

Minutes of Meeting ASPCoP Stakeholder Meeting

Venue: Russell Hotel London
Date: Wednesday 27 May 2009

Chairman: Alan Aldridge, ESTA
Recorded by: Alan Aldridge, ESTA

Attendees:

T Elphick	Advanced Desktop Systems	F Reynolds	OnStream
R Street	Corona Energy	T McConville	Optimal Monitoring
R Gibson	Energy Assets Ltd	N Orchard	Pilot Systems
E Proffitt	MEUC	A Smith	PRI
N Barresi	National Grid Metering	P Clark	Scotia Gas Networks
S Mulinganie	OnShore Consulting	S Howard	Technolog

Circulation: All ASPCoP stakeholders registered with ESTA

Technical Committee

1. The Technical Committee, chaired by Tony Elphick of Advanced Desktop Systems, had its first meeting on 16 April 2009 [minutes on ASPCoP webpage].
2. It was agreed that it would be appropriate to rename this group the 'ASPCoP Management Committee' given the range of issues it is considering.
3. The next Management Committee meeting is on Wednesday 17 June 2009 and will consider issues and conclusions from this meeting.

Discussion focussed on issues highlighted in the attached presentation.

ASPCoP

4. **Providing kWh or volume – Calorific Value issue:**
Approach proposed by the Management Committee endorsed. This involves using uncorrected gas volume initially and then progressing to kWh as the availability of CV is resolved.
5. It was noted that the requirement for kWh is given in the Licence conditions. This could be provided through the AMR system OR be applied by the utility supplier. Either way to deliver kWh within the designated 24 hours requires some adjustment to the existing system of providing CV and volume corrections.
6. There is an existing CV review team established [not part of ASPCoP] which will resolve the timing and format issues. **Action: liaison with CV review team – RS**
7. **Comments on ASPCoP v0.7**
Following discussion, it was agreed that the ASPCoP must be definitive in its requirements i.e. not optional or desirable. However, there is an opportunity to explain and clarify approaches and options in proposed guidance notes to accompany the ASPCoP.
8. An ASPCoP page is available on the ESTA website giving ASPCoP and associated meeting details. www.esta.org.uk/ASPCoP.php [this IS case sensitive].
9. It was agreed that this page should be made accessible by browsing the ESTA website and that unless marked confidential any comments received against particular ASPCoP versions should be published. This will further aid openness and transparency of the ASPCoP. **Action: AA**
[Post meeting note: the page identified above can now be browsed by going to: www.esta.org.uk > Links > ASPCoP for GAS].

10. It was agreed that the proposed 'datahub' is essential to efficient implementation of the ASPCoP and market operation. Whilst there are many issues still to be resolved it was agreed that the ASPCoP should assume that the datahub exists.
11. **ASPCoP Terms of Reference**
To be clarified and published on the ASPCoP page. To be discussed prior to and at the next Management Committee meeting on 17 June. **Action: TE/FR**

Liaison with SPAA - SPAA AMR Group

12. It was confirmed that the next SPAA expert group meeting is on Friday 19 June 2009.
13. Industry data flows have been agreed by this group but here are still some outstanding requirements:
 - maintenance
 - queries
 - consumption file format [it was agreed that initially CSV was acceptable].
14. We understand that the 'go-live' date for these dataflows is June 2010 and there was some discussion about whether this is too late to be effective in supporting the CRC requirements for accurate gas consumption data.
15. The meeting considered the merits of differing protocols with 3 front runners – OnStream; TruRead; Proteus. It was agreed that the final selection needs to achieve a lower operational cost than current industry systems.
16. The view in the ASPCoP Management Committee is that XML will become the norm and that the ASPCoP should reflect this transition.

MPU Agreements

17. The further development of the MPU agreement is now under the AMO [Association of Meter Operators]. The aim is to produce a common Framework Agreement with possible adjustments or addendums by individual providers to suit commercial relationships.
18. ESTA to request copy/link details from AMO so that the ASPCoP webpage can provide information on the MPU development. **Action: AA**

ASPCoP Training Requirements

19. Meeting discussed various approaches in associated area and it was noted that:
20. The IGE has CPD approval for its training.
21. There may be some support available on 'EU skills' via the UK Sector Skills Council.
22. The CMIT qualification was considered too onerous [costly!] and by going far beyond the ASPCoP requirements may exclude many suitable employees. However, the notion of a limited version CMIT is a possibility.
23. A route to recognise prior qualifications and experience would be essential.
24. Should the approval badge be by Company or Individual?
25. Technolog already have an in-house training scheme in place and undertook to compare their syllabus and requirements against the draft ASPCoP training syllabus. **Action: SH**

Datahub

26. ESTA has expressed a strong interest in providing and managing the datahub as it is essential to development of the market for ASPs.
27. There are many benefits to providing a datahub but these need to be expressed in a clearer, more specific format related to ASPs, suppliers, MAMs and of course end users, so that the commercial impacts can be evaluated. Typical benefits envisaged are to reduce the number of abortive site visits and more accurate ASP tender pricing.
28. The primary option proposed is that there should be a per use/meter charge to access the database. It is likely that this method will be better placed to commercially support the costs of ASPCoP accreditation.
29. However, the structure needs to be fair and equitable to all sizes of user, to allow the ASP market to develop and to give users choice in approach.
30. More detail of costs and structure is needed to conclude this debate.
Action TE/Management Committee.
31. The SPAA are due to issue a briefing note for MAMs by 19 June and a request will be made for ASPCoP to have access to this information. **Action: TE/AA**
32. Given that a major requirement of the licence conditions is to make data available to the user it is expected that end users will be included in the data flows and operating systems envisaged.

Smart and Advanced Meters – Government Policy

33. The Government Policy on the roll-out of 'Advanced' meters in the non-domestic area is firm and active and due to complete on 31 March 2014. The policy on the roll-out of 'Smart' meters in the domestic and small business is still a consultation which if implemented would complete by around 2020.
34. The current consultation on smart meters does allow options for users to elect to use 'advanced' meters below the mandatory threshold. This suits large businesses with many smaller sites. However, some confusion will undoubtedly exist in making this selection.
35. The CRC core requirements for electricity match closely the roll out threshold however, the gas thresholds are different [732 kWh for roll-out; 73.2 kWh CRC].
36. ESTA's view is that the gas threshold should be standardised at 73.2 kWh for gas but there are diverse views and no consensus.
37. The definition of smart vs. advanced is also contentious and is being interpreted in the gas market as the difference between communications being fully integrated with the meter [smart] and 'add on' transmission to larger [often conventional] meters [advanced]. ESTA does not see that this is a valid criterion and does not equate to the electricity market. Again there are a diverse range of views with no consensus.
38. In terms of impacting the ASPCoP, it was agreed that the CoP should be valid for both smart and advanced definitions.

Commercial and implementation issues

39. It is proposed to implement a method of independent accreditation [independent contractor] of ASPs against the ASPCoP under the direction of the ASPCoP Management Committee.
40. The Management Committee need to produce a v1 version of the accreditation criteria. **Action: TE/Management Committee**
41. The overall timetable was discussed and it was agreed that the stages of implementation should be:
 - Request expressions of interest from ASP based on initial criteria.
 - Formal application by ASPs wishing to be accredited.
 - Approval of appropriate ASPs.
42. Given that the process has some significant development to undertake it was agreed that a formal timetable would not be published but would be identified in stages as each phase is completed. The overall objective is to have accredited ASPs during Q1 2010.
43. The first stage is to invite ASPs to provide an 'expression of interest' against outline parameters and the first formal issue of the ASPCoP. It was agreed that this should be targeted for 1 July 2009 with the window for these expressions of interest to be decided by the Management Committee. **Action: TE/management Committee**
44. Although this is aimed at creating a significant first tranche of applicants, the application process will remain open at any time.
45. ESTA to ensure that the existence of the ASPCoP and associated briefing is developed to ensure that likely candidates are encouraged to come forward. To include:
 - Contact gas suppliers [to forward to their ASP suppliers]
 - Contact existing known ASPs [ESTA and non-ESTA members]
 - Promotion through press releases and articles – possibly limited advertising.**Action: AA**

Next Meetings:

Stakeholder Group

We propose another stakeholder meeting in Q4 2009 dependent on the requirement for industry briefing and feedback. Documents and the ability to comment are available at the ESTA ASPCoP webpage www.esta.org.uk/ASPCoP.php

Management Committee:

Wednesday 17 June 2009; Hilton Northampton