

## iGT054/054A Development Group Meeting #3 Minutes

### 1. Participants

AP - Adam Pearce (ESP)  
AM – Andrew Margan (BG)  
AF – Ashley Foster (SSEPL)\*  
DA – Dave Addison (Xoserve)\*  
DB – Dave Bowles (FPL)\*  
DM – David Moore (Gemserv)  
HC - Huw Comerford (Utilita)  
KB – Katy Binch (ESP)  
KM – Kay Mackey (GTC)  
KS – Kiran Samra (Npower)  
LW – Lisa Wong (ESP)  
MH - Maria Hesketh (Scottish Power)\*  
MJ – Mark Jones (SSE)\*  
SL - Steve Ladle (Gemserv)  
TC – Trevor Clark (E.On)

Apologies:

JR – Jenny Rawlinson

### 2. Minutes & Actions

The previous meeting's minutes were signed off with no further comments received.

An actions log can be found at the foot of these minutes.

### 3. Changes made to align with UNC451

HC and TC took the group through changes made to both modifications' business rules to align them with the mirror UNC modification.

HC summarised the main changes as being; 1.4 split out into a standalone rule and the amendment of dates/references.

TC confirmed that he had removed the reference to 'User Pays' from iGT054A.

**ACTION: DG members were asked to feed final comments on the modification back to HC, TC and AP ahead of the next DG meeting.**

Parties considered whether it was necessary to raise a variation request to panel in order to amend the modification. The group felt that this was not necessary, as the DG's Terms of Reference stated a revised mod report was a deliverable of the DG.

The group was reminded that it would need to consider legal text for the modifications.

**ACTION: AP to produce legal text for the group to consider.**

#### 4. Obligation on Large Transporters

Action 2.1 remains open.

SL asked whether a separate modification would need to be raised in order to place an obligation on Xoserve to factor the reports, provided by the iGTs under iGT054/A, into the allocation of gas calculations.

DA confirmed that he thought a separate modification would be required and that he suspected it was more than simply adding a line of text to the UNC451 drafting. DA mentioned that he had spoken to Chris Warner from National Grid and that he has opened discussions with Joanna Ferguson from NGN, around how Xoserve could best be placed under an obligation to use the iGT report.

**ACTION 2.1 AMENDED: DA to speak to Chris Warner (National Grid) and Joanna Ferguson (NGN) around where an Xoserve obligation should sit.**

#### 5. Requirements for retrospective report

DA confirmed that Xoserve would require all of the data items required for the enduring monthly iGT to Xoserve report, and also any relevant Effective From Dates (where, for example, a meter had changed payment modes or a supply point had churned to a new shipper).

iGTs were asked whether they would be able to produce a retrospective report with all the required data items and EFDs. At least one iGT confirmed that they would not be able to produce the retrospective report, as they do not hold the history for a number of the required data items.

Shippers were asked if they were able to produce the required retrospective report. Two shippers (Npower and British Gas) confirmed they were able to produce the report.

AP noted that iGT054 stated that the retrospective report needed to be 'a snapshot' of a period of time, but that this was not possible.

**ACTION: HC to clarify whether the retrospective report is to be a snapshot of a point in time, monthly snapshots since October 2012, or a report showing the entire history (with EFDs) of each relevant supply point since October 2012.**

Parties noted the risk of making the shipper to iGT Smart PPM report optional. It was suggested that a shipper could opt out of providing the report where providing it would be financially detrimental to their business. Despite this, members agreed that this modification should align with the UNC modification, where possible, and therefore keep the shipper to iGT report as optional.

HC confirmed that the retrospective element will apply from October 2012. TC confirmed that no retrospection shall apply. MJ asked whether the modification will have an implementation date that aligns with the beginning of the Gas Year. TC/HC took an action to confirm.

**ACTION: TC and HC to confirm whether their respective modifications' implementation aligns with the beginning of the Gas Year or otherwise.**

## 6. Funding arrangements

Parties discussed the costs associated with producing the relevant reports and carrying out the required validation.

Views were mixed amongst iGTs. Some iGTs stated that they would incur significant costs if they were required to produce the retrospective report, produce a monthly report and carry out validation on new incoming shipper file flows.

The group discussed the methods of cost recovery available to iGTs, including an iGT User Pays mechanism, an additional charge in each iGT's Transportation Charges Statement or making the processing of incoming shipper smart PPM reports a paid service in code. The asked that the iGTs discussed this matter outside of iGT054DG.

**ACTION: iGTs to meet offline to devise a mechanism for cost recovery for the services they are being proposed to provide under iGT054/054A.**

## 7. General

File formats were discussed. DA confirmed that Xoserve would need to receive a uniform file format from iGTs. DA stated that the format would be produced in collaboration with iGTs and that it would align with current iGT to Xoserve files – for example, it would likely be a csv file sent via email.

iGTs confirmed that they too would expect to receive a uniform file format from shippers (for smart meters operating in prepayment mode).

Parties confirmed that there would be a need for iGTs to send a response file back to shippers, to confirm that the data send will be validated and included in the submission to Xoserve.

**ACTION: iGTs to produce draft shipper to iGT file format, including a proposed response file.**

DA confirmed that Xoserve would only carry out a gross error check (for example, that the iGT report does not exceed the number of meters Xoserve would expect to receive from a given iGT). Xoserve would not be validating any of the data at a meter point level. Action 3.1 closed.

## 8. Development Group Report

Action 3.9 remains open – AP to provide a skeleton DG report for next meeting.

## 9. AOB

N/A

## 10. Future meeting dates

The next meeting date was set for Monday 20<sup>th</sup> February, 11:00am, at Xoserve's offices in Solihull.

This is currently set as a meeting, but may revert back to being a teleconference if members feel sufficient progress has been made between meetings.

## 11. Actions

	Action	Owner	Status
1.1	HC to share Utilita's analysis.	HC	Closed
1.2	All shipper parties to produce analysis of misallocation of gas to PPM and smart PPM customers.	All parties	Open (rolling)
1.3	HC to contact Xoserve to determine the data items Xoserve would require in the monthly report provided by iGTs.	HC	Closed
1.4	HC to contact Xoserve to establish Xoserve's view on how parties could obligate Xoserve to use the data from monthly report provided by iGTs in the allocation of gas calculations.	HC	Closed
1.5	HC to contact Xoserve to establish what data Xoserve would require to allow them to calculate the payments/charges to parties who have been misallocated gas.	HC	Closed
<b>2.1</b>	<b>DA to speak to Chris Warner (National Grid) and Joanna Ferguson (NGN) around where an Xoserve obligation should sit.</b>	<b>DA</b>	<b>Open (amended)</b>
2.2	HC to speak to Ofgem for a view of how the retrospective element could work & to provide a set of business rules for the iGT054DG to review on 29/11/13 meeting.	HC	Closed
3.1	DA to clarify what the Xoserve sense check looks like.	DA	Closed
3.2	iGTs to confirm whether producing a retrospective report would be possible.	iGTs	Open
3.3	Shippers to confirm whether producing a retrospective monthly report of smart meters operating in pre-payment mode would be possible.	Shippers	Closed
3.4	DA to confirm what data iGT054's retrospective report would need to contain.	DA	Closed
3.5	TC to compare iGT054/A with UNC451/A and propose new changes based on any disparities found.	TC	Closed
3.6	iGTs to provide an estimate of costs for producing both the monthly and retrospective reports (JR to circulate email to iGTs not present and to speak to Gemserv about the possibility of collating the figures).	iGTS (JR)	Open
3.7	DA to provide a view of the potential iGT to Xoserve file format and the method of file transfer.	DA	Closed
3.8	All parties to consider potential funding arrangements for iGT054 and iGT054A	All parties	Closed
3.9	AP to produce a skeleton Development Group Report and present this at the next Development Group meeting.	AP	Open
<b>4.1</b>	<b>DG members were asked to feed final comments on the modification back to HC, TC and AP ahead of the next DG meeting.</b>	<b>All parties</b>	<b>New</b>
<b>4.2</b>	<b>AP to produce legal text for the group to consider.</b>	<b>AP</b>	<b>New</b>
<b>4.3</b>	<b>HC to clarify whether the retrospective report is to be a snapshot of a point in time, monthly snapshots since</b>	<b>HC</b>	<b>New</b>

	<b>October 2012, or a report showing the entire history (with EFDs) of each relevant supply point since October 2012.</b>		
<b>4.4</b>	<b>TC and HC to confirm whether their respective modifications' implementation aligns with the beginning of the Gas Year or otherwise.</b>	<b>TC &amp; HC</b>	<b>New</b>
<b>4.5</b>	<b>iGTs to meet offline to devise a mechanism for cost recovery for the services they are being proposed to provide under iGT054/054A.</b>	<b>iGTs</b>	<b>New</b>
<b>4.6</b>	<b>iGTs to produce draft shipper to iGT file format, including a proposed response file.</b>	<b>iGTs</b>	<b>New</b>

**DRAFT**