

Joint Office of Gas Transporters

Distribution Workstream Minutes 25 August 2005

Distribution Workstream Minutes

Thursday 25 August 2005

10, Old Bailey, London

Attendees (AM)

Tim Davis (Chair)	TD	Joint Office of Gas Transporters
Helen Cuiin (Secretary)	HC	Joint Office of Gas Transporters
Alan Raper	AR	National Grid (Gas Distribution)
Alex Travell	AT	E.on
Bob Holt	BH	National Grid
Gareth Evans	GE	Total
Graham Wood	GW	British Gas Trading
Hazel Doyle	HD	EDF Energy
Mick Curtis	MC	E=mc ²
Rebecca Nolan	RN	xoserve
Richard Pomroy	RP	WWU
Santina Curtis	Scu	ENI UK Ltd
Shelley Jones	SJ	Statoil UK
Simon Howe	SH	RWE Npower
Steve Courtney	SC	Scotia Gas Networks

Apologies

Julian Majdanski	Joint Office of Gas Transporters
Chris Warner	National Grid (Gas Distribution)
Robert Cameron-Higgs	Northern Gas Networks

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1. Introduction

TD reiterated a discussion at Panel meeting regarding the Chairman's Guidelines, confirming it is best practice to provide all relevant material, including presentations, with the agenda at least 5 days in advance. TD confirmed consideration will continue to be given to late presentations when they are beneficial to the Workstream. However material/presentations may be rejected by attendees if provided at less than 5 days notice.

TD confirmed the September Meeting will be held at Novotel, Birmingham International Airport. TD invited feedback regarding the variation in venue between Birmingham and London.

2. Status Review

2.1. Minutes from July Distribution Workstream

No comments received. Minutes approved.

2.2. Review of Actions from July Distribution Workstream meeting.

See Action Table Appendix for updates.

2.3. Review of Live Modification Proposals and Topics Log

TD reviewed Live Modification Proposals and Topics Log.

xoserve's request to close Topic 001Dis – Primary and Sub-deduct Metering Arrangements was accepted.

Closure was also agreed for Topic 005Dis - Shipper Initiated Capacity Referrals due to Modification Proposal 0047 "Additional Data Requirements for DM Capacity Referrals" having been raised.

Views were requested on the priority on Topic 008Dis Demolition – Service Connections and Topic 010Dis – Distribution Charges 1 October 2005 – Revised Structure. It was agreed the priority for both should be Low.

3. Modification Proposals

3.1. 0649 ""Referencing Incident Notification Governance Within Network Code"

AR introduced how Modification proposal 0649 will be implemented in practice. BH presented information relating to National Grid's planned notification process, including sample pages of the website (attached).

HD enquired if Shippers had been involved in the design of the Website. BH confirmed some had been involved, and GW confirmed that all Shippers were invited.

BH confirmed the public will be able to view the Website. However Shippers will see additional information via a registered service. A manual verification is undertaken for each registered application.

MC requested clarification of who governs registration and if, for example, consultants can have access to the registered services. AR said only Code Signatories would be entitled to register, but others might be considered. BH noted comments.

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Action: AR to confirm which parties will be able to register for the National Grid Incident Website service.

BH confirmed further enhancements are being considered, for example, if registration should be confirmed after a period of 6/9/12 months.

AT asked for clarification whether the Website will cover all Networks. AR confirmed the National Grid Website will only cover their own Networks. The Website is additional to the UNC obligations and other Transporters would choose how to discharge their obligations.

Action: Transporters (other than National Grid) to clarify their incident communication procedure.

Confirmation was provided that the system will cover NTS as well as LDZ incidents. BH noted comments that the Website needs to be clear as to which LDZs are not reported on the site.

AT commented that the emergency call centre service is operated for the whole of GB suggesting it would be fairly easy for the Website system to be operated for all Networks. Shippers confirmed that a single system would be preferred, as would have happened before Network Sales.

3.2. 0047 "Additional Data Requirements for DM Capacity Referrals".

Attendees agreed to consider the Modification Proposal submitted by National Grid (UKD).

AR confirmed the Proposal is in accordance with the previous presentation to the Workstream. Version 2.0 of the Proposal will include an additional paragraph that addresses Transporter's response times.

GW asked if response times would be monitored. AR confirmed formal performance monitoring and reporting is not intended at present.

Action: Transporters agreed to consider performance monitoring as part of operational procedures associated with Modification Proposal 0047.

A discussion evolved around additional data enquiries managed by National Grid and a possible 'stop the clock' mechanism. AR confirmed that the Proposal would not include a time by which additional data would be requested, and the clock would not be stopped – the intention is "to keep it simple".

A number of minor amendments to the Proposal were discussed and taken away by National Grid. An amended version will be issued when available.

Action: National Grid to amend Modification Proposal 0047 in light of comments.

4. Topics on Agenda

4.1. 002Dis – Isolation for Prime & Sub-deducts

Following a meeting between National Grid and Ofgem, AR indicated a principle has been agreed that in the event of a Shipper wanting to withdraw from a primary meter, the primary meter can be withdrawn from but it will not be physically disconnected. The meter will remain in situ as a Check Meter for the Transporter. This arrangement will ensure that downstream customers will not lose their gas supply. AR confirmed Chris Warner (UKD) will report more information on Prime Meter Isolations at the next Workstream.

Action: GE to supply Licence reference indicating Transporters are responsible for the Network beyond a primary meter. Reference to be supplied to Joint Office for onward communication.

Post Meeting Note: *Reference: Standard Condition 5. System Development Obligations (page 70 of the document).*

Paragraph:

13. For the purpose of paragraph 8(a) -

(a) where gas conveyed by the licensee to primary sub-deduct premises is conveyed from those premises to any secondary sub-deduct premises, the secondary sub-deduct premises shall be deemed to be connected to the pipeline system operated by the licensee, and

(b) where gas has, during the relevant period, been so conveyed to the secondary sub-deduct premises, it shall be deemed to have been so conveyed by means of that pipe-line system.

Our reading of this paragraph is that it gives a clear inference that sub-deduct premises are connected to the licensee's system and hence that the pipework downstream of the Primary Meter ECVs owned by the Transporter up to the sub-deduct meter ECV.

To be discussed further on 22 September 2005.

Action: All to inform the Joint Office of the issues they would wish to see addressed in the September presentation.

Action: Chris Warner to consider and present at September Workstream on identified issues, including: proposed UNC changes; processes associated with Primary Meter Isolations and associated paperwork; status of isolated meters on Sites and Meters; status of emergency control valve; and network ownership.

Action: Ofgem to provide further clarity on their views regarding Primary Meter Isolations.

4.2. 008Dis Demolition – Service Disconnection

RP confirmed some difficulties have been experienced with a couple of the Local Authorities with which they deal. However it would appear from WWU investigations that the situation is not severe nor universal. WWU had worked

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with the appropriate Council to clarify requirements, and this had successfully addressed any problems. Councils identify Suppliers with the assistance of xoserve and then facilitate the disconnections.

AR confirmed National Grid experience suggests processes are improving. Guidance is provided to Councils when requested.

AT suggested a process is outlined for Council guidance.

Transporters agreed to proceed with developing a code of practice. As a result the Topic will remain as a Low priority for the Workstream, with progress reviewed within 3 months. The code of practice agreed by Transporters will be made visible to the Workstream.

Action: Transporters to consider a code of practice for Large Scale Service Disconnection, providing a progress update by the November meeting.

4.3. Any new topics

No new Topics raised

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5. AOB

None.

6. Diary Planning for Workstream

Next Meetings:

Thursday 22 September 2005, 10:00, Novotel, B-ham International Airport

Thursday 27 October 2005, 10:00, 10 Old Bailey

Thursday 24 November 2005, 10:00, Novotel, B-ham International Airport

Thursday 22 December 2005, 10:00, 10 Old Bailey

Thursday 26 January 2006, 10:00, Novotel, B-ham International Airport

Thursday 23 February 2006, 10:00, 10 Old Bailey

Thursday 23 March 2006, 10:00, Novotel, B-ham International Airport

(venues to be confirmed nearer the time and in light of feedback on the preferred location.)

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Action Table (Appendix 1)

Action Ref	Meeting Date	Action	Owner	Status Update
4.1	26/05/05	Legal Text for mods 0023, 0024, 0025, 0026, 0027	National Grid (CW)	Legal Text To be provided with the Draft Mod Reports Action: Complete National Grid to consider the implementation date.
4.1	23/06/05	Shippers to provide feedback on Prime and Sub-deduct Meter Process Flow Diagram to Steve Nunnington	Shippers (All)	Action: Closed.
4.2	23/06/05	National Grid to seek legal advice regarding sub-deduct customer protection	National Grid (CW)	Action: Complete
4.2	23/06/05	National Grid to consider providing Legal Guidance with regards to the referred Prime and Sub-deduct Agreement. As currently ambiguous.	National Grid (CW)	Action: To be covered by presentation at September Workstream
4.2	23/06/05	Post Meeting Note/Action: Ofgem's initial view is that it does not agree with National Grid's position on primary and sub-deduct meters - provisions governing isolation of the primary meter. Ofgem to provide further information by the next meeting.	Ofgem (BS)	C/F Further details to follow
2.2	28/07/05	xoserve to provide number of sub-deduct configurations per Network	xoserve (SN)	C/F To provide prior to September Meeting
3.1	28/07/05	National Grid to provide correct Moody's Title for Modification Proposal 0031 Legal Text.	National Grid	Action: Complete
3.2	28/07/05	Transporters to provide evidence of costs associated with the implementation of Modification Proposal 0032 within representations when Draft Modification Report is issued.	Transporters	Action: Closed

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Action Ref	Meeting Date	Action	Owner	Status Update
4.2.1	28/07/05	Transporters to report back on current Demolition Disconnection /Discontinuance process	Transporters	Action: Complete
4.2.1	28/07/05	Shippers to report back on electricity Demolition Disconnection /Discontinuance process	Shippers	Action: Complete See Gemserv attachment
3.1	25/08/05	AR to confirm which parties will be able to register for the National Grid Incident Website service.	National Grid (AR)	
3.1	25/08/05	Transporters (other than National Grid) to clarify their incident communication procedure.	Transporters	
3.2	25/08/05	Transporters agreed to consider performance monitoring as part of operational procedures associated with Modification Proposal 0047.	Transporters	
3.2	25/08/05	National Grid to amend Modification Proposal 0047 in light of comments.	National Grid (AR)	
4.1	25/08/05	GE to supply Licence reference indicating Transporters are responsible for the Network beyond a primary meter. Reference to be supplied to Joint Office for onward communication.	Total (GE)	Action: Complete See post meeting note
4.1	25/08/05	All to inform the Joint Office of the issues they would wish to see addressed in the September presentation.	All	
4.1	25/08/05	Chris Warner to consider and present at September Workstream on identified issues, including: proposed UNC changes; processes associated with Primary Meter Isolations and associated paperwork; status of isolated meters on Sites and Meters; status of emergency control valve; and network ownership.	National Grid (CW)	

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4.1	25/08/05	Ofgem to provide further clarity on their views regarding Primary Meter Isolations.	Ofgem (BS)	
4.2	25/08/05	Transporters to consider a code of practice for Large Scale Service Disconnection, providing a progress update by the November meeting.	Transporters	