	
<p>Steve Brown is working on publishing a document within the coming weeks, please keep an eye on the Ofgem website. This document will set out issues and legalities but will not resolve the issues with C + D regulations. TS described how the issue started and said that the situation could be made simpler. JS said that it comes back to licence conditions- any work on the meter must be done by an OAMI. TS said that it was a debate that is needed, particularly on who needs to be OAMI registered to move a meter – i.e. if the meter is being moved a small distance is there a need to for the person moving the meter to be a full OAMI? SR said that the issue needs notes for guidance. TS said that it could fit into a BS but it was BS6400 that needs reviewing. TS agreed to set-up a working group on the issue to resolve this.</p>	IS- Set-up a working group to resolve this.
Action (5) - I&C Meter Code Obligation - signatories	
1. SR- did chase Mick Curtis for this but received no	SR- chase Mick Curtis for MAM compliance

response.	letter
Action (6) - Metering Technical Responsibilities	
1. It was agreed that this was now closed-out.	Closed-out
Action (7) - Update on Missing ECVH	
1. This item was on the agenda and it was agreed that this would be discussed later in the meeting.	See Action Log
Action (8) - PEMs Workshop	
1. There is another workshop planned in January, however, there are no firm details at the moment- the last meeting had suppliers and MAMs invited.	NGM
Action (9) - CAPITA and HSE	
1. This item was on the agenda and it was agreed that this would be discussed later in the meeting.	See Action Log

5. OAMI and CoP Update

5.1. TS said that everything was almost complete, and that he received the COPS back from technical within CORGI. The document will be circulated to SR within the coming weeks, with the hope of having it ready by the next meeting.

5.2. SR said that there are some issues e.g Capita/CORGI and how Ofgem delivers that going forward. TS said however that it doesn't specifically mention CORGI, but refers to the registration body – hence the document will be a useful going forward.

5.3. There was some general discussion regarding the replacement of CoPs 1a, 1b and 1c with category 1, 2, 3 and 4. There was some discussion over how radical this change would be, TS said that fundamentally the categories correspond to the existing scheme except that category 2 was specifically related to domestic medium pressure installations (MPI).

5.4. There was some discussion over the details of the document and the unavailability of it, SR said that he was happy to circulate the document. It was also agreed that the document had already had a significant amount of consultation and comments received. The document will be circulated but did not envisage any wholesale changes.

5.5. JS raised the question as to how the transition arrangements were going to be administered and IS asked what the implications on MAMCoP were. TS said that the update was going to make the CoPs more consistent. SR said that announcements as to how the scheme will be managed will be announced going forward and added that the current thinking was that new applications may apply under the new CoP C. TS added that the transition was a natural progression.

6. J42 Gas Regulators

6.1. BC said that NGM had discovered a problem with Elster J42 regulators associated with a move of production facilities to Slovakia BC said that:-

6.1.1. The regulators hadn't been screwed in far enough, at first there didn't appear to be a problem, however, some of them were cross-threaded which creates a weaker joint, NGM is replacing any J42 regulators.

- 6.1.2. The problem is associated with assembly from Week 32 of 2007 until Week 4 2008, but there is no consistent failure rate. BC said that there were over 400,000 regulators which were installed but faults could be less than 100, however, it is difficult to identify the faults.
- 6.2. Elster have changed their production line in Slovakia and have been asked to make relevant parties aware of the issue.
- 6.3. NW said that MAMs should contact Elster for the report into this and that the issue had been flagged to BERR, however there had been no further communication regarding this.

7. Meter Mimic

- 7.1. BC- A device on the market was brought to NGM's attention when the device exploded at an I&C installation. Only the meter mimic device was damaged, and completely destroyed. The device claims to convert any meter into a smart meter by transmitting meter readings via a ferromagnetic device. It is sold by C+G Utilities Management. The fault centres around the Lithium D cells. Also, NGM were not aware of the installation of the device.
- 7.2. It is known that Severn Trent water put out a warning regarding the device and were not aware they were being fitted.
- 7.3. NW said that this was a trading standards issue as it related to product supply. Advised that the local authority for the company's head office should be alerted to any concerns identified.

8. Medium Pressure Meters – Pipework Fault

- 8.1. NW – HSE had some issues brought to their attention on inset medium pressure fed meter installations. The problem seems to focus on such meter installations fitted between the late 1990s and early 2000's found on new housing estates. The installation pipework is exiting through the rear of the meter box, through the fabric of the building, rather than around the outside of the meter box.
- 8.2. This issue has been discussed by the Gas Industry Unsafe Situations Panel as part of the 5th edition, evidence from research undertaken by Advantica has assisted in establishing risk based information regarding this particular installation fault. It remains unclear as to the scale of the issue, thus far only one MAM has identified significant numbers of such installations within their meter portfolio.
- 8.3. The panel viewed the unsafe situation merited an "At Risk" category, although the risk was low it still needed minimising this will be outlined in the 5th edition of The Gas Industry Unsafe Situations Procedure.
- 8.4. HSE and CORGI felt it was important to raise this matter at the MAMCOP to help raise awareness of the issue and the forthcoming guidance in 5th edition.
- 8.5. There have already been questions from consumers on the topic to HSE. Consumers have concerns that meter installations which they believed met the appropriate standards at installation have now been identified as incorrect. TS added that CORGI will get complaints about this however they are difficult to resolve as guidance was limited in the mid 1990's and early 2000 era and quite often the pipework installer was unknown therefore the MAM and developer were the first port of call to help resolve the issues however in most cases the responsibility fell on the homeowner after this period of time. JD also said that with the 10 year review of MPIs that effectively whole estates were being cut-off one-by-one.

8.6. Initial discussions amongst the Board indicated that there may be further risk based evidence available for the GIUSP panel to consider. NW felt the panel would be open to considering any further information on this issue which may offer options to mitigate the risks involved, although despite extensive requests from the panel to industry no further information had been forthcoming. The panel are currently working with industry representatives to produce a Technical Bulletin to offer further guidance on this issue.

BC said that NGM was in the process of assessing MPIs and also that there could be a material which could seal the pipework, however, with no quantifiable evidence that this is suitable material / method therefore members of the board were sceptical, but open to evidence to lower the risk category.

8.7. NW also said that HSE's view in support of the 5th edition improvements would be put on the HSE website in the coming weeks.

8.8. NW requested that a specific action be placed on ALL MAMs to report to the HSE & CORGI the total number of inset MP-fed metering installations within their portfolio. Including details as to the number where the pipework exits the meter box before passing through the fabric of the building. **ACTION ALL MAMs within 2 weeks.**

9. New Registration Scheme

9.1. NW handed out a leaflet (attached) and said a lot of information had been issued on the HSE website (www.hse.gov.uk/gas) regarding the current position for the new registration body. Any questions not resolved on the website can be directed to an e-mail address, also on the website.

9.2. At the moment Capita and HSE are dealing with a lot of administrative and procedural issues and further information would become available over time. NW added that there would be a lot of registration between January and March coinciding with a public awareness campaign and a new brand.

9.3. TS added that it was a busy time liaising with CAPITA explaining how CORGI has run things in the past and learning how CAPITA will introduced new initiatives in the future, however all CAPITA projections will meet the published deadlines.

10. Reports

10.1. CORGI

10.1.1. PD gave an update on competency assessments, hand-outs are attached to the minutes. On the topic of CMET2, PD said there are more holders than needed because some have taken it for MPIs in I&C premises.

10.1.2. Also, detail on NVQ assessments can be found on CORGI website.

10.2. BSI

10.2.1. MB- Meter boxes standard out for commentary

10.3. IGEM

10.3.1. GM5, GM7a and GM7b are out for comment. There are no substantial changes to GM7b whilst substantial changes have been made to GM7a.

10.3.2. Set-up panels on SR25 and will produce an UP17 for I&C plants.

10.3.3. Over the next year there will be changes to GM7b but IS told the board to also wait for SR25

10.3.4. GM26 and CoP1b – slow progress being made.

10.4. ECVH

10.4.1. TC- transporters agreeable however 1 transporter wants to know where every handle is being fitted, TC will go back and discuss.

10.4.2. SR said he was broadly content with progress in this area and that it should progress as discussed at the last MAMCoP Board Meeting.

10.4.3. There was some issue over MPIs but it was agreed that it just needed to be the correct colour.

10.5. IST3

10.5.1. IST3 looking at governance arrangements and requirements under MAMCoP.

10.5.2. Costing for gas on a 3-year cycle is being considered but a cost benefit analysis needed to take place which the sub group is addressing.

10.5.3. Another IMAG meeting is due in January focusing on consultation and further debate will take place.

11. AOB

11.1. Action (6) from 15th minutes

11.1.1. TS- CORGI had to stop the TB/article on GT2 as GT2 was unavailable; there was discussion as to how individuals could work to it without GT2 being available. DT replied that he was working on getting GT2 available.

11.1.2. There was some discussion on whether IGTs would have different requirements, but it was agreed that on the whole IGTs would follow NGs lead.

11.2. ICO Enquiry in Scotland

11.2.1. IS advised everyone to keep an eye on the website as there are views to change the legislation to include LPG.

12. Date of next meetings

12.1. SR suggested at the meeting that dates for MAMCoP Board Meetings in 2009 be agreed. SR has suggested the following dates; IS has suggested that IGEM would be able to host one of the meeting at the new IGEM offices. Venues to be confirmed

- **26th March 2009 at Ofgem, 10:30**
- **16th June 2009 at Ofgem, 10:30**
- **8th September 2009 at Ofgem, 10:30**
- **15th December 2009 at Ofgem, 10:30**

Action Log

Action Ref	Issue	Date when originally raised	Action	Owner
1	Review MAMCoP and CoP 1a/b	18/10/2006	<ul style="list-style-type: none"> SR- review CORGI developments and Circulate Document 	Ofgem (SR) CORGI (TS)
2	Appeals Process for MAMCoP/AIGT	17/01/2007	<ul style="list-style-type: none"> SR to obtain and circulate 	Ofgem
3	Commissioning and Auditing	16/10/2007	<ul style="list-style-type: none"> TM to ask MAMs in writing for response 	Lloyds Register
4	Moving Domestic Meter and OAMI CoPs	16/10/2007	<ul style="list-style-type: none"> IS to set-up working group on moving domestic meters. 	IGEM Ofgem
5	I&C Meter Obligation	22/01/2008	<ul style="list-style-type: none"> SR to chase MC for I&C MAM compliance letter 	SR/MC
6	Update on missing ECVH	16/10/2007	<ul style="list-style-type: none"> TC to continue discussions with industry 	TC
7	PEMs Workshop	28/08/2008	<ul style="list-style-type: none"> Eric to present what has been learnt 	NGM
8	Capita and HSE	28/08/2008	<ul style="list-style-type: none"> MAMs to monitor HSE website 	All
9	Meter Mimic	04/12/2008	<ul style="list-style-type: none"> BC to inform trading standards of device fault 	BC
10	MPI Installation Faults	04/12/2008	<ul style="list-style-type: none"> MAMs to respond to Nicola Wade on number of MPI installations 	All MAMs