

**IGT039 Meeting #28**  
**FINAL Minutes**

*Participants:*

<i>Colette Baldwin (CB)</i>	<i>Eon</i>	<i>Trevor Peacock (TP)</i>	<i>FPL</i>
<i>Kirsty Dudley (KD)</i>	<i>Eon</i>	<i>Adam Pearce (AP)</i>	<i>ESP</i>
<i>Maria Hesketh (MH)</i>	<i>Scottish Power</i>	<i>Kiran Samra (KS)</i>	<i>Npower</i>
<i>Gethyn Howard (GH) (Chair)</i>	<i>GTC</i>		

**1) Introductions**

The meeting attendees introduced themselves. GH confirmed that the meeting would generally be to provide a progress update mainly on the legal drafting, agreeing the content of the “ancillary document review document” and setting out the timeframes to complete the remaining work under IGT039.

**2) Review of actions**

- 1) JD to undertake further analysis on SSP funding.

*carried over*

- 2) GH to speak to JD about potential options to progress Xoserve development cost recovery.

*carried over*

- 3) GH to review drafting with lawyers for E1.3.

*GH confirmed that now that the final draft had been received from the external law firm, this section had been reviewed and the advice provided was the drafting was sufficient and in line with the style used throughout the drafting - complete*

- 4) GH to amend drafting to remove smaller under F11.1

*GH confirmed that this amendment had been made - complete*

- 5) GH to circulate ancillary document changes framework document.

*GH confirmed this was circulated to parties on 29/09/2014 - complete*

- 6) SL to draft IGT039 letter to Ofgem to highlight concerns over lack of progress on IGT039 funding arrangements.

*GH confirmed that this had been completed and was sent to Ofgem on 07/10/2014 and could be found on the IGT UNC website - complete*

- 7) GH to provide an update to the IGT039 development group on the legal drafting timeframes following the AIGT call with the external law firm.

*GH confirmed that the timeframes had been sent out via email on 29/09/2014 - complete*

**3) Legal Drafting Update**

GH confirmed that the drafting had been reviewed by the external law firm with the only outstanding actions on IGTs being:

- to review the areas of the Code which had not been amended to ensure any references were still correct the following events had taken place; and
- to review definitions in Part M to ensure they remained correct (in terms of still existing and where they do, that they refer to the correct place).

GH commented that these areas were already under review and once complete, the final draft would be circulated for a 4 week review period. GH also confirmed that the approach was to bring the IGT UNC base drafting up to v8.1 as versions 8.2 and 8.3 introduced additional ancillary documents. As such, any changes to such ancillary documents recommended by the IGT Shipper work group (and therefore the additions under v8.2 and 8.3) would be taken forwards as transitional modifications to bring the IGT UNC into line with the version as of October 2015.

#### **4) Agreement of IGT UNC Panel Letter**

GH summarised that the original intention was to discuss the draft letter to Ofgem and finalise its content at the meeting. However, at the request of parties the letter had been progressed ahead of schedule and the IGT UNC Panel had agreed ex-committee for this to be sent ahead of IGT039 meeting #28. The group noted the additional changes that had been made following CB's feedback and that the final version of the letter could be found on the IGT UNC website which had been sent to Ofgem on 07/10/2014.

#### **5) Agreement of "Ancillary Document Review" Scoping Document**

The group reviewed the document noting that it set out a framework in which the review of ancillary documents should be made. The group agreed that in the majority of cases it was likely that a number of ancillary documents would not be required under SSP and would be straight forwards to remove. It was likely however that there would be other documents (such as portfolio extract for example) where there may be changes to data items which would require further discussion, some of which may be reliant formats being provided by Xoserve. A number of minor amendments were requested to the review scoping document:

- Shipper workgroup to complete work within 3 meetings;
- Shipper workgroup to provide monthly progress updates to the IGT UNC Panel

The group noted that IGTs would need to review their own INCs and raise modifications to amend these where relevant in due course.

**Action – GH to make amendments to the scoping document.**

#### **6) Review of Issues Log**

GH confirmed that there had been no amendments to the Issues Log since the meeting in August. As such, the only two items highlighted in red on the report are:

- 1) The query on whether or not "SOQ" should be a required field (to be discussed at the Shipper WG); and
- 2) A change to the IGTAD to link termination provisions together (to be taken forwards outside of IGT039)

It was agreed that the issues log would remain under continuous review and would be updated as soon as item 1 had been discussed at the forthcoming IGT Shipper Work Group.

**7) Next Steps and Work Plan Review:**

In terms of next steps, GH confirmed that the legal drafting would be circulated on Monday 13<sup>th</sup> October though if possible, this would be circulated earlier. A 4 week review period would be provided with the legal review meeting taking place w/c 10<sup>th</sup> November. It was agreed that a matrix would be circulated to determine the most suitable day for all. GH requested that parties feed comments through to himself during the review period so that these can be reviewed in advance of the meeting allowing for the most productive use of time on the day. It was noted that on the basis that all matters had been addressed, the last IGT039 meeting would take place on December 2<sup>nd</sup> which would allow the IGT039 to be submitted to the December IGT UNC Panel meeting with a recommendation to proceed to consultation. GH agreed to update the time line of events to reflect this and AP requested that the timeline be hosted on the IGT UNC website.

- Action – GH to circulate availability matrix to determine date of legal review meeting.  
– GH to update timeline of events and host on IGT UNC website.  
- All to provide feedback on legal drafting to GH ahead of legal review meeting

**8) Future Meeting Dates:**

- w/c 10<sup>th</sup> November for legal review meeting (date to be confirmed)
- December 2<sup>nd</sup> for potential final IGT039 meeting

**9) AOB:**

There was no AOB

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**Actions:**

- 1) JD to undertake further analysis on SSP funding.
- 2) GH to speak to JD about potential options to progress Xoserve development cost recovery.
- 3) GH to make amendments to the scoping document.
- 4) GH to circulate availability matrix to determine date of legal review meeting.
- 5) GH to update timeline of events and host on IGT UNC website.
- 6) All to provide feedback on legal drafting to GH ahead of legal review meeting.