

**Review Group 0208**  
**Tuesday 06 January 2009**  
**Elexon, 350 Euston Road, London**

**Attendees**

Bob Fletcher (Chair)	BF	Joint Office
Helen Cuin (Secretary)	HC	Joint Office
Alan Raper	AR	National Grid Distribution
Andy Marsh	AM	EDF Energy
Andy Miller	AM	xoserve
Chris Warner	CW	National Grid Distribution
David Addison	DA	xoserve
Erika Melén	EM	ENA
Fiona Cottam	FC	xoserve
Gareth Evans	GE	Waterswye
Joel Martin	JM	Scotia Gas Networks
Jon Dixon	JD	Ofgem
Martin Brandt	MB	SSE
Mitch Donnelly	MD	British Gas
Phil Broom	PB	Gaz de France
Richard Hall	RH	Ofgem
Richard Street	RS	Corona Energy
Rosie McGlynn	RM	EDF Energy
Shelley Rouse	SR	Statoil
Simon Trivella	ST	Wales & West Utilities
Tony Pierson	TP	Northern Gas Networks

**Apologies**

Bali Dohel	BD	Scotia Gas Networks
Jemma Woolston	JW	Shell Gas Direct
Mark Jones	MJ	SSE
Simon Howe	SH	RWE npower
Stefan Leedham	SL	EDF Energy

**1. Introduction and Status review**

**1.1 Minutes from previous meeting**

The minutes of the previous meeting were approved.

**1.2 Review of Actions from previous meeting**

**Action 0018b:** National Grid Distribution to check on the details and establish who authorises the installation of a new meter bypass – Supplier, GT or MAM.

**Action Update: Complete**

**Action 0022:** All Transporters to respond to the suggestion of adopting best practise solutions for the detection of theft eg use of digital cameras.

**Action Update: Complete**

**Action 0023:** The Joint Office to produce draft a Review Group Report, including all the recommendations considered and xoserve process diagrams.

**Action Update: Complete**

**Action 07.11.08 DWS ERP 0008:** RS to provide suggested drafting for inclusion in the 0208 Review Group Report

**Action Update: Complete**

**Action 07.11.08 DWS ERP 0009:** All to consider the draft Review Group Report for consideration at the 16 December Workstream meeting.

**Action Update:** The Draft Review Group Report including the comments by RS was reviewed and attendees are to consider their response for the 15 January Meeting.

**Pending**

## **2. Consideration of Review Group Report**

RS confirmed that the Report reflects the discussions on the theft and the connections process, highlighting the changes made. He suggested that the group consider the report and discuss it further at the next meeting with a view to finalising the report.

RS confirmed that the process flow diagrams will be an annex to the report.

The recommendation from this report will be to write to Ofgem to carry out a review of the new connection process and a review of Theft.

MD believed a view from Ofgem would be useful to the industry he also suggested the recommendation would ensure Ofgem are aware of the licence problems.

JD suggested that Ofgem are provided with practical solutions from the industry within the report. He suggested some amendments to the report to ensure closure of certain items.

## **3. Diary Planning for Review Group**

15 January 2009, 10:00, Holiday Inn, 61 Homer Road, Solihull (Distribution Workstream)

## **4. AOB**

None.

**ACTION LOG - Review Group 0208**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
RG0208 0008	13/05/2008	2.1	All to consider Shipper incentives to investigate theft.	All	Complete
RG0208 0009	13/05/2008	2.1	All to consider incentives for Meter Reader theft detection.	All	Complete
RG0208 0012	09/06/2008	2.1	xoserve to investigate and report the ability to bill for reported Theft of Gas consumption.	xoserve	Complete
RG0208 0018	31/07/2008	1.2	National Grid Distribution to check on the details and establish if this is a Supplier or MAM responsibility.	NG Distribution (CW)	Complete
RG02080 018b	21/10/2008	1.2	National Grid Distribution to check on the details and establish who authorises the installation of a new meter bypass – Supplier, GT or MAM.	NG Distribution (CW)	Pending
RG0208 0019	31/07/2008	2.1	National Grid Distribution to reflect the views of this group and raise the issue of the tag either not being fitted or remaining with the service with the relevant parties at the MAMCOP Board.	NG Distribution (CW)	Complete
RG0208 0020	31/07/2008	2.1	National Grid Distribution to check what legislation applies to connections to Networks and determine what is required.	NG Distribution (CW)	Complete
RG0208 0021	31/07/2008	2.1	Joint Office to ask the August Modification Panel for an extension.	Joint Office (JM)	Complete
RG0208 0022	21/10/2008	2.2	All Transporters to respond to the suggestion of adopting best practise solutions for the detection of theft eg use of digital cameras.	All Transporters	Complete
RG0208 0023	21/10/2008	3.0	The Joint Office to produce draft a Review Group Report, including all the recommendations considered and xoserve process diagrams.	Joint Office (BF)	Complete

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status Update</b>