

Actions Arising

Meeting name	Technical Assurance of Metering Expert Group	Meeting no.	41
Meeting date	25 April 2020		

Open Actions

Action no.	Action	Resp.	Action update	Status
31.02	KH agreed to investigate outstanding Non-Compliances (NCs) for CT/VTs in the Distribution Network Operator (DNO) areas to compare with RCs CT/VT data and the NMTES to see what's missing.	Kat Higby	<p>Report obtained from TAA containing CT/VT information for outstanding non-compliances. Awaiting NMTES data. Action to remain open</p> <p>January 2018 Update: No data yet received from RC. Action to remain open.</p> <p>May 2018 Update: Waiting for data from RC. When the data was first submitted, ELEXON had asked for more data. The TAMEG advised RC to submit any data which is available so that ELEXON can make a recommendation as to whether the data can be used</p> <p>July 2018 Update: ELEXON will pick up this action after the completion of 31.03 (below).</p> <p>October 2018 Update: See below (31.03)</p> <p>April 2019 Update: See below (31.03)</p> <p>July 2019 Update: See below (31.03)</p>	Open

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			<p>Oct 2019 update: Awaiting additional resource in order to progress this action.</p> <p>Jan 2020 update: This action is dependent on Action 31.03.</p>	
31.03	ELEXON will take a paper to SVG to get RCs data onto NMTES so the related CT/VT NCs can be cleared.	Chris Day	<p>Awaiting response from RC for the NMTES data.</p> <p>May 2018 Update: Waiting for data from RC. When the data was first submitted, ELEXON had asked for more data. The TAMEG advised RC to submit any data which is available so that ELEXON can make a recommendation as to whether the data can be used</p> <p>July 2018 Update: ELEXON is currently investigating data which has been made available. ELEXON to provide an update at the next meeting.</p> <p>October 2018 Update: Analysis of data ongoing. Lack of resource time has delayed progress.</p> <p>April 2019 update: Awaiting additional resource in order to progress this action.</p> <p>July 2019 update: Awaiting additional resource in order to progress this action.</p> <p>Oct 2019 update: Awaiting additional resource in order to progress this action.</p> <p>Jan 2020 update: Awaiting additional resource in order to progress this action.</p> <p>Oct 2020 update: Awaiting additional resource in order to progress this action.</p>	Open

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32.02	MS noted all the issues regarding compliance certificates and agreed to set up a working group to discuss the issues in more detail to add new requirements to BSCP601.	Mike Smith	<p>On-going. Pending working group set up.</p> <p>May 2018 Update: No further update</p> <p>July 2018 Update: No further update</p> <p>October 2018 Update: No further update</p> <p>April 2019 Update: With Change Team. No update. Thanks to Antony for providing a list of Outstations which may not be supported.</p> <p>July 2019 Update: no further update</p> <p>October 2019 Update: no further update</p> <p>Jan 2020 update: no update, this is still with the change team.</p> <p>October 2020 update: no further update</p>	Open
35.01	A LDSO supplied data corresponding to incorrect energisation statuses. ELEXON took an action to investigate the root causes of the sites.	Mike Smith Sedef	<p>October 2018 Update: MS to look at the minutes and provide an update at the October meeting.</p> <p>April 2019 Update: No further update</p> <p>July 2019 Update: No further update</p> <p>October 2019 Update: Relevant data and emails passed to Risk Owner for further investigation.</p> <p>TAMEG member requested the Risk Owner to attend and provide update at the next TAMEG meeting</p> <p>Jan 2020 update: Agenda item in January TAMEG</p> <p><u>October 2020: The next steps will be in reconciling data from different ELEXON databases in order to show up mismatches for updated data flows and providing this information to all</u></p>	Open

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			LDSO and IDNOs so they can provide root causes specifically in MPAN granularity. Currently ELEXON have to tell them where there is a difference. Check with Sedef on progress (and check minutes).	
35.06	A TAMEG member noted the issue may arise from P272 sites which have been transferred to HH with legacy meter technical details retained and advised Registrants to complete a data cleanse of their portfolios for target MPANs which may have experienced the issue. The TAA is to continue the audit ensuring at all cases are highlighted, monitored, and will report back.	Kat Higby	<p>April 2019 update: Still ongoing, there is inconsistency between whether they are Measurement Class C or COP10. Suppliers will be contacted. A TAMEG member suggested the TAA should just audit them (or get Suppliers to carry out the audit). The TAMEG agreed to contact MOA.</p> <p>July 2019 Update: ELEXON to send refresh data over to MOA.</p> <p>October 2019 Update: Data refreshed and distributed to Parties. Progress to be monitored following SMRS refresh.</p> <p>Jan 2020 update: ELEXON to re-run script Q1.</p> <p>October 2020 update: Script to be re-run following submission of SMRS data Q4.</p>	To be closed
37.05	ELEXON agreed to investigate the use of milestones in Category 1 non-compliances rectification plans.	Kat Higby	<p>July 2019 Update: No update</p> <p>October 2019 Update: No update</p> <p>January 2020 Update: Discussions held with the TAA at improvements workshop, work to commence Q1 2020. ELEXON stated that this was still open but there would be a change of actor internal to ELEXON.</p> <p>October 2020 Update: Incorporated into product backlog as a priority improvement for TAM.</p>	Open

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38.04	ELEXON and C&C to review the non-compliance statistic report and to provide update in relation to the total visit and no access issues.	Kathrine Higby/Lisa Young	<p>October 2019 Update: Ongoing</p> <p>January 2020 Update: Review complete, verbal update provided January 2020 TAMEG. Slides produced and a new strawman produced for indication. Will be sent out for comments and progressed from there.</p> <p>October 2020 Update: <u>New stats report produced as agenda item.</u></p>	Open To be Closed
38.06	ELEXON to send out invitation to member regarding CoP4 review group	Chris Day	<p>October 2019 Update: CoP4 review work put on hold due to competing BSC work priorities. Invite to be sent to UKPN TAMEG member in due course.</p> <p>January 2020 Update: ELEXON stated that this will hopefully restart in late Q1.</p> <p>October 2020 Update: <u>Invitation sent.</u></p>	Open To be Closed
39.01	To provide analysis on the Data Collector involved in outstation clock issue and to re-instate obligations to check with DC straight away once this issue has been identified	Lisa Young, Kat Higby, Michael Taylor	<p>January 2020 Update: TAA stated that this was still ongoing as further investigation was required</p> <p>April 2020 Update: No further update.</p> <p>October 2020 Update: <u>Check with Lisa.</u></p>	Open
39.07	TAMEG members agreed that it would be best for LDSOs to be notified of all TAA Site Inspections. ELEXON to progress this update. ELEXON added that there is provision in BSCP27 for this and would not require a modification.	Michael Taylor	<p>January 2020 Update: In progress TAAMT change request submitted to the TAA. Will remain open until feedback was available on the change request including an impact assessment with an ETA for delivery.</p> <p>April 2020 Update: TAAMT update commenced, completion date in May 2020.</p> <p>October 2020 Update: <u>Implemented in TAAMT in April 2020.</u></p>	To be Closed Open

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40.01	Technical Assurance Agent (TAA) agreed to investigate the root causes of incorrect CoPs for the last two years initially.	Lisa Young	<u>Check with Lisa</u>	Open
40.02	ELEXON to provide an update following the decision of the PAB whether to endorse a D0215 TAPAP.	Chris Day	<u>October 2020: Not planned for this Operating Period. Whether it will be included in the 2021/2022 operating period will depend on the PAB strategy and the focus Risks for that year.</u>	<u>To Be Closed</u> Open
40.03	ELEXON to contact the Competitive Networks Association (CNA) to obtain a list of IDNO contacts.	Michael Taylor	<u>October 2020: Intial contact made, but delayed due to Covid-19.</u>	Open
40.04	TAA contract been finalised but requires rubber stamping and ELEXON would update the industry after March 2020.	Michael Taylor	April 2020 Update: ELEXON are pleased to announce that C&C have been awarded the TAA contract.	Open

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<u>40.04</u>	<u>TAA contract been finalised but requires rubber stamping and ELEXON would update the industry after March 2020.</u>	<u>Michael Taylor</u>	<u>April 2020 Update: ELEXON are pleased to announce that C&C have been awarded the TAA contract.</u>	<u>Closed</u>
37.06	ELEXON agreed to undertake a root cause analysis into why there had been an increase in aggregation rule Category 1 non-compliances.	Kat Higby/Michael Taylor	<p>July 2019 Update: No update</p> <p>October 2019 Update: No observable increase in TAA highlighted aggregation rule Category 1 non-compliances. Increase appears to be related to Trading Disputes. Analysis to be undertaken on Trading Disputes data.</p> <p>January 2020 Update: ELEXON had investigated and there had been no increase in Cat 1s but an increase in Trading Disputes.</p>	Closed
39.08	ELEXON clarified that were the CP to be approved then Calibration Certificates would no longer be required to assess Overall Accuracy of low voltage (LV) CoP3 and CoP5 Metering Systems. ELEXON agreed to clarify in the CP that BSCP27 would be amended to remove the requirement to present Calibration Certificates where the Metering System is LV and registered against either CoP3 or CoP5.	Chris Day	January 2020 Update: Changes to the CP made and distributed.	Closed
39.06	TAMEG members who are LDSOs to send a list of escalation contacts to the TAA for no access issues.	LDSO TAMEG Members/Lisa Young	January 2020 Update: completed, list provided.	Closed

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39.05	A TAMEG member queried whether the de-energised status provided by the Registrant was information retrieved from the Electricity On-line Enquiry Service (ECOES) or from physical inspections. The TAA to investigate whether information came from ECOES.	Lisa Young	January 2020 Update: TAA stated that this taken from ECOES.	Closed
39.04	To provide more information on the non-compliance ie current status, what work has been undertaken, next steps etc. To follow up on the issue regarding metering that is not accurate and chase up for resolution	Lisa Young/Michael Taylor	January 2020 Update: completed, updated Category 1 non-compliance paper presented at January 2020 TAMEG.	Closed
39.03	ELEXON to raise query to LDSO and Registrant; to find out site status, and what action has been undertaken to resolve this non-compliance	Michael Taylor	January 2020 Update: completed, registrants contacted for all long outstanding Category 1 non-compliances.	Closed
39.02	To improve non-compliance stat report. Needs more clarity on information provided	Lisa Young, Kat Higby, Michael Taylor	January 2020 Update: completed, duplication of 38.04	Closed
38.05	LDSO TAMEG members to provide information to ELEXON by 9 August 2019. ELEXON will then perform additional analysis to be presented at August PAB	Sokratis/Beth Procter	October 2019 Update: Two of the three DNOs responded with information regarding the analysis request for the number of held CT/VTs and correct information vs the number of MPANs held in their portfolio. One DNO only provided data for MPANs registered later than November 2008 (D0215 implementation) but instead used the	Closed

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			<p>P283 live date. This did not provide any validation on the number of pre 2008 MPANs there were as stated in the rejection flow (D382). The second DNO provided a table of numbers showing the size of the portfolio and hadn't validated the CT/VT ratios but only said that they presumed everything was is correct until told otherwise.</p> <p>We have also taken a look at Technical Assurance Agent Management Tool to select all SVA TAA visits from 2014 that were fully compliant, took a random sample of 200 MSIDs and checked where the CT/VT ratios matched that of the D0215. Of the 200 sample, 67% did not have a D0215 sent at all. 4.5% the ratio was left blank, 3% had a mismatch. Considering that these MPANs were commissioned correctly, the absence of the flow or the ratio, there is enough evidence to hint that the D0215 is not materially affecting Settlement.</p> <p>January 2020 Update: ELEXON to provide an update following the decision of the PAB whether to endorse a D0215 TAPAP. (Action 40.02)</p>	

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38.03	ELEXON and C&C to review the current list of LDSO contact details. OSM could potentially help to get a revised list of contact references.	Kathrine Higby/Lisa Young	<p>October Update: Contact list update in progress, with assistance from the Commercial Operations Group (COG).</p> <p>January 2020 Update: TAA stated that the update had been done, and would be now done regularly, probably every six months.</p>	Closed
37.09	ELEXON agreed to investigate whether previous analysis had been performed to ascertain whether there are the correct number of main and check Meters on CoPs 1, 2 and 3 sites, and feedback to TAMEG	Kat Higby	<p>July 2019 Update: To perform analysis from HHDC's MTD and to query with CDCA if there is validation on Main and Check Meter. Action required.</p> <p>October 2019 Update: No update</p> <p>January 2020 Update: Analysis has not been undertaken.</p>	Closed
37.07	ELEXON agreed to draft a Change Proposal to address the need for Measurement Transformer calibration certificates to prove overall accuracy for COP3 and COP5 Meters, TAMEG Members to review CP.	Chris Day	<p>July 2019 Update: Amalgamation of 35.02 and 35.03. ELEXON to send out CP to members for the next TAMEG meeting. Action required.</p> <p>October 2019 Update: To be discussed in Agenda Item 9.</p> <p>January 2020 Update: Provided prior to January TAMEG meeting. ELEXON stated that the changes had been made and distributed. Anyone who was supportive of that change</p>	Closed

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			was invited to sponsor the change, otherwise it would join the ELEXON queue of changes.	
36.05	A TAMEG Member commented that the CoP should be updated to include orientation of measurement transformers. ELEXON commented that before further action is pursued, National Grid should be consulted.	Mike Smith	<p>National Grid emailed but no response received.</p> <p>April 2019 Update: Chased prior to TAMEG meeting. Suggest that ELEXON drafts some wording and circulates to the TAMEG for review proposing that guidance is added to the CoPs. NG has no objections with orientation being specified. MS created new Appendix C drawing for CoP and circulated post meeting for comments. 3 comments received.</p> <p>July 2019 Update: TAMEG Chairman to review comments received and to update the diagram. This to be circulated to members for feedback once it is ready.</p> <p>October 2019 Update: Reviewed TAMEG comments and updated diagram circulated for further TAMEG comments by 8 October 2019. Latest comments to be circulated and discussed under Agenda Item 8.</p>	Closed

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			January 2020 Update: To be discussed as part of agenda item. Closed	
38.02	Lisa to provide further analysis for no access and disconnection issue, and to ensure de-energise and disconnect term are being used correctly on the statistics.	Lisa Young	October 2019 Update: After further discussions with Paul Gregory the TAA can confirm that De-energised & Disconnected are being reported correctly. All No Access forms (inclusive of disconnected/de-energised) are reviewed to ensure that all instances are being reported correctly.	Closed
38.01	Lisa to provide more clarification over the No Access: Other reason (on site) which has a total of 17 cancellation last year.	Lisa Young	October 2019 Update: No access table by Supplier id – 5. Supplier ID 126 was in question as to why there are 17 visits with 100% cancelled. This is a CVA Registrant with a small portfolio who cancelled 2 (both) visits as the customer was unable to accommodate. Combination of 17 circuits between 2 visits issued. (8 + 9).	Closed
37.10	A TAMEG Member noted that ELEXON had not updated the P283 contact list for a while. ELEXON to update the P283 contact list, including initial contact and escalation contact.	Chris Day/Mike Smith	July 2019 Update: Speak to OSM to get contact list October 2019 Update: OSMs asked to update list before October	Closed

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			meeting. Will be uploaded in due course.	
37.02	A TAMEG Member noted that they struggled to find the TAA LWI on the website. ELEXON agreed to contact the communications team to resolve website issue.	Kat Higby	<p>July 2019 Update: ELEXON to communicate with Communication team to remove the old page. ELEXON will also require to update the new page with updated information (email link, telephone contact, etc) and to send out the new link to TAMEG members. Action required.</p> <p>October 2019 Update: TAMEG38 minutes updated to include links to TAA LWIs.</p>	Closed
36.02	A TAMEG Member queried whether the TAA is able to provide examples of PFs used in the overall accuracy calculation when the information is not provided on the measurement transformer calibration certificates. The TAA agreed to send examples	TAA	<p>April 2019 Update: Ask LY for an update</p> <p>July 2019 Update: TAA to provide update to Daniel Lewis (EDF) who raised this question.</p> <p>October 2019 Update: The TAA confirmed this has been completed.</p>	Closed
37.08	ELEXON advised undertaking some analysis to help determine whether certain Parties were failing to rectify non-compliances. ELEXON also to consult with the PAB Chair to see if it could highlight poorly performing Parties to the PAB.	Kat Higby	<p>July 2019 Update: Delivered PAB220, May2019, updates to be provided to PAB every two months. Action Closed.</p>	Closed

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37.04	ELEXON agreed to escalate the current long outstanding Category 1 non-compliances, through either another TAA site visit, PAB notification or the application of EFR	Kat Higby	July 2019 Update: Delivered PAB220, May2019, updates to be provided to PAB every two months. Action Closed.	Closed
37.03	A TAMEG Member added that visibility over the Category 1 non-compliances was currently poor, particularly for non-compliance types 1.02 and 1.06. The TAA auditors will fill in a notes section on Category 1 non-compliance records and ELEXON will start to provide these to the TAMEG prior to quarterly meetings.	TAA/ELEXON	July 2019 Update: LY to note whether TAA auditors are filing out notes section. Action 37.03 update provided at TAMEG38. Going forwards, the TAMEG will see auditor notes for new Category 1.02 and 1.06 non-compliances raised in the quarter since the last meeting. The auditor notes will be added in a separate section in the "Outstanding Category 1 Non-Compliances" paper.	Closed
36.01	ELEXON to investigation SLAs with regards to TAA timescales for reviewing rectification plans and additional statuses for better transparency for the process 'next steps'.	Kat Higby	April 2019 Update: No update (SLAs being reviewed for re-procurement) July 2019 Update: SLAs being reviewed as part of the TAA re-procurement. Action Closed.	Closed
35.05	ELEXON noted it will ask the Association of Meter Operators (AMO) to formally write to MOCOPA to highlight its concerns with access to HV substations.	Association of Meter Operators	April 2019 Update: No update (unless TC has an update at the meeting) July 2019 Update: CD or TC to confirm whether Action discussed at	Closed

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			most recent AMO meeting. Action closed.	
35.02	ELEXON agreed to progress a change to the accuracy requirements for CTs in CoPs 3 and 5 (CTs tested to the "S" accuracy class range to be required) and Meters in CoP5 (class 1 Meters to be required);	Chris Day	<p>October 2018 Update: Delayed pending progression of "enabling CP" to be raised first.</p> <p>To be progressed under "future work" scheme.</p> <p>To be discussed at TAMEG meeting.</p> <p>April 2019 Update: To be discussed under Agenda Item 10</p> <p>July 2019 Update: Change written, paper to be circulated to TAMEG members for review, following internal review. Amalgamated with 35.03 into 37.07. Action Closed.</p>	Closed
35.03	ELEXON agreed to progress a change to the requirement to provide certificates to the TAA and the process for assessment of overall accuracy of a Metering System.	Chris Day	<p>April 2019 Update: Will be progressed first as an "enabling CP" to all other certificate related workstreams.</p> <p>To be discussed at TAMEG meeting.</p> <p>July 2019 Update: Awaiting more resource time to be able to progress. Amalgamated with 35.02 into 37.07. Action Closed.</p>	Closed
34.01	SJ agreed to investigate the request of the Aggregation Rule from the Registrant and	Kat Higby	July 2018 Update: ELEXON to update the TAA LWI and guidance on	Closed

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	<p>Central Data Collection Agent (CDCA) and noted that it may involve raising a change to the TAA Local Working Instructions (LWI).</p> <p>The TAA confirmed that a change request is not required, but the TAA LWI will need to be updated.</p>		<p>the website. ELEXON to update TAMEG by email once this has been completed</p> <p>October 2018 Update: No update. KH to look into this action and provide an update at the next meeting</p> <p>April 2019 Update: To be discussed with the TAA. No update currently. To be added to changes with the re-procurement.</p> <p>July 2019 Update: Added to changes to be made with re-procurement. Action Closed.</p>	
37.01	A TAMEG Member noted that the website does not currently have an up-to-date members list. ELEXON took an action to update the ELEXON website with the up-to-date members list.	Mike Smith	Complete	Closed
36.04	ELEXON noted that more evidence is required before a proposal regarding calibration certificates can be presented to the PAB. ELEXON recommends that an email is sent out asking for TAMEG Members opinions and suggestions with responses to be discussed at the January TAMEG.	Kat Higby	April update: To be discussed under agenda item 10. Action to be closed	Closed
36.03	The TAA responded that the measurement uncertainties from the Meter certificates are used when possible but the TAA will raise a	TAA	April 2019 Update: LY updated the TAMEG in the April meeting. Action Closed.	Closed

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	query with site auditors as to their process in the December 2018 TAA auditor team briefing.			
34.02	<p>SJ agreed to take the points from the discussion on "Re-classifying Category 1 Non-Compliances" away, add the extra steps to the diagram and circulate the updated diagram to TAMEG members.</p> <p>Under Agenda item 7 at TAMEG 32 SJ noted that further amendments will be made to the diagram and it will be circulated to TAMEG via email.</p> <p>KH to circulate amended diagram to members and take output to the PAB for decision.</p>	Kat Higby	<p>July 2018 Update: On going. Awaiting PAB paper.</p> <p>October 2018 update: No update. KH to look into this action and provide an update at the next meeting. Not a priority – be reviewed by ELEXON.</p> <p>April 2019 Update: Category 1 non-compliances diagram to be re-classified in the TAA re-procurement. Action Closed.</p>	Closed
32.08	MS agreed to ask ELEXON to instruct the TAA to accept MOCOPA labels.	Chris Day	<p>On-going. Will require PAB paper to discuss use of the label.</p> <p>May update: ELEXON issued a paper for TAMEG 34 on MOCOPA labels. TAMEG to provide comments to ELEXON, and then ELEXON to make a recommendation to the PAB.</p> <p>Action to remain open.</p> <p>July 2018 Update: Still in progress. ELEXON to provide an update at the next meeting</p> <p>October 2018 Update: TAMEG think that MOCOPA labels should be</p>	Closed

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			<p>used in Settlement to find the class accuracy and the CT ratio. ELEXON to take a paper to the PAB.</p> <p>To be added to future work in certificate non-compliance</p> <p>April 2019 Update: Action discussed under agenda item 10. ELEXON suggested TAMEG member raise as a change. TAMEG agreed to close Action.</p>	
30.12	<p>ELEXON agreed to report concerns of Business Network Operators (BNO) Energisation not being appropriate for settlement due to the lack of knowledge.</p> <p>ELEXON must take a paper to the PAB (in the same paper as action above) with a possible solution/recommendation.</p>	ELEXON	<p>ELEXON are discussing the challenges presented by BNOs and ICPs and will be talking to PAB once this has been done.</p> <p>January 2018 Update: This was investigated and looked at for a piece of work internally. This work is quite a large piece of work and is above and beyond the scope of the work that I have been doing with Commissioning. It is justifiably a piece of work to itself that needs in-depth investigation and discussion with industry. ELEXON now have this earmarked as a piece of work (amongst others in a list of work we have) and it will be worked on in due course. If Parties wish for this to</p>	Closed

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			<p>be looked at sooner, then they are encouraged to raise an Issue.</p> <p>May 2018 Update: No update on this action for July.</p> <p>July 2018 Update: BSC party has raised an issue for commissioning of non-BSC Party owned CT/VTs.</p> <p>October 2018 Update: Energisation is not in scope of the issue group which has been raised.</p> <p>Clarification needed from TAMEG for this particular action. Is this a BSC issue or a legal issue where BNOs are energising connections for Settlement and processes are not being followed.</p> <p>April 2019 Update: Issue 72 will recommend that Ofgem look at the wider action. ELEXON will offer assistance to Ofgem. Action Closed.</p>	
34.10	The TAMEG recommended that all non-compliances raised prior to the implementation of P283 should be closed. ELEXON took an action to investigate this and make a recommendation to the PAB.	Kat Higby	<p>July 2018 Update: Action on-going. KH to mention to PAB in July paper. On-going work to be completed following the PAB meeting.</p> <p>October Update: ELEXON discussed this with the TAA and does not agree that it should be pursued. TAMEG to</p>	Closed

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			provide further evidence to be taken to the PAB if the TAMEG would like it to be pursued. April update: To be closed – No evidence provided by TAMEG members. Close in meeting.	
35.06	ELEXON noted COP10 applicable Metering Systems (MS) had been erroneously selected in the TAM Audit. The TAA is to continue the audit ensuring all cases are highlighted, monitored, and reported back.	Kat Higby	October update: KH to provide update. Action to be closed.	Closed
35.04	ELEXON recommended investigating Trading Dispute root causes for phase failures	Kat Higby	October update: Closed – duplicate.	Closed
34.06	Category 1 non-compliance 2016-1600: The TAMEG asked ELEXON to check when the site will be commissioned so that the Category 1 non-compliance can be closed. If there has not been any progress, ELEXON to instruct the TAA to re-visit the site and close the non-compliance if the error has been corrected.	Kat Higby	July Update: Site due to be demolished October update: TAA unable to visit the site due to asbestos. Due to be demolished. Action to be closed and non-compliance to be monitored in cat 1 report until site disconnection.	Closed
34.07	2017-0158 and 2017-0159: ELEXON to check the progress of the open Trading Dispute.	Kat Higby	July Update: Re-inspection completed. The site was found not to be in the same condition as the original audit. ELEXON and the TAA to discuss next steps.	Closed

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	If the error has been corrected, ELEXON to instruct the TAA to re-visit the site and close the non-compliance.		<p>October update: The Trading Dispute has now been rectified.</p> <p>A complex mapping table has been produced and implemented by the Data Collector.</p> <p>ELEXON and the TAA are in discussions with the Meter Operator to get the information required to close the outstanding non-compliance as Settlement has already been corrected.</p>	
34.08	The TAMEG requested that ELEXON complete some root cause analysis on the Trading Disputes which have been closed. This would assist the TAMEG with identifying where improvements can be made. In addition, ELEXON should identify the Trading Disputes which have been raised as a result of the TAA raising a Category 1 non-compliance and notifying ELEXON and provide further detail on these where possible.	Kat Higby	<p>July Update: Action on-going. Update to be provided next month.</p> <p>October Update: KH to get an update from Si Tze.</p>	Closed
34.09	ELEXON advised that LDSOs providing electrical single line diagrams (SLDs) ahead of Inspection Visits will not be made a requirement but will be added to the guidance for arranging Inspection Visits.	Mike Smith	July Update: On-going ELEXON investigating. Update to be provided at the next meeting. Investigating whether the email to parties needs to	Closed

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	MS clarified where SLDs are included boundary ownership must be clear on the SLD. ELEXON to put together wording in the guidance to establish what is required from the SLD.		be amended. To discuss with the TAA on Friday. October update: Guidance update.	
33.02	HHMOA to carry laptops to site. The TAMEG requested that ELEXON and the TAA look into the benefits of implementing the change to guidance to instruct the MOA to carry a laptop to site	Kat Higby	May Update: Issue was discussed at AMO. AMO advised it would be comfortable with the change if it was a suggestion rather than a requirement. ELEXON to amend the wording on guidance note. July Update: On-going. Kat to request and amend the guidance note. October Update: Completed.	Closed
30.02	ELEXON agreed to inform the Performance Assurance Board (PAB) of TAMEG's concerns regarding Independent Connection Providers (ICPs) and Independent Distribution Network Operators (IDNOs) obligations and the issues with the adoption process (in relation to commissioning measurement transformers and providing measurement transformer certificates) . The TAMEG agreed to modify the action to include Business Network Operators (BNO). ELEXON to take a paper to PAB to mention concerns about BNO commissioning as the PAB was only notified of an issue with ICPs. A Balancing and Settlement Code (BSC) Party has	ELEXON	July Update: BSC party has raised an issue for commissioning of non-BSC Party owned CT/VTs. In addition ELEXON took a paper to the PAB who suggested that the Panel write to the CICCOP. This is currently in progress. October update: Issue has been raised. The issue group will look at Commissioning of MTs which are not owned by a BSC Party. First working group meeting is 16/10/2018.	Closed

Action no.	Action	Resp.	Action update	Status
	raised a BSC Issue (70) for Commissioning of non-BSC Party owned current transformers (CTs) and voltage transformers (VTs). ELEXON will investigate to see if this Issue will deal with BNOs too.			
34.12	TC asked for Beth Brown to attend the next TAMEG meeting to explain how the PAF review will fit in with the TAA contract and re-procurement. The TAMEG chair will request that Beth Brown attends the next meeting.	Mike Smith	July update: To be closed. JJ to attend. See agenda item 6	Closed
34.11	Access to HV Substations: A TAMEG member agreed to raise this at a MOCOPA meeting and requested ELEXON attendance to support. ELEXON will attend the MOCOPA meeting.	Chris Day	July update: Chris to provide an update in the meeting	Closed
34.03	The TAMEG discussed whether phase failures are being identified by HHDCs. ELEXON to look into the findings from the Fault Investigation TAPAP (conducted in 2013).	Kat Higby	July Update: Insufficient backing evidence.	Closed
34.04	ELEXON took an action to establish whether the new time drift thresholds have been applied by the TAA, and if not to close any non-compliances raised in error so far in 2018/19.	Kat Higby	July Update: One time drift non-compliance had been raised using the old thresholds. This non-compliance has now been closed by the TAA.	Closed

Action no.	Action	Resp.	Action update	Status
34.05	ELEXON took an action to instruct the TAA to close the existing Category 1 non-compliance and raise a Category 2.15 non-compliance because no Commissioning record had been provided for the replacement Meter.	Kat Higby	July Update: Supply disconnected. The outstanding Category 1 non-compliance has now been closed.	Closed
32.10	MS agreed to investigate what LDSOs and transmission companies currently specify for the rated burdens for CT/VTs for metering, so ELEXON can provide guidance to Parties going forward.	Mike Smith	May Update: MS to send out a reminder to LDSOs giving them 2 weeks to respond. July update: To be closed. See agenda item 9	Closed
32.09	ELEXON agreed to add this proposed solution (Class 0.5s CTs for CoP3 and 5) to the proposal to change the Meter class accuracy requirement for CoP5 to class 1.0 and discuss the solution in the certificates working group (which has been proposed to assist with not having to present certificates to the TAA when it calculates and ensures overall accuracy is maintained).	Chris Day	May Update: CD to complete redlining and send to TAMEG members for review. Action to remain open. July update: Still in progress. Chris to discuss with TAMEG at the meeting.	Closed
32.01	MS agreed that ELEXON will speak to DNOs to ask them to check their de-energised HV sites. Should DNOs identify sites which have the wrong energisation status, they should amend them so that they will be included in the TAA main sample for audit purposes.	Mike Smith	May Update: Following Agenda item 7 at TAMEG 33 meeting, MS agreed to re-ask LDSOs/IDNOs. No update. MS to send out another request following the TAMEG 34 meeting.	Closed

Action no.	Action	Resp.	Action update	Status
			July update: MS has sent out a spreadsheet with data from the re-request.	
32.11	KH agreed to take note of the discussion and modify process with the suggestions made and speak to the EFR analyst to investigate whether the Parties with outstanding category 1 NCs need to be put in EFR.	Kat Higby	May Update: KH took escalation process to the PAB which was approved.	Closed
33.01	ELEXON noted that it will take a paper to PAB notifying it of the current escalation process and asking if PAB believes EFR would be beneficial for Suppliers/Registrants with long outstanding non-compliances.	Kat Higby	May Update: KH took escalation process to the PAB which was approved.	Closed
33.03	ELEXON to consider a TAPAP check to audit the process for applying the correct energisation status.	Kat Higby	May update: Added to the on-going list of future TAPAP checks for consideration	Closed
33.04	SJ agreed to amend the Category 1 Non-Compliance Classification diagram and send to TAMEG members for review	Stuart Jackson	May Update: SJ agreed to amend the Category 1 Non-Compliance Classification diagram and send to TAMEG members for review	Closed
32.07	SJ agreed to take the points from the discussion away, add the extra steps to the diagram and circulate the updated diagram to TA MEG members.	Stuart Jackson	May Update: Under Agenda item 7 at TAMEG 32 SJ noted that further amendments will be made to the diagram and it will be circulated to TAMEG via email.	Closed

Action no.	Action	Resp.	Action update	Status
32.03	SJ agreed to investigate the request of the Aggregation Rule from the Registrant and CDCA and noted that it may involve raising a change to the TAA LWI.	Stuart Jackson	<p>Stuart noted that he alerted Kat regarding the action but in essence; communications with the Registrants for CVA in many cases is often problematic hence it would be extremely difficult and time consuming to obtain the information in a timely manner.</p> <p>The most recent TAA agreement requests that we contact the CDCA for this information, so I think we would need to explore a change notice if we are required to obtain the info from both the CDCA and the Registrant.</p> <p>May Update: The TAA confirmed that a change request is not required, but the TAA LWI will need to be updated.</p>	Closed
33.05	Negating the need to provide Meter and CT/VT certificates - A TAMEG Member asked in regards to the AMO meeting on the 1 February 2018 if this can be raised as a question. ELEXON responded in agreement and informed the group that the provision of more data for CT/VT calibration errors by LDSOs is something that will be suggested on the TAM education day.	Chris Day	Actioned.	Closed

Action no.	Action	Resp.	Action update	Status
32.12	MS agreed to circulate the slides related to Technical Assurance of Metering (TAM) from the SVA forum, once they have been approved.	Mike Smith	Actioned	Closed
32.05	KH agreed to update the LWI to keep process of creating the "Outstanding Category 1 Non-Compliance" report as it is and omit the rectified non-compliances from discussion in the TAMEG meeting. KH added that the report will also reflect the new escalation process once it has been agreed and implemented.	Kat Higby	Actioned.	Closed
32.06	KH agreed to notify BB about issues (non-compliances) that are identified by more than one PATs.	Kat Higby	Actioned – sent to BB on 19/12. BB advised that the TAMEG views will be passed on as a suggestion for improvement in the Trading Disputes PAT	Closed
32.04	SJ agreed to look into the miscellaneous category 2.13 non-compliances individually, to see if there's any commonalty and group them accordingly.	Stuart Jackson	See agenda item 9	Closed
31.01	SC agreed to look into examples of sites registered as de-energised and report to TAMEG in October whether any were actually energised, if examples are found earlier, he will	Stephen Cuddihey - UKPN	Stephen has provided ELEXON with examples of sites registered as de-energised.	Closed

Action no.	Action	Resp.	Action update	Status
	report to ELEXON and ELEXON will circulate them to TAMEG members.			
30.06	Kat H agreed to taking a paper to PAB suggesting a change to change category 2 NC and category 1 NC CoP 2, 3 and 5 with regards to Timing Errors.	Kat Higby	KAH presented a paper to the PAB in September (PAB200). Non-compliance threshold changed to 15 minutes for CoPs 2, 3 and 5. To be implemented in 2018/19. Action to be closed	Closed
27.02	In reference to RC's CT/VT data- BP suggested she will contact to a member of Ron's team (Ryan Robinson) for more CT/VT data.	Chris Day	Ron Cook provided ELEXON with more data. ELEXON agreed to progress the data Ron Cook has provided. October 2017 – Emailed Ron Cook with request to re-submit CT/VT data to the Metering inbox 28/09/2017.	Closed
31.04	MS to ask BSC Admin to put a list of TAMEG members on the ELEXON website	Mike Smith	The BSC Admin put a list of TAMEG members on the ELEXON website	Closed.
31.05	KH to figure out how to best address and deal with the issue of re-Categorising Category 1 NCs that are rectified pending confirmation to Category 2 NCs, re-consider the process and report back with any changes made.	Kat Higby	See AGENDA Item 7.	Closed

Action no.	Action	Resp.	Action update	Status
31.06	KH to look into the escalation process regarding the amount of time Category 1 NCs should be left open and take it to PAB if anything needs to change.	Kat Higby	See AGENDA Item 10. Action to remain open until decision made on escalation process	Closed
31.07	KH to submit an impact assessment request to the TAA to see if the TAA is able to filter out instances where there is no Commissioning record, but there is no Settlement Error.	Kat Higby	Action to be closed. Insufficient data in the TAAMT due to TAA not being able to access rating plates	Closed.
31.08	MS to investigate whether TAMEG can see more confidential information from PAB and TDC.	Mike Smith	The PAB and TDC chairs have provided a statement to TAMEG	Closed
30.01	Kat H to present the annual report to TAMEG and also present her views on the TAA annual report to TAMEG.	Kat Higby	ELEXON's recommendations to be presented at TAMEG 31 (Agenda Item 6 & 7). Action to be closed.	Closed
30.03	KH agreed to finding out if there is more backstory to the Non-Compliance (NC)s and provide an email to TAMEG with an update on these NCs	Kat Higby	Added "Back story" to the Outstanding Cat 1 non-compliance paper. To be presented at the meeting (Agenda Item 4). Action to be closed	Closed
30.04	Mike Smith agreed to arrange a work group after a TAMEG meeting to discuss alternative was to provide assurance when metering certificates are not obtainable.	Kat Higby	Arranged a working group meeting for 18/07/2017. Update from the meeting to be presented to the TAMEG (Agenda Item 9). Action to be closed.	Closed

Action no.	Action	Resp.	Action update	Status
30.05	Kat H agreed to investigate a possible resolution going forward in regards to resolve outstanding NC regarding calibration certificates and contacting the TAA to obtain a copy of their LWI to find out what they are looking for in the measurement transformer certificates to provide assurance.	Kat Higby	To be closed – duplicate of action above	Closed
30.07	Mike Smith agreed to ask the PAB Chair about having a PAB member on TAMEG.	Mike Smith	Tom Chevalier has been invited to join PAB.	Closed
30.08	Mike Smith agreed to contact Chris Allanson and David Messant in regard to joining TAMEG.	Mike Smith	Stephen Cuddihey will attend as an LDSO member. Suggest not having Chris Allanson as a member as Simon Voyse represents the same company (Warren Lacey (Alt)).	Closed
30.09	Mike Smith agreed to update the members list and circulate them with Minutes	Mike Smith	Completed. Any updates on roles?	Closed
30.10	Mike Smith agreed to further investigate the impact of the PAF review on the TAM technique and request Max to come in and talk to TAMEG to explain the consequences.	Mike Smith	ELEXON are currently re-planning the review. The first part is about the PAF processes & risks, and the second part will be about the PAF Techniques (will happen next year), which is where TAM will be reviewed. Compliance team we can come to the October meeting to talk thru the new project plan. Have added agenda item to October (TAMEG32) draft agenda.	Closed

Action no.	Action	Resp.	Action update	Status
30.13	Mike Smith agreed to talk to the BSC Admin in order to extend the external paper day to 8 days instead of 7 days.	Mike Smith	Done (22/05/2017)	Closed
30.14	Mike Smith agreed to talk to the BSC Admin to make sure all papers are uploaded to the ELEXON portal.	Mike Smith	Done (13/06/2017)	Closed
25.03	In relation to the TAMEG Non-Compliance Statistics Report', ELEXON to investigate specific DCs in regards to their data retrieval process	ELEXON (Kat Higby)	(Agenda item 7 – TAMEG 30).	Closed
26.06	In regards to specific sample recommendations, ELEXON to look into High Voltage (HV) sites and the longevity of their de-energisation status, as suggested by a TAMEG member (TAMEG 26, 5.7-5.10)	ELEXON (Mike Smith)	On-going: 1888 feeders with an Inactive Feeder Status for about 1142 MPANs. Just looking into length of time they have been inactive. Could send out after meeting?	Closed
26.09	In regards to the CT/VT certificates and their value, TC suggested CM liaise with MD (initially leading the action) to confirm if he has made any progress in regards to the class 1 Meter error analysis as per the December 2015 workgroup.	Christopher Day	Christopher Day provided TAMEG with the data analysis.	Closed
27.01	BP and Keith Campion met with TC on 30 August and discussed the concerns around Code of Practice 4 (CoP4) that TC had collated from the AMO members.	Beth Procter	(Agenda item 10 – TAMEG 30).	Closed

Action no.	Action	Resp.	Action update	Status
	<p>It was agreed that detail needs to be added to sections of CoP4 to remove uncertainty and ambiguity around what is expected for compliance and to make the obligations more specific. That any changes will only be done if they improve the risk to Settlement.</p> <p>Next Steps:</p> <ul style="list-style-type: none"> • Internal discussions regarding resource • Draft Scope • Terms of Reference • Paper to SVG, ISG for approval • Paper to PAB as an update • 6 Months to complete the work • 2 workgroups <ul style="list-style-type: none"> ○ Steering group for the governance/CoP4 text ○ Technical experts for the detail <p>CP to be raised from the outcome of the work</p>			
27.03	<p>A TAMEG member suggested that even though their party didn't have any "No Access" site visits last month, they still received a letter. The Chair agreed that ELEXON would investigate the process in regards to how/which Suppliers receive the letters.</p>	Kat Higby	Action completed. Changes made to no access letter which is sent to Registrants	Closed

Action no.	Action	Resp.	Action update	Status
	KH advised she has happy to change the process in which parties receives letters in regards to "No Access" letters. A TAMEG member suggested changing the letter heading to 'Confirmation Letter' if the party has been compliant. KH agreed to make the relevant amendments.			
27.04	BD queried 'Key NCs Found in Q2 2016' (Dashboard 3) and suggested that the figures should be based on the material aspect, not based on the quantity. BD also added that Non-compliance should be viewed as 2.15 is a key stat and 2.06 be removed as this stat doesn't mean anything. KH agreed to look into the stats provided on the dashboard for the next TAMEG meeting.	Kat Higby	Action completed.	Closed
27.05	In regards to TAMEG membership, BP suggested she is currently liaising with COG (Commercial Operations Group) at the Energy Networks Association (ENA) and will speak to its members in regards to joining the TAMEG and will update the group at the next TAMEG.	Beth Procter	ELEXON had a conversation with Chris Allison of COG and the ENA. However, none of the interested Parties had enough experience to join TAMEG. (Agenda item 11 – TAMEG 30).	Closed
27.06	In regards to the Discussion on the merits (or not) of metering/transformer certificates presented at a TAA audit ELEXON agreed to investigate the benefits that certificates bring and see if there are other ways of providing assurance than producing	Kat H/ Mike Smith / Keith Campion	(Agenda item 6 – TAMEG 30).	Closed

Action no.	Action	Resp.	Action update	Status
	certificates during a TAA audit, for the next TAMEG meeting.			
26.10	In regards to the CT/VT certificates and their value BD agreed to look at BSCP27 to highlight any potential redlining changes under the BSC as this relates to the Technical Assurance of Metering process	Bob Dryden	(Agenda item 8- TAMEG 27).	Closed
26.08	In regards to LDSOs reservations D0215 amendment, TC suggested that a workshop is still needed with the LDSOs to address the issues and concerns the Party Agents have. TC advised ELEXON to speak to the ELEXON member on the IREG to see if this workshop would be beneficial. The Chair agreed to ask if a workshop would be beneficial and if so then ELEXON could take a paper to the PAB with the workgroup's findings.	ELEXON (Mike Smith)	(Agenda item 7- TAMEG 27).	Closed
26.07	BD advised a cost-benefit paper will be provided to the PAB, and the AMO D0215 proposal paper will be re-submitted with amendments addressing the LDSOs reservations	Bob Dryden	(Agenda item 7- TAMEG 27).	Closed
26.05	In regards to specific sample recommendations, the Chair took an action to see if ELEXON could use DTN data to retrieve sites with Shared SVA Metering Arrangements.	ELEXON (Mike Smith)	Shared SVA Metering Arrangements cannot be identified by D/0268. PAB have picked up on the risks to Settlement of these arrangements and Keith Campion is investigating which may lead to TAA visits. Close?	Closed

Action no.	Action	Resp.	Action update	Status
26.04	In regards to the "Trading Disputes closed in last Three Months" table, a TAMEG member requested that the table also show the "Dispute Start Date"	ELEXON (Ban Mac)	Document updated to include Dispute Start Date. To be Closed.	Closed
26.03	TAMEG member suggested that even though their party didn't have any "No Access's" visits last month, they still received a letter. The Chair agreed that ELEXON would investigate the process in regards to how/ which Suppliers receive the letters.	ELEXON (Kat Higby)		Closed
26.01	In relation to P283- A teleconference to take place with LDSOs in regards to their P283 issues / concerns. TAMEG members to be a part of the meeting : BD, TC, RC and PE	ELEXON (Beth Procter)	Beth: Need to clarify what TAMEG hope to achieve with the teleconference? I have been in contact with Chris Allanson (COG) in connection with my meeting with Tom C to talk about LDSO involvement in P283 but this was done independently to this action. I'm waiting to get a date to engage with him on this- Possible to arrange with Chris to liaise with TAMEG?	Closed
25.04	In relation to the adjusted Non-Compliance Statistics Report, ELEXON to provide an update of outstanding CAT 1Non-Compliances for the three month period to TAMEG every quarter.	ELEXON (Kat Higby)	Verbal update to be provided at the TAMEG meeting	Closed

Action no.	Action	Resp.	Action update	Status
25.01	In relation to 23.05 (Issue group to be created in conjunction with CoP4) - ELEXON agreed to circulate the draft Terms of Reference to the Group for comment.	ELEXON (Beth Procter)	Issue group still not raised Beth : As with 23.05 – to close Combined with 27.01	Closed
24.14	In reference to RC's CT/VT data - BP to liaise with Keith Campion of ELEXON for the review of this data and then perform some analysis to come back to the TAMEG in January 2016 with the aim of discussing the findings with the PAB in February 2016.	ELEXON (Beth Procter)	Still waiting for data to be reviewed and analysed. Beth: I think the action should go on TAMEG for this or close it on me. I ran the group session as requested and left the TAMEG with some actions to agree next steps and provide some data analysis but this had not yet happened. I suggest that they agree on the next steps, possible changing the accuracy class in the cops as a quick win? Or come up with a plan of how to proceed with this. Once they have I am happy to facilitate.	Closed
24.07	In relation to the Trading Disputes Quarterly Report, ELEXON to investigate why DC's appear to not be flagging 'phase failure' errors.	ELEXON (Kat Higby)	ELEXON are still investigating and will have a report detailing phase failure errors for the next TAMEG meeting. To be closed (Harry to update)	Closed
24.03	In relation to 23.05- ELEXON to confirm specific date for the issue group	ELEXON (Beth Procter)	Beth: As with 23.05 – close or combine the two.	Closed

Action no.	Action	Resp.	Action update	Status
23.05	ELEXON should organise an issue group which would best provide some industry input regarding CoP4, their understanding of CoP4, and the industry's view of the new P283 requirements. ELEXON should document the issue group's considerations, and publish a paper for discussion with the TAMEG.	ELEXON (Beth Procter)	<p>Beth:</p> <p>This action needs to be closed or put the action on Tom C.</p> <p>Tom provided lists which were questions around the clarification of the intention on P283 and each party's responsibilities within CoP4 and the practicalities of carrying out obligations. Unfortunately, this did not provide a clear enough justification for a CoP4 review. I have advised Tom that before raising any issue group an Issue Description, justification for examining Issue and any potential solution(s) needs to be provided. He has not yet given me that.</p> <p>I asked Tom for a date he is available to arrange a meeting with Keith Campion and myself and we now have a date for 31st Aug to do that.</p> <p>There will not be any update until that has happened.</p>	Closed
22.14	Where the energisation status found on site differs to that held in industry systems, Category 1 non-compliance should be raised on the basis that this will be impacting Settlement.	ELEXON (Kat Higby)	Ongoing –Proposed change is logged on ongoing TAA change log	Closed

Action no.	Action	Resp.	Action update	Status
	ELEXON to work with the TAA to form a new Cat 1 non-compliance category.			
22.13	ELEXON agreed to instruct the TAA, in addition to the changes to reporting (TAMEG Action 21.01), that the TAA should complete as much of the audit as possible when on-site.	ELEXON (Kat Higby)	Ongoing –Proposed change is logged on ongoing TAA change log	Closed
22.09	ELEXON and the TAA to investigate and raise an impact assessment of alerting MOAs when they lose a site, in much the same way they are alerted when they inherit a site, triggered by a change to ECOES.	ELEXON (Kat Higby)	Ongoing –Proposed change is logged on ongoing TAA change log	Closed
22.01	Once the TAAMT tool has been changed to include the option of 'incomplete site visit', ELEXON will monitor the results. ELEXON will gather sufficient information from this tool in order to report to PAB to decide on the cost benefit of compelling LDSOs to attend all HV site visits considering not all HV sites require an LDSO representative for access to all the Metering Equipment. ELEXON will report back to the TAMEG the results and suggestions resulting from presenting to PAB.	ELEXON (Kat Higby)	19/01/2016 – Action ongoing. Change has now been implemented by the TAA. Will monitor results over the next few months before updating the PAB on results. 09/08/2016 – Action to be closed. ELEXON presented the TAA findings to the PAB. The PAB approved a letter to be sent to Suppliers reminding them of their obligations. Suppliers have been asked to provide details of when the LDSO has been contacted for each individual incomplete site visit. ELEXON will note any trends and report back to the PAB and TAMEG if necessary	Closed
26.02	ELEXON confirmed that they have sent out a Newscast article requesting LDSO's and Suppliers to join the TAMEG. TC requested that	ELEXON (Mike Smith)	Agenda for TAMEG 27	Closed

Action no.	Action	Resp.	Action update	Status
	an agenda item be raised for the next TAMEG to discuss membership and for ELEXON to provide any updates in reference to the newscast.			
25.02	In relation to 24.12 (merged risks associated with missing CT/VT certificates paper) ELEXON to Liaise with MD and TC to decide which direction they intend to drive this change.	ELEXON (Beth Procter)	TAMEG 26 Agenda item 7	Closed
24.16	In reference to the lack of LDSOs and Suppliers in TAMEG – ELEXON to engage with LDSOs and Suppliers.	ELEXON (Beth Procter)	ELEXON are still engaging with LDSOs and Suppliers in regards to joining the TAMEG. ELEXON to have an update for the next TAMEG meeting in April. Membership issue added to the agenda for TAMEG 27	Closed
24.11	In reference to the central repository, ELEXON to query with the PAB the proposed benefits of a central repository and to relay this back at the next TAMEG meeting.	ELEXON (Beth Procter)	PAB advised not to pursue – to be reviewed in September BD suggested that as the PAB have decided not to pursue the issue, this action should be closed. The Group agreed.	Closed
22.11	ELEXON to discuss with the TAA as to reporting on Supplies that have no Meter when they should have (or have a Meter but the Meter is not registered) rather than 'Unmetered Supplies' which is a defined term in the BSC.	ELEXON (Kat Higby)	Tom Chevalier (TC) suggested that circumstances where an unregistered Meter was found should be raised with ELEXON and should ideally be reported as a Revenue Protection Issue. PG agreed and suggested that if an unregistered Meter was found on	Closed

Action no.	Action	Resp.	Action update	Status
			site, a non – compliance couldn't be given as there would be no MSID and no Registrant. The Group agreed to close this action.	
22.03	Alistair Barnsley agreed to determine which contacts in the P283 contact list are inappropriate and report back to the TAMEG.	Alistair Barnsley	Alistair Barnsley has updated the P283 contact list and has sent the updated version to ELEXON.	Closed
22.08	ELEXON to raise a TAA impact assessment for the suggested changes (TAMEG 22 section 4) to the TAA Non-compliance Statistics Report	ELEXON (Kat Higby)	(Item Agenda 4- TAMEG 25)	Closed
24.04	ELEXON to seek guidance from the PAB on the reporting of Registrants / Supplier ID's when failing to gain access for the TAA regarding no access site visits.	ELEXON (Kat Higby)	The PAB noted that if there are multiple MPANs at a site, there may be multiple cases of no access when it is actually only one site. ELEXON noted that 'no access' issues may not be as important to the PAB, but added that it can do more granular analysis if required. No access performance will now be reported to the PAB on a quarterly basis rather than monthly.	Closed
24.06	Discussion on changes to the stats report- Group agreed that a separate meeting should be set up to discuss what the Group wanted to see in the statistics report.	Stuart Jackson/ ELEXON (Beth Procter)	Duplicate Action of 24.01	Closed
23.06	BP (Beth Procter) has agreed to liaise with Jon Spence regarding the 'D0170 / D0215 process and proposed DTC flow amendments' paper to conclude its feasibility for the next TAMEG meeting.	ELEXON (Beth Procter)	Agenda Item 9 (TAMEG 25)	Closed

Action no.	Action	Resp.	Action update	Status
24.01	In relation with Action 22.08- ELEXON to convene a teleconference with some TAMEG members and the TAA to consider the suggested changes.	ELEXON (Kat Higby)	Agenda Item 4 (TAMEG 25)	Closed
24.02	In relation with Action 22.10 - ELEXON to monitor the progress of this CP and report back the progress to the TAMEG.	ELEXON (Kat Higby)	CP Progression paper to be presented to the ISG on 26/01/2016	Closed
24.05	In relation to the 'Non- compliance statistics report', ELEXON to confirm what was meant for the term 'miscellaneous' for each non-compliance	ELEXON (Kat Higby)	Two of the outstanding Cat 1 non-compliances were listed as miscellaneous: Cat 1.04 non-compliance raised and rectified during site visit. Non-compliance was resolved during the site visit. Cat 1.02 non-compliance raised Test results indicate a disparity between measured and metered energy volumes. Options: <ul style="list-style-type: none"> • Meter failing to record accurately due to CT ratio mismatch • Wiring fault Non-compliance is now rectified pending confirmation	Closed
24.06	Discussion on changes to the stats report- Group agreed that a separate meeting should be set up to discuss what the Group wanted to see in the statistics report.	Stuart Jackson/ ELEXON (Kat Higby)	Duplicate action of 24.01- to be discussed in item agenda 4 (TAMEG 25).	Closed

Action no.	Action	Resp.	Action update	Status
24.08	ELEXON to send out the 'consultation questions' in response to TC's and BD's paper to the rest of the TAMEG members for their input regarding the revised D0215 data flow and provide responses back to BD.	ELEXON (Laura Delargy)	ELEXON forwarded the consultation questions to the TAMEG members (21 Oct 2015). No response received.	Closed
24.09	ELEXON to arrange a consultation group to discuss the revised D0215 data flow for alternative responses	ELEXON (Beth Procter)	Duplicate Action (24.08)	Closed
24.10	BD to continue to update the Group regarding the development of the CP for the D0215 flow amendment	Bob Dryden	Item Agenda 9- Action to be closed?	Closed
24.12	In reference to the merged risks associated with missing CT/VT certificates paper, ELEXON to set a date and raise a sub-group (with TAMEG members) to discuss potential CP's.	ELEXON (Beth Procter)	<p>Work group was held last month (Dec). Group discussed Modifications needed in the BSC and Code Subsidiary Documents. A BSC modification will need to be raised to facilitate a change.</p> <ul style="list-style-type: none"> The group agreed that an alternative method of assurance would need to be created in the absence of documentation and that CoPs1 and 2 would be excluded. That a number of different options should be made available that can be used instead of and alongside the CT/VT calibration certificates. 	Closed

Action no.	Action	Resp.	Action update	Status
			<p>No definitive resolution was not decided/agreed</p> <p>+</p> <p>+Actions:</p> <ul style="list-style-type: none"> • Matt day to provide some class 1 measurement class analysis to the TAMEG • Tom Chevalier to look into the data for the NMTES provided to him by Ron Cook <p>TAMEG to decide where they want to go with this next.</p>	
24.13	Ron Cook to work with Tom Chevalier to provide the CT/VT data to ELEXON by the end of December.	Ron Cook /Tom Chevalier	Data now received	Closed
24.15	ELEXON to investigate the root causes of no access visits and report back to the Group.	ELEXON (Kat Higby)	Check with group in regards to whether this action is needed? (already have "Failure Reasons")	Closed
23.08	P283 timescales workshop- BP to set up an industry workshop regarding P283 commissioning timescales.	ELEXON (Beth Procter)	ELEXON held one P283 workshop meeting in September and a first draft of the redlining for the BSCPs has been created. BP advised that P283 TAPAP checks are currently underway. ELEXON will wait on the results of the TAPAP checks then review the redlining at the December P283 workshop meeting to see if they	Closed

Action no.	Action	Resp.	Action update	Status
			are still fit for purpose. The Group agreed to wait on the review.	
23.07	Central repository for commissioning records: BP to confirm what the PAB concluded as a 'Board' regarding the centralisation of commissioning records by ELEXON.	ELEXON (Beth Procter)	This was discussed under Agenda Item 7 - see section 7 of 'TAMEG 24' minutes paper	Closed
23.04	ELEXON to analyse the cost/benefit of splitting category 2.15 between MOAs and LDSOs. ELEXON to update the Group and the PAB with its findings. See section 7.3 (Minutes) regarding the question of timescales for providing commissioning records which was also included in this action.	ELEXON (Kat Higby)	Action close (This was discussed under Agenda Item 8 - see section 8 of 'TAMEG 24' minutes).	Closed
23.03	Remove the background from future TAA non-compliance statistics reports.	ELEXON (Kat Higby)	Rectified	Closed
23.02	ELEXON to combine the ELEXON paper 'Risks associated with missing CT and VT certificates', the paper, 'Risks associated with Half-Hourly Settlement metering 'powered' by current and/or voltage transformers'. ELEXON to analyse the data Ron Cook (RC) has been collating (CT/VT data for update on the NMTES) and present analysis on this work along with	ELEXON (Beth Procter)	Action closed (This was discussed under Agenda Item 8 - see section 8 of 'TAMEG 24' minutes).	Closed

Action no.	Action	Resp.	Action update	Status
	the future ELEXON paper to the relevant Panel committees.			
23.01	ELEXON to add Trading Disputes to the TAMEG agenda and report quarterly Trading Disputes statistics to the Group.	ELEXON (Kat Higby)	This was discussed under Agenda Item 5 for TAMEG 24 - see section 5 of these minutes.	Closed
22.19	Regarding changes to D0215 BD should liaise with the ELEXON contact, Keith Campion, to determine if there are any synergies and ELEXON's Jon Spence to discuss the potential changes to the D0215. BD to report back to the group when completed.	BD	BD confirmed he emailed both Keith Campion and Jon Spence and received a response from Keith Campion in regards to changes to the D0215. The Group agreed to close the action as the Group discussed it under agenda item 5. – Action 23.06	Closed
22.12	ELEXON to contact all LDSOs in order to reiterate the scope of the obligations on them pre- and post-P283.	ELEXON (Beth Procter)Higby)	Beth: ELEXON will look at doing this when contacting relevant Parties for their TAPAP appointments.	Closed
22.10	ELEXON will present to PAB the existing TAA calculation for determining materiality and suggest alternatives, including calculating materiality in-house, as we do for Trading Disputes. Using a new calculation will make comparison with previous years' difficult.	ELEXON (Kat Higby)	Kat: The PAB considered the information provided and approved our proposed methodology for calculating the materiality of category 1 non-compliances at ELEXON. This process will come in with immediate effect, and will require a small change to BSCP27.	Closed
21.07	Regarding Meters with compensations in place. ELEXON to contact MOAs with such Metering Systems asking for further information. The	ELEXON (Kat Higby)	Group agreed No materiality. Action Closed.	Closed

Action no.	Action	Resp.	Action update	Status
	MOA should determine how to remove the non-compliance and the materiality of doing so.			
22.20	'P283 – Split Cat2.15 between MOA and LDSO? (And CoP4 discussion)' agenda item be added to the agenda of TAMEG 23 at a time near the beginning of the meeting.	ELEXON (Mike Smith)	The Group agreed to close this action as the Group discussed the proposals under agenda item 4- Action 23.04	Closed
22.18	The disbanded P283 review group should be reconvened in order to determine altering D0215 (or an abandoned commissioning flow, believed to be D0006) and the results reported back to TAMEG	ELEXON (Beth Procter)	The Group agreed to close this action as the Group discussed the proposal to reconvene the P283 review group under agenda item 9 - Action 23.08	Closed
22.17	TAMEG members discussed certain LDSOs who are refusing to provide CT/VT certificates for equipment installed prior to P283 go-live data despite it being their responsibility to do so. ELEXON to open a dialogue with the LDSO in question to remind them of their responsibilities.	ELEXON (Beth Procter)	The LDSO in question has been contacted by ELEXON.	Closed
22.16	TAMEG called for all LDSOs to be checked in the autumn TAPAP P283 check. ELEXON agreed to take this under consideration when scoping the checks.	ELEXON (Beth Procter)	Beth has confirmed that it will check all LDSOs in the autumn P283 TAPAP check.	Closed
22.15	SF to present 'Risks associated with lack of measurement transformer certificates' to the SVG. SF will circulate the SVG paper to TAMEG.	ELEXON (Beth Procter)	The Chair suggested that this action is linked with action 21.10. The Chair agreed with the Group that both actions be closed and a new action be raised in order to consolidate the two - Action 23.02	

Action no.	Action	Resp.	Action update	Status
22.07	ELEXON to take TAA Non-compliance Statistics to PAB for comment and action. ELEXON will also inform PAB of TAMEG's suggestion that Registrants that are performing well should receive a positive letter	ELEXON (Kat Higby)	ELEXON attended the PAB in June 2015 (PAB173) and reported the 'no access' findings. The PAB agreed that ELEXON will continue the process of monthly 'no access' reporting during the 2015/2016 audit year and, at the recommendation of the TAMEG, also send a letter to those Registrants with 0% 'no access' to congratulate them on their performance.	Closed
22.06	An error in the report was noted. ELEXON to re-issue the TAA Non-compliance Statistics Report (March 2015).	ELEXON (Kat Higby)	Kat has corrected and re-issued the report (on 1 July 2015)	Closed
22.05	ELEXON agreed to change the process by which TAMEG minutes are approved. The Terms of Reference (ToR) will be updated to allow 10 working days for internal review followed by 10 working days for the TAMEG to provide comments. The minutes will be finalised and circulated to TAMEG members then posted on the BSC Website.	ELEXON (Mike Smith)	ELEXON has updated the TAMEG ToR and will circulate these to the group prior to TAMEG 23. Action 22.05 closed.	Closed
22.04	Relating to open action 21.07 and Meters with compensations in place: TC stated that there is to be an Association of Meter Operators (AMO) meeting on the 1 July. TC will raise this issue at the AMO meeting and report back any	TC and ELEXON (Kat Higby)	TC has spoken to the relevant MOA's. TC also tabled a paper from the AMO to the TAMEG (15.07.15) meeting	Closed

Action no.	Action	Resp.	Action update	Status
	comments to the TAMEG. In addition ELEXON will ask the MOAs in question if they would be willing to talk to TC.			
22.02	ELEXON to determine if greater information and the Trading Dispute type seen in the TAA Report can be added to the Trading Disputes Register of Determination. This may require the approval of PAB and/or the Trading Disputes Committee (TDC).	ELEXON (Kat Higby)	ELEXON held discussions with the Trading Disputes team who advised that the Register of Determinations will be reviewed as part of the Trading Disputes review which will take place later this year. New Action Created: 23.02. Kat to add Trading Disputes to the TAMEG agenda and report quarterly Trading Disputes statistics to the Group.	
21.10	The TAA to review and comment on the paper Risks associated with missing CT and VT certificates. ELEXON to conduct further statistical analysis. ELEXON to then circulate to the group an update paper including the analysis and TAA's comments for review. In order to meet the ELEXON deadlines for presenting a paper to PAB, this must be completed before the end of February 2015.	TAA / ELEXON (Sarah Fuller) / TAMEG members	Closed- Action closed and combined with action 22.15	Closed
18.03	At the Dec meeting the group discussed the 'supply disconnected' reason for a no access as being a concern. ELEXON took an action to look into the six disconnected sites on the TAA report and see why the site were still thought to have been live and report back to the TAMEG It	ELEXON (Kat Higby)	ELEXON gave an update at October meeting (TAMEG 20). Action to remain open as ELEXON will investigate further and will notify the group of its findings by email. The group requested that this	Closed

Action no.	Action	Resp.	Action update	Status
	was also suggested by a TAMEG member that some no access visits may be because there was a pending change of participant, MOP or supplier.		<p>investigation include a time-line of the issue for each site and whether these sites have subsequently been declared disconnected.</p> <p>January 2015 meeting - remain open as the group would like more detailed information on the six sites.</p> <p>Update: TAA Supply Disconnected Report to be added to TAMEG 22 agenda.</p>	
20.06	<p>Relating to closed Action 19.03</p> <p>The group agreed to close 19.03 in order to open a new action redefining the issue to look into the findings and include the formation of a review group with a group representative. MD agreed to attend on behalf of the group. Redefined to:</p> <p>'Opened to redefine closed action 19.03. ELEXON to look into the findings from the Technical Assurance checks into the fault investigation process (PAB148) and form of a review group with a group representative. MD agreed to attend on behalf of the group.</p>	ELEXON (Mike Smith)	<p>The review group has been formed and have had its first meeting. MS will provide a verbal update to the TAMEG</p> <p>Verbal update added to AOB of agenda: 'Fault Investigation Working Group (Verbal Update)'</p>	Closed
20.14	Post meeting, ELEXON created a new action to consider what a requirement on the LDSO and MOAs to audit the commissioning process could look like. The post-P283 Technical Assurance checks into commissioning to be conducted by	ELEXON	May be closed off as part of agenda item 5 Key findings in Draft TAA Annual Report (verbal update)	Closed

Action no.	Action	Resp.	Action update	Status
	ELEXON will capture the second part of the recommendation.			
21.01	<p>The group requested that the TAA change their reporting.</p> <p>ELEXON to raise a TAAMT change including:</p> <ul style="list-style-type: none"> • If the TAA has access to the Metering System but finds the Metering System 'dead' or disconnected, this should not be reported as 'no access'; and • If a site's energisation state is found to be incorrectly registered then this should be reported as a Cat 1 non-compliance. 	ELEXON (Kat Higby)	Post TAMEG 21, the TAA expressed concern over the recommendations and requested further discussion at TAMEG 22. This action was discussed further in TAMEG 22.	Closed
21.02	<p>ELEXON to add 'incomplete site visit due to no access to CT/VT rating plates' issue to TAMEG meeting 22. In preparation ELEXON should:</p> <ul style="list-style-type: none"> • Determine the obligations on LDSOs according to BSCP27; and • Ask PAB to determine the cost benefit of compelling LDSOs to attend all HV site visits considering not all HV sites require an LDSO for access. 	ELEXON (Kat Higby)	The Chair suggested that this action is tied to TAMEG action 21.03. The Chair also suggested that both actions be closed and a new action rose in order to consolidate the two. See discussion below.	Closed

Action no.	Action	Resp.	Action update	Status
21.03	ELEXON is working with the TAA to have to option of 'incomplete site visit' added to the TAAMT tool. Once this has been implemented and sufficient information gathered, ELEXON will present a paper to PAB to decide on the cost benefit of compelling LDSOs to attend all HV site visits considering not all HV sites require an LDSO representative for access to all the Metering Equipment.	ELEXON (Kat Higby)	David T has been asked to add this, no update so far...? Close as progress has begun	Closed
21.04	Further to closed action 20.10, ELEXON to circulate further Trading Dispute information including: <ul style="list-style-type: none"> • CVA and SVA Trading Disputes including who raised the Dispute and who is the LDSO; • Where possible how the raising Party determined the error that lead to the dispute, anonymised if necessary; • CVA Trading Dispute Materiality; and Summary of root cause of SVA and CVA Trading disputes.	ELEXON (Kat Higby)	Compiled by KH/Ban, circulated by LF Not an agenda item	Closed
21.05	Further to closed action 20.12, ELEXON to send a reminder to all contacts to add to the P283 list of Suppliers, MOAs and LDSOs list. A general email address is preferable to individual in order to reduce the risks of change of personnel.	ELEXON (Lydia Fawcett)	TC suggests we proactively chase DNOs and iDNOs. From P283 guidance workshop KC to re-request contact details – through OSMs and identify those not on the list	Closed

Action no.	Action	Resp.	Action update	Status
			<p>Also newscast item to ask P283 stakeholders to look at existing contacts to ensure up-to-date.</p> <p>Those found not to have contacts were discovered to not be active</p> <p>283 members have been informed of this</p>	
21.06	<p>ELEXON to produce and circulate example non-compliance stats reports. Where possible the reports should include:</p> <ul style="list-style-type: none"> • Trends and outliers; • Rolling 12 month reporting period; • Settlement affecting mpans; • Outstanding length; • Miscellaneous Cat 1 and 2.15, how and why rectified; • Total Number of TAA site visits in order to give context; • Number of rectifications after site visit; • Summary of completely compliant participants. TC prefers quarterly to 12month rolling; and • No double counting, i.e. group participants into only one of the 	ELEXON (TAA / Kat Higby)	<p>Post meeting note: TC suggested an alternative method of non-compliance reporting. Group participants into only one of the following options: Cat 1 non-compliance (which may include Cat 2 non-compliance); Category 2 non-compliance only; or fully compliant. How non-compliances are reported can only be decided by the group in a meeting and as such will be discussed at TAMEG 22.</p> <p>TAA asked for clarification on a number of points. KH circulated these comments to TAMEG to read before TAMEG 22.</p> <p>KH will present agenda item 4. Non-compliance stats report review as normal then ask for views from TAMEG</p>	Closed

Action no.	Action	Resp.	Action update	Status
	<p>following options: Fully Compliant; Cat 1 non-compliance; Cat 2 non-compliance; or Cat 1 and Cat 2 non-compliances.</p> <p>This will involve raising a TAA change request for the report generator</p>			
21.08	MOA representatives of the group to determine, in the last three months of 2014, how many D0170s (with J0007) requests for info they sent to DSOs and what D0215 they received back. In what state were the D0215s (what useful/non-useful info)? ELEXON to determine, with MD, what information is required and circulate to the relevant MOA representatives.	ELEXON (MD/ Mike Smith / Kat Higby)	<p>2 responses received from MOA. Hold off chasing other MOAs because Nick Groves can write a script to extract data from our Electralink data set. Kat to make sure this is done and circulate results (suitably anonymised) to TAMEG.</p> <p>Discuss in Agenda item 9</p>	Closed
21.09	BD to create an example updated D0215 and liaise with ELEXON. ELEXON to circulate the example and arrange a teleconference with interested group members a week later.	BD / ELEXON		Closed
21.11	ELEXON to circulate the updated draft P283 Guidance to the group.	ELEXON (Sarah Fuller)	To be closed. Updated P283 guidance issued to TAMEG.	Closed
21.12	ELEXON to carry agenda item 8 to TAMEG 22. 'P283 – Proposal to split Cat 2.15 between MOA and LDSO (create new Categories for new sites post 6 Nov 2014)?'	ELEXON (Lydia Fawcett)	To be closed. Agenda item added to TAMEG 22 draft agenda.	Closed

