

## **Operational Metering Communications Meeting- (8)**

**Date Of Meeting: 19<sup>th</sup> January 2012**

**Time of Meeting: 10.00 am**

**Location: E.ON Offices, Pall Mall London**

<b>Present:</b>	Jenny Rawlinson (Chair)	JR	GTC
	Tracy Goymer	TG	GTC
	Gethyn Howard	GH	IPL (Teleconference)
	Stefano Tiani-Tanzi	ST	IPL (Teleconference)
	Colette Baldwin	CB	E.ON
	Steven Webster	SW	E.ON
	Ashley Collins	AC	EDF (Teleconference)
	Ian Lightowler	IL	BGT
	Andy Smith	AS	Npower (Teleconference)
	David McCrone	DM	ScottishPower (Teleconference)
	Trevor Peacock	TP	Fulcrum Pipelines

### **1. Admin and Introductions**

JR advised that there were no fire alarm tests due.

### **2. Minutes from Previous Meeting**

The previous minutes were agreed by the group.

### **3. Actions from Previous Meeting**

See Actions Log for update.

### **4. Discussion surrounding use of K08 or ONAGE**

It was agreed that the K08 would be used and not the ONAGE. The use of the K08 was defined as being the MAM ID notification to the iGT and the iGT ceased responsibility for metering notification.

### **5. Review of Question Paper**

The Question Paper was reviewed and the agreed responses will be circulated in an updated paper. All current questions were closed off. Those relevant conclusions would be included in the validation and rules sections of the Ancillary Document.

## 6. Review of Ancillary Document

The Ancillary Document was reviewed and an updated version will be circulated. It was agreed that all workgroup members would then review the document, in particular the validation and rules, and feed back prior to the next meeting.

**Action: All to review Ancillary Document and feed back prior to next meeting.**

## 7. Review of Work Plan

Jenny to update Work Plan including the aim of the next meeting to 1) Agree final draft of Ancillary Document, 2) Agree Draft Modification Proposal. Colette agreed to circulate a draft modification proposal.

**Action: Jenny to update and circulate the Work Plan.**

**Action: Colette to circulate draft modification proposal.**

## 8. Any Other Business

The group agreed that a separate PEMs session should be held. This would be following the next meeting.

## 9. Next meeting

Tuesday 21<sup>st</sup> February. Workgroup members to check venue availability.

**Action: All to check venue availability.**

### Action Log:

<b>1</b>	ALL	To review and feedback Ancillary Document prior to next meeting	Pending
<b>2</b>	JR	To update and circulate Work Plan	Pending
<b>3</b>	CB	To circulate draft modification	Pending
<b>4</b>	ALL	To check venue availability	Pending

### Closed Action Log:

<b>1</b>	AS	To look at Reading (M) and read date (0) on .UPD File	Closed
<b>2</b>	AS	To compare .Job with Onjob	Closed
<b>3</b>	SA	Continue compiling the User Guide	Closed

<b>4</b>	ALL	To continue to work with Internal IT Teams in preparation of next meeting	Closed
<b>5</b>	IGTs	To confirm whether populating meters as F freestanding rather than P - primary will be an issue.	Closed
<b>6</b>	TG	To draw up PEMS scenario's	Closed
<b>7</b>	AC	To send PEMS Validation Rules to the group	Closed
<b>8</b>	IGT's	Check cyclical read header and trailer to see if contains shipper id	Closed
<b>9</b>	TG	Circulate File Naming Convention	Closed
<b>10</b>	ALL	Review User Guide and feedback responses to the questions	Closed
<b>11</b>	DM	To circulate initial technical assessment to the group	Closed
<b>12</b>	IGTs	To review rejection codes and see if more are required	Closed
<b>13</b>	IGTs	Check when rejecting K09 does the IGT respond with the details held or details given by shipper	Closed
<b>14</b>	IGTs	To review minimum example files for validation purposes	Closed
<b>15</b>	ALL	To review surplus requirements to check all covered	Closed
<b>16</b>	IGTs	To look at minimum example files	Closed
<b>17</b>	TG	To include example on Validation Document	Closed
<b>18</b>	IL	To provide definition of field lengths	Closed
<b>19</b>	AC	Ask XOSERVE if there would be any issues with including the Shipper ID in the PEMS file	Closed
<b>20</b>	TG	To provide example S72 File	Closed
<b>21</b>	CB	To provide S72 Rejection Codes	Closed

<b>22</b>	IGT's	To check F215 MAM ID text field length	Closed
<b>23</b>	TG	To review rejection codes and include those relevant to the process	Closed
<b>24</b>	IL	To produce full .job fields	Closed
<b>25</b>	IL	To start on File Validation & Rules for .Job	Closed
<b>26</b>	AS	To clarify why the FRJ is incorrect	Closed
<b>27</b>	ALL	Check Organisation ID character/Txt	Closed
<b>28</b>	ALL	To review Questions Document and feedback comments to TG	Closed

### Log of Potential Concerns:

<b>1</b>	MAM ID on CoS flow to New Shipper to be included/mandated on the appropriate CoS Files.
<b>2</b>	Transportation charges to continue where no meter shown, where appropriate
<b>3</b>	Re-charge to Shippers for 3 <sup>rd</sup> Party Meters Emergency Provision Charge
<b>4</b>	British Gas removal of IGT Meters (Kay Houghton's email)
<b>5</b>	Consider the possibility of an instance where subsequent to de-appointment, the shipper may wish to re appoint the IGT with the request of a new meter installation, for example, where a meter has been previously removed and subsequently (but in the absence of a commercial contract) the shipper wishes to appoint the IGT for the metering point.
<b>6</b>	IGT's passing on information regarding new MAMs for assets that are no longer IGT's responsibility.
<b>7</b>	Validation issues regarding the timescales of receiving files.
<b>8</b>	IGT's to think about file transmission and format i.e email/DTN/IX and xml/csv.