

## Operational Metering Communications Group Meeting (3) – Minutes

**Date of Meeting :** 1st July 2011

**Time:** 10.30am – 13.30pm

**Location:** ESP Offices – Leatherhead

<b>Present:</b>	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 (Tele)
	Lisa Wong	LW	ESP
	Sham Afonja	SA	NPower
	David McCrone	SP	Scottish Power (Tele)

**Date for next meeting:** 4<sup>th</sup> August Venue TBC

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### 1. Admin

LW advised the group that there were no fire alarm testing or practices due.  
JR thanked DM for dialing in.

### 2. Minutes of Previous Meeting

The Minutes of the previous meeting were read and agreed.  
DM (SP) confirmed that Scottish Power's intention was to work alongside this Group to ensure there is a universal understanding of how the process will work.

### 3. Actions from Previous Meeting

All previous actions are now closed. See log below.

### 4. Review Structure and requirements of identified flows. ONAGE, RNAGE etc.

*The flow diagram by AC can be found on the last page of the Minutes.*

#### **ONAGE – De-Appointment**

It was agreed that the ONAGE would initially be sent.

**Action: TG to produce Visio of flows provided by AC and circulate with Minutes**

#### **RNAGE – Response File**

This would be the response file to accept or reject the ONAGE. This would be used to reject the file as a whole, for example if there was an error in the file name. It would also be used for any errors within the body of the file once the file has been opened.

**K08**

The K08 flow would be sent within 2 working days of the ONAGE as the ONAGE does not contain the MAM ID.

**K09**

The GT will respond with a K09.

**UPD –**

This file will be used regarding change of supply or could be used to notify the GT of a meter exchange

**Action: AS to look at Reading (M) and Read Date (O) on UPD file.**

**UPR.**

The GT will respond with a UPR

**.Job**

Where the same Shipper / Supplier has been responsible for any job carried out on the meter. It was suggested that this may include jobs such as a change of battery. GT's confirmed they do not wish to receive this type of information, however, maybe able to receive it without having to process it.

**Action: AS to compare .Job against the ONJOB**

**Action: AC to produce sample files, one including all data, one including minimum.**

**JRS**

The GT will respond with a JRS

It was agreed by all that in order to move forward, all parties should start looking at the "M" and "O" status' within the files and, now that the final flows have been agreed (enclosed as output with minutes) start working with their IT Teams to identify errors/mismatches to enable all parties to feed back to the group.

It was also agreed that Headers and Trailers would need to be agreed.

**Action: All Parties to work with internal IT Teams**

**Action: Shippers to provide IGT's with example Headers and Trailers**

**Action: JR to look at Code explanations from NG MAM Manual, as more explanatory than those within the RGMA Baseline document.**

**Action: IGT's to provide relevant MAM ID's for the receipt of the Shipper pseudo ONAGE for next meeting. Please note, Shippers would prefer the actual MAM ID if at all possible.**

**Action: IGT's to start looking through RGMA rules and guidelines and feed back**

**5. Review Work Plan**

**Changes were made, please see attached revised Work Plan.**

**6. AOB**

AS highlighted K12 and K13 for IPL to look at due to their TAS System. This is to identify the current MAM ID to the new Shipper on Change of Supply.

DM agreed to participate in the workgroup as a regular member.

### **Action**

<b>1</b>	TG	To produce Visio flows of AC's diagram and circulate	Pending
<b>2</b>	AS	To look at Reading (M) and read date (O) on .UPD File	Pending
<b>3</b>	AS	To compare .Job with ONJOB	Pending
<b>4</b>	AC	To produce sample files	Pending
<b>5</b>	ALL	Work with Internal IT Teams	Pending
<b>6</b>	Shippers	To provide example headers and trailers for IGT's IT Teams	Pending
<b>7</b>	JR	To look at code explanations in NG MAM Manual	Pending
<b>8</b>	IGT's	To provide MAM ID's for next meeting	Pending
<b>9</b>	IGT's	To look through RGMA Rules and Guidelines	Pending

### **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's removal of Meters on IGT Networks. (Kay Houghtons email)
<b>5</b>	Consider the possibility of an instance where subsequent to de-appointment, the shipper may wish to re appoint the iGT without 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.

