

UNC Offtake Arrangements Workgroup Minutes
Monday 16 July 2012
31 Homer Road, Solihull B91 3LT

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HC)	Joint Office
Andy Lees	(AL)	National Grid NTS
Barry Purl	(BP)	Scotia Gas Networks
Ben Glover	(BG)	British Gas
Ben Kirkman	(BK)	Independent Technical Expert
Bethan Winter*	(BW)	Wales & West Utilities
Brian Durber*	(BD)	E.ON UK
David Mitchell	(DM)	Scotia Gas Networks
David Scott	(DS)	National Grid NTS
Graham Wood	(GW)	British Gas
Jacek Krawaczynynski	(JK)	British Gas
Katherine Porter	(KP)	EDF Energy
Keith Vugler	(KV)	Independent Technical Expert
Tim Davis*	(TD)	Joint Office
Tom Connolly*	(TC)	Scottish Power

* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/OA/160712>

1. Introduction and Status Review

1.1 Review of minutes

The minutes of the previous meeting were accepted.

1.2 Review of actions

OF0201: Offtake Arrangement Workgroup to request the methodology from the Independent Experts for Significant Measurement Error SC006 – Aberdeen MTA.

Update: ITEs presented methodologies to the Workgroup, see item 2.0.

Complete.

OF0401: DNs to review delayed notification of errors and explain why these errors have taken time to report and consider if a suitable timeline can be agreed for future reporting of identified errors.

Update: DM reiterated previous cautions expressed by DNs about reporting information on errors and ensuring its accuracy before notifying the industry. It was agreed this concern would be considered within the general review of the process and guidelines. **Carried Forward.**

OF0402: TC to provide examples of Measurement Reports provided before notification to the Joint Office to ensure/check an administration error has not occurred before the DNs investigate such instances.

Update: BF confirmed at the previous meeting that the details of the errors had been forwarded to the respective DNs for response, it was anticipated the DNs

would provide their responses and the concerns considered within the general review of the process and guidelines. **Complete.**

OF0403: DNs to review the reporting of invoice production.

Update: AC confirmed that she had discussed the process with National Grid NTS and Xoserve; an update will be provided at the next meeting. **Carried Forward.**

OF0404: All DNs to review all outstanding errors to ensure that any errors that are still outstanding are 'live'.

Update: An update will be provided at the next meeting. **Carried Forward.**

OF0405: DNs to produce a 'chain of events' to examine where the process could be improved.

Update: An update will be provided at the next meeting. **Carried Forward.**

2. Significant Measurement Error Updates

2.1. SC006 Aberdeen MTA

Both Independent Technical Experts provided a presentation and agreed to provide updates for future meetings.

2.1.1. Independent Technical Expert Presentation – Noble Denton

BK presented his initial findings for Aberdeen MTA. The presentation provided the background to the site, the onsite initial results (this included two site visit checks), modelling and the methodology for calculating the error.

BK confirmed a professor from Loughborough University who specialises in Computational Fluid Dynamics (CFD) modelling, has been approached to undertake additional analysis - this can then be used to predict errors if the comparison results. If there is poor or no correlation the CFD model cannot be used and onsite data will be used instead. It is anticipated the data will be available towards the end of August.

JK asked about the position of the plates and how some of the information had been captured. BK explained a reading had been taken after the error, which had been witnessed. Tests had been undertaken to derive the most plausible readings. BG asked about the possibility of mechanical sticking, BK believed that this would be very unlikely in this type of mechanism.

AL asked if there was any site records to suggest any other changes had been applied to the site from the site log book, BK suggested Scotia Gas Networks may wish to consider this but this would be outside of the technical experts remit.

2.1.2. Independent Technical Expert Presentation – Kelton

KV presented his initial findings for Aberdeen MTA. The presentation included the key events of the Significant Measurement Error (SMER), a description of the methodology adopted and the current status.

KV explained that every year the orifice plates are inspected and replaced. He explained how this is undertaken and how a counter reading is taken. He explained that on this site it would appear the orifice plate had not been wound down correctly for the 1st error and had been incorrectly positioned for the second error. Images of the orifice plate positioning were provided.

JK challenged the certainty of the readings provided. KV confirmed that the readings were taken from log files.

The methodology is to replicate the operating conditions by correctly positing the orifice plate and comparing to the incorrect position and taking measurements. A

total of ten flow tests have been performed, the information from these tests requires further consideration and analysis.

BD enquired about the counter readings provided on slide 8 and 9. KV confirmed that these were the counter readings recorded on the log book entries, this is what the orifice plate was racked to and the reading is the counter reading on the data plate. From the data presented it appeared that the correct position would be 00000. KV explained that he would not have readings prior to visiting the site.

3. Issues

3.1. ISS 0040 - Review of Measurement Error Notification Guidelines

To be considered further on 25 September 2012.

3.2. New Issues

No additional issues were raised.

4. Any Other Business

None raised.

5. Diary Planning for Workgroup

Further details of planned meetings are available at: www.gasgovernance.co.uk/Diary

The next meeting of the Offtake Arrangements Workgroup will take place at: 10:00 on Tuesday 25 September 2012 at 31 Homer Road, Solihull B91 3LT.

UNC Offtake Arrangement Workgroup - Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
OF0201	21/02/12	2.1	Offtake Arrangement Workgroup to request the methodology from the Independent Experts in respect of Significant Measurement Error SC006 – Aberdeen MTA.	Offtake Arrangement Workgroup (Scotia Gas Networks - DM)	Complete
OF0401	23/04/12	4.3	DNs to review delayed notification of errors and explain why these errors have taken time to report, and consider if a suitable timeline can be agreed for future reporting of identified errors.	All DN's	Carried Forward

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
OF0402	23/04/12	4.3	TC to provide examples of Measurement Reports provided before notification to the Joint Office to ensure /check an administration error has not occurred before the DNs investigate such instances.	Joint Office (HC) and All DNs	Complete
OF0403	23/04/12	4.3	DNs to review the reporting of invoice production.	All DNs	Carried Forward
OF0404	23/04/12	4.3	DNs to review all outstanding errors to ensure that any errors that are still outstanding are 'live'.	All DNs	Carried Forward
OF0405	23/04/12	4.3	DNs to produce a 'chain of events' to examine where the process could be improved.	All DNs	Carried Forward