



MINUTES OF NON TECHNICAL LOSSES REDUCTION WORKING GROUP

Date: 13 MAY 2013

Venue: CTICC, Cape Town

1) Attendance:

1.1) Present

Name	Call Name	Company
Macvittie	Chiphwanya	ESCOM – (Convenor)
Rens	Bindeman	SARPA (secretary)
Francis	Maze	TANESCO
Sandile	Maphumulo	Ethekwini Municipality
Lemmy	Mweene	Zesco

1.2) Apologies

Name	Call Name	Company
Claudia	Coetzer	Integrity Control Systems
Tony	Coetzer	Integrity Control Systems
Harold	Hayes	Landis+Gyr
Lawrence	Juku	Landis+Gyr
Leonard	Chisina	Zesa (Deputy Convener)

1.2) Absent

Name	Call Name	Company
Ndambi	Ilunga	SNEL
Frederick	Kitandwe	UMEME
Mohapi	Khaile	LEC
MZ	Seitheko	LEC
MZ	Seitheko	LEC
Joshua	Mutua	KPLC
Samuel	Magezi	Umeme
Edison	Makwarela	Eskom

2 Opening / Welcome

The Convener welcomed everyone to the workgroup meeting as Convener at 10h15

3 Apologies and introductions

Apologies were reported as on recorded as above.

4 Confirmation of Agenda

The meeting adopted the agenda with several changes namely:

- 4.1 Add the point “ Strategy Focus” as point no 6
- 4.2 Renumber points 6 to 15 accordingly

Proposed by Francis and seconded by Lemmy

5 Review of previous minutes

- 5.1 Under the heading “present” on page 1 replace name “Lenny Nweene” with “Lemmy Mweene”
- 5.2 Item on page 3 point 1 replace name “Lenny” with “Lemmy”
- 5.3 Item on page 3 point 3 replace name “Zandile” with “Sandile”
- 5.4 Item on page 4 point 6.7 replace name “Lenny” with “Lemmy”
- 5.5 The group noted that the percentages on page 9 points 4 and 5 do not add up.

The minutes were adopted with minor corrections, proposed by Lemmy and seconded by Sandile

6 Strategy Focus

- 6.1 Sandile Maphumulo suggested we “up our game”
- 6.2 We need to determine what technology is out there to deal with Non-technical losses. Once we detect what works, we need to determine how they can help Utilities in Africa and what steps to take in order to minimize losses.
- 6.3 It was suggested that we dedicate a full day at Arusha to structure the strategy needs from inputs by everyone.
- 6.4 An email should be sent out to inform members of the group regarding this proposed “strategy workshop”. We need to decide on the process to follow and there should be proper communication to group members regarding what is needed from them prior to the meeting.
- 6.5 The Convener pointed out that we lack the “bigger picture”
- 6.6 Francis Maze pointed out that we first need to establish the extent of the losses by following statistical methods.

7 Matters arising

Matters arising from the previous minutes were: -

- 7.1 It was agreed to do the election of office bearers in Arusha.
- 7.2 An exercise was done to confirm the workgroup members. Individuals who do not take part in proceedings should be removed from the distribution list. It was decided to in the case of where there is more than one member, that we send a letter to the Utilities Board member to confirm who is the allocated person to attend the meetings.
- 7.3 Feedback to the Board on the current scenario in the Region on smart metering is still outstanding. The subject was discussed and Mr Macvittie explained why the task was given to the workgroup. It was determined that the workgroup would have to address the matter. It was resolved that the work group would look at the strategies followed by member utilities and follow what is happening on the international front. It was also suggested that we follow a multi discipline approach and draw information from members in the other working groups.
- 7.4 Feedback was given by Rens Bindeman regarding Revenue Protection Management courses (Advanced and Basic) as well as the Fraud and Vandalism course that will be presented at Kafue Gorge regional training centre that will take place from the 15 to 24 July 2013. All Utilities that is members of PIESA have been invited through their Training Departments. Workgroup members requested that an invite be sent to them as well, in order to check if members from their utility will be attending. The Secretary will send out the information. It was decided that the group must develop a "one-page document" at the next meeting, which highlights the groups training needs for future.
- 7.5 The Secretary has sent out the generic sealing policy NRS 096. Anyone who still hasn't received, it should contact him immediately.
- 7.6 It was pointed out that if you look at the minutes, the reporting from Utilities are taking up most of our time during the workgroup meetings. The question is therefore, "do we need to continue getting Utility feedback or could we rather do that in an informal way or obtain it a later stage? It was decided that this issue should to be discussed in more detail under point 12.
- 7.7 It was agreed to change the Action Plan by combining action points 4 and 5 (Tamper detection and Sealing)
It was proposed to make all the changes on the action plan that was identified and then for the Secretary to forward it to the workgroup members
- 7.8 Rens gave feedback regarding the suggestion that he should compile a report on "cyber Security" and the protection of smart grids against cyber attacks. He mentioned that the report has not yet been completed, as there is so many new aspects regarding this issue and new policy are in the process of been finalised, which will be focused specifically on smart metering internationally.
He would rather like to wait till it is available, in order to add it to the report.

- 7.9 He then did a presentation on Cyber Security to the members present. A synopsis of the presentation will be sent out with the final minutes.
- 7.10 It was decided to remove the discussion point “Demand side Management from future agenda’s as it will be included in the Utility reports.

8 Procedure to quantify technical and non technical losses

- 8.1 Discussions were held regarding the problems encountered with the development of the standard “on how to calculate losses on electricity networks” (NRS 080) and the related pilot project currently underway in Ethekewini Metro to support this process. Eskom studies in this regard have been included in the process and the University of North -West is also involved in the project.
- 8.2 It was requested that any information regarding studies in this regard that have been done in the past or are presently in progress in PIESA member utilities, to be forwarded to the Secretary, so he could pass it on to the NRS 080 Workgroup Convener namely Mr Chris Gower.
- 8.3 A task team has been formed from the NRS workgroup who will meet regularly to discuss progress. Certain members have been tasked to evaluate the Eskom process that had been followed, in the process of compiling the guideline for Eskom personnel. The brief was to determine if it would be viable to implement the same processes
- 8.4 It was suggested that we should make sure that in the results obtained “desktop studies and physical measurements” are compared.
- 8.5 It was also suggested by workgroup members that a study should be done on the issue of “Where are we incurring the biggest loss on the technical or human side?”
- 8.6 Francis Maze suggested that we use AMR to monitor consumption on a 24 hr basis in and then ensure a “step by step” analysis of isolated areas in order to determine what is causing the problems and then focus on fixing that. It is also a good idea to register all meters and then determine which ones are not on the system and cut those off on the data base that we do not know where they are (ghost meters). He said they have so many initiatives running simultaneously that they do not know what has caused the 4% reduction in losses they have noticed.

9 WG Training Courses

- 9.1.1 There was a call for participant’s names from the PIESA Secretariat to be submitted for the Environmental Engineering Training Course on the 27 /29 May 2013 at Umeme, Uganda. The Programme was attached to the workshop information pack.

10 Adoption of Action Plan

- 10.1 It was agreed to change the Action Plan by combining action points 4 and 5 (Tamper detection and Sealing)
- 10.2 It was proposed to make all the changes that was identified and then for the Secretary to forward it to the

11 IERE General Meeting and PIESA African Forum

- 11.1 Venue: - Arusha, Tanzania
- 11.2 Date: - 23 September 2013
- 11.3 Call for papers – note must be taken that the call for papers have gone out. Members to please forward it to their other Utility members back home.
- 11.4 Each Workgroup must present at least one paper members discussed the issue and it was decided that the Convener Mr Macvittie should do the NTLR presentation.
- 11.5 It was also decided that other work group members must contribute to the presentation. Slides / information to be forwarded to the Convener well before the event.

12) Reports from utilities

- 12.1 It was decided that workgroup members should still provide reports. Lawrence was supposed to have provided a guideline for this purpose. It was decided by the workgroup that he should still be asked to provide the guideline.
- 12.2 The Convener was asked to remind Lawrence to send this as soon as possible to the Secretary, so that he could send it out to the workgroup members. All Utility members should be asked to complete their reports as soon as possible and send it to the Secretary, for inclusion in the final minutes.
- 12.3 These reports should be sent with the minutes as an attachment. Therefore, we must not spend unnecessary time on reports during the meetings, except if there are critical issues that need to be discussed urgently.
- 12.4 This will allow us to dedicate more time to discuss more important issues and to update everyone regarding new developments or success stories.
- 12.5 It was decided that we need to talk about this proposal in Arusha. In other words we need to look at how we can make the process of information sharing more practical.

Note: - Awaiting reports (to be attached to minutes)

13 Review of smart metering status in utilities

13.1 It was decided that each Utility representative to provide a synopsis of the current status of smart metering projects in his or her Utility.

14 Report to the board in September 2013

14.1 It was agreed to finalize the report at the next meeting in Arusha. The Convener to compile a draft report in the meantime and circulate it to the members for their comments.

15 Date of Next meeting

On 23 – 24 September 2013 in Arusha, Tanzania

16 Closure

It was decided to draw up a draft version of the minutes and action plans and circulates it to the members, in order for them to fill the gaps, before the final minutes will be sent out The Convener thanked everyone for their participation and closed the meeting at 16h40.

.....

Signature of Convener

.....

Date