

25th MAMCoP Board Meeting

The MAMCoP Board meets quarterly to discuss issues arising from the MAMCoP and also to discuss industry developments.	From Date and time of Meeting Location	vanReeM 28 th June 2011 10:30-15:00 Ofgem
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1. Attendance List

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| 1. Kelly Sherwood | Siemens Metering |
| 2. John Meehan | OnStream |
| 3. Stephen Hanman | WW Utilities |
| 4. Mark Burrows | National Grid |
| 5. Peter Hurst | IGEM |
| 6. Keith Johnston | AIGT |
| 7. John Heyburn | Scotia Gas Networks |
| 8. Steven Gandy | E.ON Energy Solutions |
| 9. Michael Worrell | National Measurement Office |
| 10. Jim Sibley | GL Noble Denoton |
| 11. Anton Kalafus | EDF |
| 12. Steve Brand | Enterprise |
| 13. Vic Tuffen | Wilcock Consultants Ltd/ SBGI |
| 14. Tom Chevalier | Power Data Associates |
| 15. Chris Chambers | Health & Safety Executive |
| 16. Tim Nicholson | Meter Provida Ltd |
| 17. Ian Moss | EU Skills |
| 18. Mark Rolfe | GSR |
| 19. Dave Thorley | National Grid |
| 20. Steve Hayden | Lloyds Register |

Ofgem Attendees;

Belinda Littleton; Michael van Ree; Harpal Bansal

Apologies:

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| 1. Scott Agar | EDF Energy |
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| 2. Trevor Smallpeice | EAGA |
| 3. John Dale | GTC |
| 4. David Perriam | WW Utilities |
| 5. Andy Goodfellow | Northern Gas Networks |
| 6. Russell Gibson | Energy Assets |
| 7. Rodney Hancox | Energy Metering Solutions Ltd |
| 8. Gary Cottrell | SBGI |
| 9. Lesley Ecob | IGEM |
| 10. David Moorhouse | National Measurement Office |
| 11. Ian Smith | EU Skills |
| 12. Terry Mundy | Llyods Register |
| 13. Ian Smith | EU Skills |
| 14. Steve Rowe | Ofgem |

2. Review of Minutes from 24th MAMCoP Board Meeting

- 2.1.** 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 approved by Board, subject to definition of 'should' revised to remove relation to 'best practice' and further references to such and also minor amendments.	PH
1b	OAMI Cops review	18/10/2006	VT updated group, OAMI CoP updated. To be circulated for comment in parallel with MAMCoP revised version. To be agreed at October meeting. The Board agreed that the CoPs will not be overlapping in terms of content, and that in order to progress and accurately cross reference the documents, the MAM and OAMI CoPs should enter the public domain as soon as possible.	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. MAMCoP document now approved by Board with appeals process.	OFGEM
3	Permalink Meter Boxes	16/06/2009	JS provided draft document for unsafe situations group. Comments to be fed back to JS by 05/07/2011. http://www.ofgem.gov.uk/Networks/Techn/Metrolgy/AssetMgmt/mamcop/Documents1/Technical%20Bulletin%20-%20Gas%20safety%20conce	Closed

			rn%20regarding%20the%20P ermal%20A%20type%20met er%20box.pdf	
4	EU Skills Information	15/03/2011	Steve Collier sent out template for MAM smart meter rollout modelling	Closed
5	Smart Metering Installation CoP (ERA)	15/03/2011	Agenda item for October 2011 meeting.	Ofgem/ERA

4. Agenda Items

4.1.Independent review of Health and Safety Regulations –Chris Chambers

- 4.1.1. The Government has established an Independent Review of Health and Safety legislation. The review will consider the opportunities for reducing the burden of health and safety legislation on UK businesses while maintaining the progress made in improving health and safety outcomes. This review - under the chairmanship of leading risk management specialist Professor Ragnar Löfstedt - is due to make recommendations to Ministers by the end of October 2011.
- 4.1.2. The Professor and advisory panel are asking all interested parties to provide evidence that will help inform the scope for reducing the burden of health and safety regulation on UK businesses whilst maintaining health and safety outcomes.
- 4.1.3. DWP have asked for a review of HSE Regulations. The scope of the review will look at regulations and competencies that sit under the Gas Act, including:
- any need to consolidate, simplify or abolish regulations,
 - whether they are compliant with EU regulations (such as gold-plating EU directives to ensure health and safety at work),
 - whether lessons can be learnt from other countries' experiences,
 - potential links between personal injury litigation and health and safety law,
 - whether the legal position of employees not compliant with health and safety are tight enough.
- 4.1.4. The call for evidence includes a list of specific questions against which the review team would welcome evidence. You are also invited to provide any other evidence and representations you think appropriate.
- 4.1.5. To provide evidence, you can complete the boxes in the RTF version of the call for evidence document. The review documents can be downloaded from <http://www.dwp.gov.uk/consultations/2011/lofstedt-review-cfe.shtml> You can then save this to your computer and email it back to the review team at: review.healthandsafety@dwp.gsi.gov.uk
- 4.1.6. The deadline for comments is 29 July 2011.

4.1.7. The government is reviewing health and safety in its Red Tape Challenge for the public and industry to comment.

4.1.8. The Red Tape Challenge was launched by the Prime Minister on 7 April to give the public and business the chance to have their say on the regulations affecting them. Reducing the number of rules and regulations is central to the coalition's vision for Britain and the Red Tape Challenge is a key part of that drive.

Health and Safety regulation is one of six cross cutting themes that the public can comment on over the full course of the Red Tape Challenge campaign, but from 30 June 2011 there will be a special three-week focus on health and safety regulation to encourage the public to get involved and have their say.

<http://www.redtapechallenge.cabinetoffice.gov.uk/home/index/>

4.2. Meter Asset Management Accreditation Scheme: Feedback on Audit Findings – Steve Hayden

4.2.1. SH presented the following presentation on the MAMCoP audits completed for 2011: http://www.ofgem.gov.uk/Networks/Techn/Metrology/AssetMgmt/mamcop/Documents1/MAMCoP_presentation_June_2011.pdf

4.2.2. One particular example (as set out in the slides) was discussed. There was consensus that a letter would be sent to the MAM indicating a major deficiency.

4.2.3. DT also mentioned that GTs have agreed to update their suite of documents, whereby there will now be a consistent suite of documents (they had been developed independently, resulting in inconsistencies).

4.2.4. As the MAMCoP document has now been updated, the Board determined that the audits should reflect the new document by April 2012. For new applicants, the new document would be adhered to from the outset, and for existing MAMs there will be a phased approach.

Action: Lloyds Register will present at the October Board meeting with their proposed changes to the audit scheme.

4.3. OAMI Report – Vic Tuffen

4.3.1. VT presented the results of the OAMI audits for 2011. It will be circulated alongside last year's report. TC commented that further detail of issues with a comparison against previous years would be most useful.
<http://www.ofgem.gov.uk/Networks/Techn/Metrology/AssetMgmt/mamcop/Documents1/Wilcock%20Consultants%20OAMI%20Report%20June%202011.pdf>

4.4. CEN/TC 237 Presentation – Jim Sibley

4.4.1. JS presented CEN/TC 237's current work in a presentation. This group is significantly ahead of its contemporaries in electricity and water, and so is leading the field in terms of learnings.
<http://www.ofgem.gov.uk/Networks/Techn/Metrology/AssetMgmt/mamcop/Documents1/MAMCoP%20presentation%202011%2006%2028-1.pdf>

4.4.2. CEN/TC 237 will no longer be funded by National Grid because of their lack of involvement in smart metering. The group agreed that it would be bad to lose the UK's position on CEN/TC 237. TC indicated that potentially trade associations could fill the funds gap. He indicated that AMO might consider doing this but would need to know the sum needed.

5. Reports/Updates

5.1. Gas Safe Register – Mark Rolfe

- 5.1.1. Registration update: there are currently 66 000 businesses registered with GSR, which approximates to 120 000 registered engineers.
- 5.1.2. Competency Review: A vast number of responses have now been received regarding the first workshop. The next stage will be to validate feedback. Eight more workshops are scheduled throughout July. A report setting out recommendations of mechanisms to achieve competent standards will then go to HSE.

5.2. EU Skills – Ian Moss

- 5.2.1. Smart metering QCS qualification is now available, which takes around six months to complete. It will be available through a number of awarding bodies.
- 5.2.2. Old Chestnut: the ENA have a number of smart metering issues related to service positions, and are looking for ways to avoid duplicating efforts.
<http://www.ofgem.gov.uk/Networks/Techn/Metrology/AssetMgmt/mamcop/Documents1/Ian%20Moss%20-%20Hierarchy%20of%20issues%20-%20reporting%20to%20DNOs%20-%20Gas%20V4%20-%20Landscape.pdf>
- 5.2.3. Smart metering accreditation: This accreditation for both gas and electricity, including 'up-skilling'. KS is a representative on the workgroup for the quality assurance process. He will feed back information to the group as appropriate.

5.3. IGEM- Peter Hurst

- 5.3.1. PH presented a statement on the proposed MAMCoP competencies for comment. This is being considered separately to the MAMCoP review so as not to delay publication.
<http://www.ofgem.gov.uk/Networks/Techn/Metrology/AssetMgmt/mamcop/Documents1/IGEM-TSP-11-133%20Proposed%20MAMCoP%20Competency%20Statement.pdf>
- 5.3.2. There was debate about how to measure competency (qualifications plus experience) and the means for doing so. In particular, there was a concern that it can be difficult to achieve IGEM qualifications when working in a narrow area. JS will look into ways of achieving qualifications for metering.
- 5.3.3. Action: PH to email out a revised copy having taken into account comments, which Board members can comment on.
- 5.3.4. Standards under review:
 - IGEM/GM/6 Edition 2 Standard meter designs – published in March 2011.
 - IGEM/UP/1C Strength, tightness testing and purging meter installations (industrial and commercial) published in March 2011.

Standards in review:

- IGEM/G/1 Defining the end of the network – initial panel meeting 31 May.
- IGEM/SR/29 Edition 2 Dealing with reported gas escapes is in draft after comment.
- IGEM/GM/7B Edition 2 Hazard area classification for gas metering equipment – review will start shortly.
- IGEM/UP/IB Edition 3 Tightness testing and purging of domestic gas installations.

More information available at www.igem.org.uk

5.4. BSI- Jim Sibley

5.4.1. EN1776 metering standards are currently being processed and are to be available for comment next year. They are concerned about how gas is priced and the methodology used, as there is a preference to change from accuracy on volume to accuracy based on energy used. There is a desire to standardise the process. Dave Lander of Dave Lander Consulting has been inputting some work on determinations.

5.4.2. Revision of BS6400, both parts 1 and 2, due this year.

5.5. AMO- Tom Chevalier

5.5.1. TC shared knowledge of DECCs smart programme and its structure. The paper from DECC may assist MAMCOP board members to understand the DECC programme groups.

http://www.ofgem.gov.uk/Networks/Techn/Metrology/AssetMgmt/mamcop/Documents1/ODAG_ICG%20Paper%20-%20Industry%20and%20Stakeholder%20Groups%2020110518.pdf

5.5.2. Prime & Subs -

<http://www.ofgem.gov.uk/Pages/MoreInformation.aspx?file=OpenLetterSubDuctv1%2018.pdf&refer=Networks/GasDistr/GasDistrPol>

5.6. OAMI- Vic Tuffen.

5.6.1. No additional items.

6. Any Other Business

6.1. N/A

7. Date for next meeting

Tuesday 4 October 2011

December 2011 TBC

ACTION

LOG

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1a	Review MAMCoP	18/10/2006	MAMCoP to be presented for information as final draft. Ofgem to update references and contacts.	IGEM/Ofgem
1b	OAMI Cops review	18/10/2006	VT updated group, OAMI CoP updated. To be circulated for comment in parallel with MAMCoP revised version. To be agreed at October meeting. The Board agreed that the CoPs will not be overlapping in terms of content, and that in order to progress and accurately cross reference the documents, the MAM and OAMI CoPs should enter the public domain as soon as possible.	Wilcock
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3	Smart Metering Installation CoP (ERA)	15/03/2011	ERA will be running and looking to make use of the SMICoP later in the year. Document underpinned by license conditions. Ofgem needs to show position on SMICoP. Many MAMCoP members uninformed so will be added as an agenda item for October's meeting. ERA will give and update with potentially a representative from DECC to give an overview of Smart meter implementation and rollout.	ERA/Ofgem
4	MAMCoP Audits	28/06/2011	Lloyds Register will present at the October Board meeting	TM/SH

			with their proposed changes to the audit scheme.	
5	MAMCoP Competency	28/06/2011	PH to email out a revised copy having taken into account comments, which Board members can comment on.	PH