

Minutes of the Offtake Arrangements Workgroup
Wednesday 23 February 2011
31 Homer Road, Solihull B91 3LT

Attendees

Bob Fletcher (Chair)	(BF) Joint Office
Helen Cuin (Secretary)	(HC) Joint Office
Bethan Winter	(BW) Wales & West Utilities
Dave Adlam	(DA) National Grid Distribution
Glenn Bryn-Jacobsen	(GBJ) National Grid NTS
Helga Clarke	(HCI) National Grid NTS
Keith Dixon <i>*via teleconference</i>	(KD) Northern Gas Networks
Mark Amos	(MA) National Grid NTS
Mark Freeman	(MF) National Grid Distribution
Peter Scott	(PS) National Grid NTS

1. Introduction and Status Review

1.1 Minutes from previous meeting

The minutes of the 08 December 2011 Meeting were approved.

1.2 Review of Actions from previous meetings

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

Update: Item deferred. **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: Item deferred. **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: Item deferred. **Carried forward**

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

Update: Item deferred. **Carried forward**

OF1201: OAD Section I Review - OPN Rejection Rules - National Grid NTS to review for level of importance to its process and requirements and prioritise/rank current OPN rules.

Update: It was agreed that this would be covered when the modification is being drafted. **Complete**

OF1202: OAD Section I Review - OPN Rejection Rules - DNs to articulate their views on the OPN rules in respect of complexity and practicality on their part.

Update: PS confirmed that National Grid NTS have liaised with two of the DNs, however they still need to liaise with NGN and WWU. BW believed there might be some specifics LDZ may raise but in general the issues will be very similar.

Carried forward

New Action OF1202A: National Grid Distribution to provide views on the OPN rules to other DNs. This will also be considered within the recommendation for the report. **Pending**

OF1203: OAD Section I Review - SFRN Process - Provide examples to National Grid NTS for further study offline.

Update: BW agreed to work with PS offline. **Carried forward**

OF1204: OAD Section I Review - National Grid NTS to discuss critical Offtakes with individual DNs and report back on the feasibility/practicality of developing and using a concept of critical and non-critical Offtakes at the January meeting.

Update: MF confirmed that meetings have taken place and that this action was ongoing. PS confirmed a list had been provided but when the parameters were trialled with Scotia Gas Networks it caused a few problems. It was suggested that there might be a need for a list of generic rules with the view of looking at exceptions. How the exemptions would be managed also needs to be considered. **Carried forward**

OF1205: OAD Section I Review - OPN Options - DNs to put forward a combined DN preferred option to find some common ground on what is important from a practical standpoint rather than a theoretical one, and their view on an appropriate level of accuracy.

Update: Ongoing. **Carried forward**

OF1206: OAD Section I Review - OPN Options - DNs to present a collective view on a zonal concept.

Update: MA believed this was going to be captured under Workgroup 0365, which will be considering flow swaps. However it was agreed to leave this action open for general discussion as an option or extension from flow swaps for mitigating overruns. MF explained that flow swaps are a mechanism for moving flows in a transparent manner at certain offtakes, a zonal concept looks at the aggregate position without the detailed administration of a flow swap, though it may end in the same result. DA believed that the UNC already caters for flow swaps. **Carried forward**

OF0101: Measurement Error NT008 (Horndon B MTA): Downstream Transporter to invite preferred nominee to take up appointment and confirm acceptance of the appointment to the JO.

Update: No further update. **Carried forward**

2. 0316 - Review of Section I of the Offtake Arrangements Document (OAD): NTS Operational Flows

GBJ wished to understand how the group can get an understanding of what the liabilities are, what the arrangements really mean, where is the accuracy and what processes i.e. exit reform is going to affect.

The group discussed how to address issues, how to feed issues into the capacity working group and which elements should be addressed under the Section I Review.

GBJ confirmed that he would like to bring an issues log for consideration at the next meeting on the 07 March 2011. BF asked if this could be published ahead of the meeting for parties to consider. MF believed something could be produced in time for the next meeting.

Action OS0201: National Grid Distribution (MF) to capture the issues they have raised with National Grid NTS and provide for discussion and inclusion in the Review Group Report.

MF was keen to discuss the zonal options, Modification 0365 and organise meetings with DNs to progress work to complete the Review Group Report.

MF believed the Workgroup report could be concluded in time for consideration at the May Panel.

It was anticipated a Review Group Report could be drafted on 07 March and completed on 04 April 2011.

The Review group briefly considered the topics discussed:

- Topic 1: Exit Zone versus LDZ measures
- Topic 2: Tolerances
- Topic 3: Low demand Days
- Topic 4: OPNs
- Topic 5: Pressure Commitments
- Impact of 0195AV (where not already covered)

Members agreed that these would form part of the Review Group considerations and recommendations.

A number of other areas were also considered and whether any additional issues need to be added to the issues list.

PS wanted to encourage efficient management of linepack. The definition of flex was also considered and system considerations.

GBJ acknowledged all parties want to understand their obligations, risks and liabilities.

3. Any Other Business

None raised.

4. Diary Planning for Workstream

Date	Place	Time	Purpose
01 March 2011	Teleconference	09:30	To identify an additional Independent Technical Expert to consider the recently reported error at Aberdeen and consider the Terms of Reference to be followed when the error is investigated.
07 March 2011	31 Homer Road, Solihull	10:30	Review 0316: "Review of Section I of the Offtake Arrangements Document (OAD): NTS Operational Flows" Consider Draft Review group Report
04 April 2011	31 Homer Road, Solihull	10:30	Review 0316: "Review of Section I of the Offtake Arrangements Document (OAD): NTS Operational Flows" Review Group Report completion

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	(JM to report on outputs before next meeting.) 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	? Any further comments asap.
OF1104	30/11/10	2.3	Measurement Error SC006 (Aberdeen MTA): Provide a 'one page overview' of the error.	Scotia Gas Networks (JM/SS)	Circulate by 04/02/11
OF0101	25/01/11	2.4.1	Measurement Error NT008 (Horndon B MTA): Downstream Transporter to invite preferred nominee to take up appointment and confirm acceptance of the appointment to the JO.	National Grid Distribution (SG/AC)	Carried Forward
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)	No formal acceptance of appointment. Carried Forward

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

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OF1201	08/12/10	3.0	<i>OAD Section I Review</i> - OPN Rejection Rules - National Grid NTS to review for level of importance to its process and requirements and prioritise/rank current OPN rules.	National Grid NTS (GBJ)	Complete
OF1202	08/12/10	3.0	<i>OAD Section I Review</i> – OPN Rejection Rules – DNs to articulate their views on the OPN rules in respect of complexity and practicality on their part.	DNs	Carried Forward
OF1202A	22/02/11	1.2	National Grid Distribution to provide views on the OPN rules to other DNs. This will also be considered within the recommendation for the report.	National Grid Distribution (MF)	Pending
OF1203	08/12/10	3.0	<i>OAD Section I Review</i> - SFRN Process - Provide examples to National Grid NTS for further study offline.	Wales & West Utilities (BW)	Carried Forward
OF1204	08/12/10	3.0	<i>OAD Section I Review</i> - National Grid NTS to discuss critical Offtakes with individual DNs and report back on the feasibility/practicality of developing and using a concept of critical and non-critical Offtakes at the January meeting.	National Grid NTS (PS)	Carried Forward
OF1205	08/12/10	3.0	<i>OAD Section I Review</i> - OPN Options - DNs to put forward a combined DN preferred option to find some common ground on what is important from a practical standpoint rather than a theoretical one,	DNs	Carried Forward

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			and their view on an appropriate level of accuracy.		
OF1206	08/12/10	3.0	<i>OAD Section I Review</i> - OPN Options - DNs to present a collective view on a zonal concept.	DNs	Carried Forward
OF0101	25/01/11	2.4.2	Measurement Error NT008 (Horndon B MTA): Downstream Transporter to invite preferred nominee to take up appointment and confirm acceptance of the appointment to the JO.	National Grid	Carried Forward
OF0201	22/02/11	2.0	Capture the issues they have raised with National Grid NTS and provide for discussion and inclusion in the Review Group Report	National Grid Distribution (MF)	Pending