

Technical Assurance of Metering Expert Group (TAMEG) – Terms of Reference

Aims & Objectives

The Technical Assurance of Metering (TAM) Expert Group (TAMEG) will provide an arena where experts can come together to discuss the operations of the TAM technique, the Technical Assurance Agent (TAA) and its findings. The TAMEG may assess and propose revisions to BSCCo in respect of Code Subsidiary Documents and Section L of the BSC (via the Performance Assurance Board).

Duties & Responsibilities

The duties and responsibilities of the Expert Group shall be as determined from time to time by the BSCCo, which may include any or all of the following:

- a) To advise and make proposals to the BSCCo on any matters relating the operations of the TAM technique, the TAA and his findings.
- b) To advise and make proposals to BSCCo on any matters relating to BSCP27 and Section L of the BSC.
- c) To assess and make proposals for process improvement, for consistency and accuracy in relation to the TAM technique, the TAA and his findings.
- d) To develop accurate and useful reporting of the findings of the TAA.
- e) To monitor and analyse trends of non-compliances within the Market and propose actions to mitigate the risk to Settlement.
- f) To monitor and analyse trends of non-compliances within the Market and propose actions to improve the processes and associated processes of the TAM technique.
- g) To review, assess and make proposals to BSCCo on any matters relating to published guidance in support of the operations of the TAA, including and not limited to the Common Categories of Non-Compliance Guidance Note and Rectification of Non-Compliance Guidance Note.
- h) To share knowledge and information, striving for a consistent and agreeable approach on all matters relating to the TAM technique.
- i) To input into the development of the Technical Assurance Agent Online Management Tool (TAAMT).
- j) To work with ELEXON and other industry forums / members / committees to ensure that the TAM technique is both a value added service and an effective one.
- k) To discuss and make proposals to the BSCCo based on any matters arising from the TAA Annual Report.

Membership

The TAMEG will have the following membership:

- 1) Chairman (to be appointed by ELEXON)
- 2) Technical Secretary
- 3) Members
 - a) Membership will be open to LDSOs, Registrants, Suppliers and Supplier Agents (or appointed representatives) that have the TAM technique applied to them.
 - b) Membership will also be open to the TAA.
 - c) Appropriate Industry Experts as required.

The Chairman will be responsible for ensuring that attendees are invited if interest is shown. Where an imbalance of representation is obvious, the chairman will work to ensure that the TAMEG has a balanced representation. The Chairman will ensure the services of a Technical Secretary are available.

Accountability

The TAMEG is a working Expert Group and not a Sub-Committee. It is a value added service to enable communication between ELEXON and LDSOs, Registrants and Suppliers/Supplier Agents involved with the TAM technique. It is designed to enable meaningful evolution of the TAM technique and ensure that the technique is aligned with industry requirements.

Where the TAMEG requires a formal decision from the BSC governance structure (e.g. the PAB), the information will be presented to the appropriate Committee / Sub-Committee. Advice to those committees will be based on the consensus view of the members present and where there is a majority view, the minority view will also be reported to ensure a fair presentation. ELEXON will progress any issues through the current Change Process upon agreement by the Expert Group.

ELEXON shall provide relevant updates from PAB to the TAMEG as and when required.

Meeting Arrangements & Frequency

The TAMEG will meet quarterly or as required to support the delivery of the TAM technique.

The Agenda and papers will be distributed by BSC Admin or the Technical Secretary to all TAMEG members, no later than 5 working days prior to the meeting. Draft Minutes will be prepared by the Technical Secretary and distributed to all TAMEG members as soon as practical after the meeting and within 10WD. TAMEG members will have 10WD to review the minutes and provide comments after which the minutes will be finalised, circulated to TAMEG members and posted on the BSC Website. A log of actions will also be kept so that these can be monitored at each meeting.

Meetings will be non confidential unless specifically agreed that any information shared is confidential. The reporting will also be of a non confidential nature.

ELEXON will provide reporting that monitors and analyses trends and issues relating to the TAM technique at least 5WD before the next meeting takes place, these will cover at least the last 12 months, longer if available / required. The reports will cover as a minimum:

- No of Outstanding Non-Compliances
 - By Category
- Number of Visits made / Number of No Access / Number of Non-Compliances Identified
- Consumption Data Comparison Check
- Clock Timing Error Report

Approval & Review Arrangements

Amendments to the Terms of Reference will be discussed and agreed at the TAMEG meeting before being implemented and will be annually reviewed as a matter of course.