

Operational Metering Communications Group Meeting (2) – Minutes

Date of Meeting : 14th June 2011

Time: 10.30am – 13.30pm

Location: NPower Offices- Solihull

Present:

Jenny Rawlinson (Chair)	JR	GTC
Tracy Goymer	TG	GTC
Colette Baldwin	CB	EON
Andy Smith	AS	NPower
Ashley Collins	AC	EDF
Gethyn Howard	GH	IPL
Lisa Wong	LW	ESP
Sham Afonja	SA	NPower

Date for next meeting: TBC

1. Admin

JR advised the group that there were no fire alarm testing or practices due.

2. Minutes of Previous Meeting

The Minutes of the previous meeting discussed and amendments made to the 2nd Bulletin on the first page. These have been attached with this circulation. Minutes were then agreed by all.

3. Actions from Previous Meeting

All Actions are now closed. See log below.

4. Review of Flows

The group went through AC's schematics of the flows, which are also attached with this document.

It was agreed that the flows required are:

- Pseudo ONAGE
- Pseudo RNAGE
- KO8
- KO9-Response File
- UPD
- UPR- Response File
- .Job
- JRS-Response

The Group discussed Headers and Trailers, as well as the File Naming Conventions. The importance of addressing both of these matters was emphasised. Although it was agreed that they did not need to be added to the Log of Potential Concerns.

The importance of a .Job for the whole process was also discussed.

Action- Send all AC's relevant files with Minutes, plus those from RGMA Baseline.

5. Review Work Plan

Changes were made, please see attached revised Work Plan.

6. AOB

CB suggested a full review of CoS files.

Action- AS to look at TRF and U06 Files

Action

1	CB	To circulate Excel Templates to rest of Group	Closed
2	AC	Draft Schematics, flows and guidelines and aim to circulate within 2 weeks	Closed
3	CB	To speak with CW (National grid) re PEMS	Closed
4	CB	To raise subject of Colette Houghton's email at Panel Meeting on 18 th May	Closed
5	TG	Send out Minutes and Files	Pending
6	AS	To look at U06 and TRF Files	Pending

Log of potential concerns

1	MAM ID on CoS flow to New Shipper to be included/mandated on the appropriate CoS Files.
2	Transportation charges to continue where no meter shown, where appropriate
3	Re-charge to Shippers for 3 rd Party Meters Emergency Provision Charge
4	British Gas's removal of Meters on IGT Networks. (Kay Houghtons email)