

23rd MAMCoP Board Meeting

| | | |
|--|---|---|
| <p>The MAMCoP Board meets quarterly to discuss issues arising from the MAMCoP and also to discuss industry developments.</p> | <p>From Date and time of Meeting Location</p> | <p>vanReeM 12th October 2010 10:30-14:45 Ofgem</p> |
|--|---|---|

1. Attendance List

- | | |
|--------------------|-------------------------------|
| 1. Bob Murray | AIGT |
| 2. John Meehan | National Grid |
| 3. Mark Burrows | National Grid |
| 4. Dave Thorley | National Grid |
| 5. John Heyburn | Scotia Gas Networks |
| 6. Mike Buss | Itron |
| 7. Chris Chambers | Health & Safety Executive |
| 8. Jim Sibley | GL Industrial Services |
| 9. Rodney Hancox | Energy Metering Solutions Ltd |
| 10. Ian Smith | EU Skills |
| 11. Mark Rolfe | GSR |
| 12. Vic Tuffen | Wilcock Consultants Ltd |
| 13. Peter Hurst | IGEM |
| 14. Tom Chevalier | Power Data Associates |
| 15. Scott Agar | EDF Energy |
| 16. Russell Gibson | Energy Assets |
| 17. Steven Gandy | E.On Energy Services |
| 18. David Perriam | WW Utilities |
| 19. S. Hanman | WW Utilities |
| 20. Steve Hayden | Lloyds Register |
| 21. Kelly Sherwood | Siemens |
| 22. Steve Brand | Enterprise |

Ofgem Attendees;
Belinda Littleton; Michael van Ree; Steve Rowe;

Apologies:

| | |
|-------------------|------------------|
| Ian Aldridge | National Grid |
| Gary Cottrell | SBGI |
| Mark Pacitti | UK SMG |
| Terry Mundy | Llyods Register |
| Nick Watson | SGN |
| Anton Kalafus | EDF |
| Andy Goodfellow | United Utilities |
| Trevor Smallpeice | EAGA |

2. Review of Minutes from 22nd MAMCoP Board Meeting

2.1. Going forward the minutes will be emailed to the MAMCoP board members for review within one week of the meeting. Any comments will be received within the second week and published to Ofgem's website within one month. Reviewing the minutes during the following meeting will be discontinued.

3. Review of Action Log

| Action Ref | Issue | Date when originally raised | Action | Owner |
|------------|---------------------------------|-----------------------------|---|---------|
| 1a | Review MAMCoP | 18/10/2006 | IGEM MAMCoP review ongoing. Initial comments have now been received and have been incorporated and will be available on the 22 nd October for comment and presented at the December meeting. SR/PH to update group. | OFGEM |
| 1b | OAMI Cops review | 18/10/2006 | On hold until the MAMCoP review is complete. | Wilcock |
| 2 | Appeals Process for MAMCoP/AIGT | 17/01/2007 | Right to appeal is needed in the MAMCoP, however Ofgem have no desire to be the appeals body, except perhaps under emergency circumstances. Some commented that a sub | OFGEM |

| | | | | |
|----------|---|------------|---|-------------|
| | | | group could be selected by the MAMCoP board to arbitrate. This will be incorporated into MAMCoP review. | |
| 3 | Smart Metering | 16/06/2009 | MB to update board on smart metering progress. | MB - closed |
| 4 | Permalii Meter Boxes | 16/06/2009 | DT/IA to provide info in the form of an Agenda item for October 2010 meeting to feedback to group. | TS/DT |
| 5 | Structures Built around External Meter Boxes | 8/09/2009 | DT to provide update on issue under Gas Industry Unsafe Situations forum and through GSR and report back on progress to MAMCoP Board. DT took issue to Unsafe Situations Committee - agreement to review whether it should be classed as at risk. DT will be reviewing the amendments and taking situation back to Unsafe Situations Will be agenda item at December 2010 meeting. | DT |
| 6 | Meter/ECV washers | 15/12/2009 | BC produced note to MAMCoP board in December 2009. Action on MR to send bulletin to Ofgem for circulation and approval before being published by GSR. | MR - closed |
| 7 | Industry Standard Update (ISU) | 16/03/2010 | Ofgem to Circulate relevant documents on behalf of EU Skills. | SR - closed |
| 8 | Old Chestnuts | 06/07/2010 | TC to present update on Old Chestnuts working group work completed to date | TC - closed |

4. Agenda Items

4.1. Prime & Sub-deduct Meters – Steve Brown

- 4.1.1. SB from Ofgem updated the Board on sub-deduct meters. There are around 1700 of this metering installation type, dating from 1996 and earlier. Three slides (<http://www.ofgem.gov.uk/NETWORKS/TECHN/METROLOGY/ASSETMGMT/MAMCOP/Documents1/SubdeductDiagrams.pdf>) show the methodology used to

calculate the gas usage for the unmetered site, by way of taking a primary meter, and subtracting secondary readings within that sub-deduct system.

4.1.2. Some concerns were raised regarding the pipework between the primary and secondary meters, and the implication of pipe failure on availability of supply for both primary, secondary, and the unmetered site.

4.1.3. In 2008 Ofgem allowed for xoserve to undertake a study of the sub-deducts to determine the quality of management of the sub-deduct installations, and also get cost estimates for re-engineering of the systems. SB commented that this type of installation and their rectification would be account for through GDPR II, as it is a priority to fix these installations (although in some cases, physical placement of the installation can prove this difficult or impossible).

4.1.4. DECC are currently consulting on this and other issues for any comments see the link:

http://www.decc.gov.uk/en/content/cms/consultations/gas_licence_ex/gas_licence_ex.aspx

4.2. Old Chestnuts – Gas – Tom Chevalier A draft of the minutes from this subgroup can be found here:

<http://www.ofgem.gov.uk/NETWORKS/TECHN/METROLOGY/ASSETMGMT/MAMCOP/Documents1/MAMCoP%20Subgroup%20Meeting%201%20Notes%20-%20Draft%20Circulation%20Copy%2012th%20Oct.pdf>

4.2.1. MAMCoP Safety Working Group met to discuss the Old Chestnuts at SBGI 13 Oct 2010. Topics covered included: the definition of a metering system; the height of meters; semi-concealed meter boxes; radio propagation; damaged external meterboxes; insulation joints; and the separation of gas and electricity meters. There was a lot of agreement and the the group decided upon a number of actions for individuals to take forward. The next meeting is on 8th December.

4.3. Meter Washers – Mark Burrows The paper associated with the meeting can be found here:

<http://www.ofgem.gov.uk/NETWORKS/TECHN/METROLOGY/ASSETMGMT/MAMCOP/Documents1/Washer%20update%208th%20October%202010.pdf>.

4.3.1. A Safety Alert is ready to be published by Gas Safe Register. There was some discussion over specific wording, in addition to comments from Board Members on the inclusion of Next Steps into the document. *The draft document was tabled and will be circulated for final comment once industry stakeholders have finalised.*

4.3.2. Another issue discussed was what the final solution would be, given that the Safety Alert was more of an interim position. MB commented at BS746 could be reviewed, hopefully to incorporate lessons learnt.

4.3.3. MB gave presentation on testing that had taken place on different washer types.

The latest three batches, two from CherrySource and one from Honey Crown, have shown promising results. However, the manufacturers have not been forthcoming in discussing production and composition changes that may have taken place over the last few years. Tests are now underway to see how they perform under a range of temperatures. The general conclusion is so far that they are much better than those in circulation but not yet perfect.

A BS746 meeting last week accepted proposals for a review and a panel is to be set up with the hope of tying down parameters of washer performance. It

was commented that any new washer standard should allow for the new washers to be identifiable as according with tightness specifications (this could be in the form of a different colour, although this would potentially change the washer properties and therefore would have to be allowed for in the specification).

BM commented that not all networks are aware of the issues with washers, and asked that the document be sent out a.s.a.p. MB asked for comments on the document by 15th October.

SR commented that as the MAMCoP has not taken an active role in development of the solutions, it was preferable to say that the document was written in consultation with metering industry stakeholders, as opposed to the MAMCoP Board.

GSR should be recognised for its initiative in taking on the development of the Safety Alert document.

5. Reports/Updates

5.1. Gas Safe Register – Mark Rolfe

5.1.1. Three documents were presented by MR for MAMCoP Board review. *These draft documents were tabled and will be circulated for final comment once industry stakeholders have finalised.*

5.1.2. Some amendments were suggested, particularly the sentence concerning MAMCoP's input (to be amended as with the meter washer safety alert). Comments on the documents should be given to MR by 22 October ready for the Unsafe Situations panel.

5.1.3. Concerns were raised by the Board that the documents ought to make clear the actions that should be taken when Smart Meters are installed. This should then separate out historic connections, compared with correct connections, and what should occur on Smart Meter installation.

5.1.4. One particular concern was the ownership of flexes. MR will take all comments, and feed them into the Old Chestnuts debate. An update of this will be provided at the December 2010 MAMCoP.

5.2. EU Skills – Ian Smith

5.2.1. Good progress is being made with prospective smart metering qualifications for going into ACS. The scope of skills for smart metering qualifications have been looked at at various levels. There is a plan to prohibit new engineers entering the market through the ACS route although existing engineers would be exempt. MR commented that EU skills should define what is a 'competent standard' which doesn't restrict routes to entry too much. British Gas already have an impressive learning programme in place which is producing Dual Fuel meters.

There was some desire by Board Members to see an update of the EU Skills work. IS and TC commented that Steve Collier from EU Skills would be best placed to do so at the December Board meeting.

5.3. IGEM- Peter Hurst

- 5.3.1. SR25 published, looking at Hazardous Area classification for Natural Gas Installations. There is a technical seminar on 10 November 2010.
- 5.3.2. GM6 is currently being reviewed, with the intention of being published in November.

5.4. BSI- Mike Buss

- 5.4.1. BS 746 (as discussed in item 4.3) is to be updated.
- 5.4.2. JS commented that there is a consultation on MID meters being lead by the NMO, this closes on 1 November 2010. This has been sent out through IGEM for any comments. This is an initial report going back to Parliament: it is not a final document. Comments on this are welcome, although MB set out that the main area of contention was regarding metrological control, which could encompass many aspects currently not included such as payment functionality. These issues pose a risk to the smart metering rollout. DECC has also hinted that simplicity is key. If it is not a simple solution, aspects such as approvals processes will be lengthened, time to train approvals bodies will lengthen, and over-air upgrades to smart meters will not be possible.

5.5. AMO- Tom Chevalier

The paper associated with the meeting can be found here: <http://www.ofgem.gov.uk/NETWORKS/TECHN/METROLOGY/ASSETMGMT/MAMCOP/Documents1/ECV%20Handles%204%20Jun%202009.pdf>

- 5.5.1. TC reported on ECV Handles
- 5.5.2. TC commented that NGG are unable to source/supply ECV handles. WWU changed logistics company for recovering their PEMS equipment, however WWU commented that no one has ever asked for the PEMS equipment back (despite their obligation to keep it for 28 days).
- 5.5.3. National Skills Academy, through their metering forum, are looking at training, assessment and skills. This is being attended by MAMs, secondary metering companies (such as installers) and others. The next meeting is 13 October 2010. VT commented that the quality of training available to OAMIs is low.

There was some discussion of PEMS, and its continued high prevalence, although recent figures are not available.

5.6. OAMI- Vic Tuffen.

- 5.6.1. VT reported that the planned audits for 2010 are now complete (as of end June 2010). Next year's audits are now being planned.

6. Any Other Business

6.1. MR – GSR

MR commented that within GSR there is a competency review now in progress.

Also, the Registered Gas Engineer magazine has advertised that the Unsafe Situations Panel is currently filling places.

6.2.SR – IST

SR commented that the NMO are currently forming a group to look at the proposed In Service Testing (IST) regime.

6.3.BM - Metering Incident

BM discussed a metering incident which has useful lessons learnt for both the Board and the Old Chestnuts document.

There was a fire on a network service, which was then disconnected. It was proven that no gas had escaped. It was then discovered that electrical cables had been run behind the gas meter box, which melted an adapter. The wiring regulations no longer allow for this.

This highlights the need for separation of gas and electricity services.

Recommendations from the incident included:

- Safety bulletin;
- Being vigilant of these issues prior to installation;
- Grey sleeve checks to ensure no slippage; and
- Internal toolbox talks, and communication with stakeholders

6.4.KS – J42s

The scope of inspection has been widened from 2007 to include additional items. (The additional scope is to include flexes, over and above the regulator and meter union as previous). This will add a large number of installations to the scope of work.

6.5.TC – East Sussex Fire Service

The East Sussex Fire Service have published a report outlining incidents that lead to fire in homes, which is now out to industry for comment.

7. Date for next meeting

7.1. December 21 2010

7.2. March 15 2011

ACTION

LOG

| Action Ref | Issue | Date when originally raised | Action | Owner |
|-------------------|---|------------------------------------|---|--------------|
| 1a | Review MAMCoP | 18/10/2006 | IGEM MAMCoP review ongoing. Initial comments have now been received and have been incorporated and will be available on the 22 nd October for comment and presented at the December meeting. SR/PH to update group. | OFGEM |
| 1b | OAMI Cops review | 18/10/2006 | On hold until the MAMCoP review is complete. | Wilcock |
| 2 | Appeals Process for MAMCoP/AIGT | 17/01/2007 | Right to appeal is needed in the MAMCoP, however Ofgem have no desire to be the appeals body, except perhaps under emergency circumstances. Some commented that a sub group could be selected by the MAMCoP board to arbitrate. This will be incorporated into MAMCoP review. | OFGEM |
| 3 | Smart Metering | 16/06/2009 | MB to update board on smart metering progress. | MB - closed |
| 4 | Permal Meter Boxes | 16/06/2009 | DT/IA to provide info in the form of an Agenda item for October 2010 meeting to feedback to group. | TS/DT |
| 5 | Structures Built around External Meter Boxes | 8/09/2009 | DT to provide update on issue under Gas Industry Unsafe Situations forum and through GSR and report back on progress to MAMCoP Board. DT took issue to Unsafe Situations Committee - agreement to review whether it should be classed as at risk. DT will be reviewing the amendments and taking situation back to Unsafe Situations Will be agenda item at December 2010 meeting. | DT |

| | | | | |
|----------|---------------------------------------|------------|---|-------------|
| | | | | |
| 6 | Meter/ECV washers | 15/12/2009 | BC produced note to MAMCoP board in December 2009. Action on MR to send bulletin to Ofgem for circulation and approval before being published by GSR. | MR - closed |
| 7 | Industry Standard Update (ISU) | 16/03/2010 | Ofgem to Circulate relevant documents on behalf of EU Skills. | SR - closed |
| 8 | Old Chestnuts | 06/07/2010 | TC to present update on Old Chestnuts working group work completed to date | TC - closed |