

UNC Offtake Arrangements Workgroup Minutes
Monday 11 July 2011
Via Teleconference

Attendees

Tim Davis (Chair)	(TD)	Joint Office
Helen Cuin (Secretary)	(HC)	Joint Office
Alan Raper	(AR)	National Grid Distribution
Andy Lees	(AL)	National Grid NTS
Ben Kirkman	(BK)	Independent Technical Expert
Brian Durber	(BD)	E.ON UK
Chris Shanley	(CS)	National Grid NTS
David Watson	(DW)	British Gas
Joanna Ferguson	(JF)	Northern Gas Networks
Joel Martin	(JM)	Scotia Gas Networks
Jonathan Wisdom	(JW)	RWE npower
Katherine Porter	(KP)	EDF Energy
Rob Cameron-Higgs	(RCH)	Wales & West Utilities
Scott Western	(SW)	Wales & West Utilities
Tom Connolly	(TC)	Scottish Power

1. Introduction and Status Review

1.1 Review of minutes

The minutes of the previous meetings were accepted.

1.2 Review of actions

OF0904: Consideration to be given on the appropriate wording for pre-notifications within the Meter Error Notification Guidelines.

Update: It was agreed to leave this item open until a more formal review.

Carried Forward

OF1003: Establishment of a formal Log to capture reasons for MEs and remedies - DNs to consider in what format it might best be produced.

Update: JM confirmed that the SGN log had been shared with the other DNs.

Carried Forward

OF1007: All to review the draft Register and comment on the key information to be included; to be reviewed at the next meeting.

Update: See item 3.2. **Complete**

OF1104: Measurement Error SC006 (Aberdeen MTA): Provide a 'one page overview' of the error.

Update: This had been provided. **Complete**

OF0102: Measurement Error NT008 (Horndon B MTA): Publish the name of the Independent Technical Expert when confirmation of appointment received.

Update: Independent Technical Expert confirmed. **Complete**

OF0301: Measurement Error SC006 (Aberdeen MTA): The Downstream Transporter to approach the preferred nominee regarding the appointment process.

Update: See item 2.2. **Complete**

Actions specifically relating to Modification 0316:

OF0403: National Grid NTS to provide some analysis to support the draft low demand day modification.

Update: Item deferred. **Carried forward**

OF0505: Wales & West Utilities (RCH) to amend draft modification and OCD

Update: Item deferred. **Carried forward**

OF0506: National Grid NTS (MW) to consider what would happen a) in the event that they were unable to deliver the agreed assured pressure and as a consequence flow swaps are invoked and overrun charges incurred; and b) in instances where the delivery pressure is higher than the agreed level, and who would cover any associated liability.

Update: Item deferred. **Carried forward**

OF0507: National Grid Distribution (AC) to review the proposed legal text changes in both OADI & TPDJ with the NGD lawyers before providing a copy of the drafting to NG NTS (MW) for consideration.

Update: Item deferred. **Carried forward**

OF0508: National Grid NTS (MW) to model the impact of the proposed 6% tolerance level.

Update: Item deferred. **Carried forward**

OF0509: National Grid (AC/MF/MW) to provide suggested wording around flow swaps and low demand days for inclusion within the Workgroup Report.

Update: Item deferred. **Carried forward**

2. Measurement Errors

2.1. Measurement Error NT008 (Horndon B MTA) – National Grid Distribution

BK provided a presentation on the proposed methodology for Horndon, setting out the background, proposed correction methodology and data processing rules.

BD questioned how the date the connection became loose was established. BK explained that historical data, along with a comparison of temperatures from nearby sites, would indicate a stepped change. Records show when tightening resolves the problem.

AL asked for clarification of the use of downstream and upstream temperature measurements. BK confirmed that a downstream temperature, where normally measured, will be taken. However, an upstream temperature will also be taken. He explained that there will be a small bias but this should be a systematic bias and so correctable.

BK confirmed that he expects to be in a position to provide the SMER by the end of August.

JW asked National Grid Distribution why the step change had not been picked up in the course of their normal operating practices. AR confirmed he would investigate and provide an update.

Action OF0701: Measurement Error NT008 (Horndon B MTA) - National Grid Distribution to provide an explanation as to why the change in data had not signaled an issue such that the error would have been identified earlier

JW asked about the Six Point Plan and whether the error would have been identified earlier if this had been in place. JM confirmed that the Six Point Plan had been shared, but was unsure if implementation would have addressed this specific issue. JW believed the Six Point Plan mention tolerances, but JM was nonetheless unsure if this error would have been picked up through the checklist. He offered to look into this and report back.

Action OF0702: Scotia Gas Networks to review the Six Point Plan to identify if a similar error to Horndon would be picked up in the future.

2.2. Outstanding errors - General update

JM confirmed that Keith Vulger and Ben Kirkman have been approached for the production of the Aberdeen MER and are both due to meet SGN next week.

TD made a request for the DNs to provide any outstanding updates to the JO as soon as possible.

3. Review of MER Process

3.1 Potential Guideline changes

TD confirmed that British Gas wished to propose some changes to the guidelines, and has submitted drafts of the document they intend taking to the July UNCC. DW briefly walked through the changes and welcomed feedback.

JM asked about the interaction and requests for data by the ITE. DW confirmed that there was no intention for this to be stopped.

JM also asked if tests can be undertaken with two experts on site, to save the need for two tests. DW did not want to make the process unduly difficult and recognised the desirability of only one set of tests being undertaken. He emphasised, however, that there was some concern about the potential for inappropriate collaboration if tests were undertaken with both experts present. DW confirmed the proposed wording would be reconsidered.

DW also wished to make a change where ITEs come to a meeting - they must do so independently. However, he did not wish to prevent information being available before meetings although the resulting ability to see each other's document was a concern. DW confirmed that this would also be considered further.

DW confirmed that the above points will be clarified before the deadline for papers for the UNCC.

3.2 Website Publication - www.gasgovernance.co.uk/mer

TD explained that the Joint Office had altered the web publishing pages for Measurement Errors and referred to a Measurement Error Register, which the Joint Office proposed should replace the existing measurement Error Report Summary spreadsheet.

JW asked if the estimated volume of the error in GWHs could be included in the Register, which was agreed. It was then agreed that the Measurement Error Register would replace the existing Summary Report.

4. Meter Performance Reporting

BD asked about a central place for reporting performance of meter validations, and populating the report as discussed at previous meetings. It was agreed to publish provided reports alongside the Measurement Error Register at www.gasgovernance.co.uk/mer

5. Any Other Business

None.

6. Diary Planning for Workgroup

10:30, 13 September 2011 at 31 Homer Road, Solihull, B91 3LT

Offtake Arrangement Workgroup Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
OF0904	08/09/10	3.0	Consideration to be given on the appropriate wording for pre-notifications within the Meter Error Notification Guidelines.	All	Carried forward
OF1003	08/10/10	3.1	Establishment of a formal Log to capture reasons for MEs and remedies - DNs to consider in what format it might best be produced.	All DNs	Carried forward
OF1007	08/10/10	4.1	All to review the draft ME Register and comment on the key information to be included; to be reviewed at the next meeting.	All	Complete
OF1104	30/11/10	2.3	Measurement Error SC006 (Aberdeen MTA): Provide a 'one page overview' of the error.	Scotia Gas Networks (JM/SS)	Complete
OF0102	25/01/11	2.4.1	Measurement Error NT008 (Horndon B MTA): Publish the name of the Independent Technical Expert when confirmation of appointment received.	Joint Office (TD/LD)	Complete
OF0301	01/03/10	2.1.1	Measurement Error SC006 (Aberdeen MTA): The Downstream Transporter to approach the preferred nominee regarding the appointment process.	Scotia Gas Networks (JM)	Complete
OF0701	11/07/11	2.1	Measurement Error NT008 (Horndon B MTA) - provide an explanation as to why the change in data had not signaled an issue such that the error would have been identified earlier	National Grid (AR)	Pending
OF0702	11/07/11	2.1	Review the Six Point Plan to identify if a similar error to Horndon would be picked up in the future.	Scotia Gas Networks (JM)	Pending

Actions relating to Modification 0316 - Review of Section I of the Offtake Arrangements Document (OAD): NTS Operational Flows

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
OF0403	04/04/11	2.1	National Grid NTS to provide some analysis to support the draft low demand day modification.	National Grid NTS (GBJ)	To be provided by email.
OF0505	25/05/11	2.1	Amend draft modification and OCD in line with discussions.	Wales & West Utilities (RCH)	Mod to be presented to June Panel
OF0506	25/05/11	2.1	Consider what would happen a) in the event that they were unable to deliver the agreed assured pressure and as a consequence flow swaps are invoked and overrun charges incurred; and b) in instances where the delivery pressure is higher than the agreed level, and who would cover any associated liability.	National Grid NTS (MW)	To be provided by email.
OF0507	25/05/11	2.2	Review the proposed legal text changes in both OADI & TPDJ with the NGD lawyers before providing a copy of the drafting to NG NTS (MW) for consideration.	National Grid Distribution (AC)	To be provided by email.
OF0508	25/05/11	3	To apply the proposed 6% tolerance level to Offtakes and report back on their findings.	National Grid NTS (MW)	To be provided by email.
OF0509	25/05/11	3	Provide suggested wording around flow swaps and low demand days for inclusion within the Workgroup Report.	National Grid Distribution (AC/MF/MW)	To be provided by email.