

iGT UNC Modification Workstream 15-03**Tuesday 7th April 2015 at 10.30am**

Gemserv, 8 Fenchurch Place, London EC3M 4AJ

Attendee	Initials	Organisation
Steve Ladle (Chair)	SL	Gemserv
Paul Rocke	PR	Gemserv
Katy Binch	KB	ESP
Laura Cahill	LC	SSE
Kirsty Dudley	KD	E.ON
Bryan Hale *	BH	EDF
Cher Harris *	CH	Indigo Pipelines
Gethyn Howard *	GH	Brookfield Utilities
Kay Mackey	KM	Brookfield Utilities
Andrew Margan	AM	British Gas
Kishan Nundloll	KN	ESP
Paul Orsler	PO	Xoserve
Trevor Peacock *	TP	Fulcrum
Adam Pearce	AP	ESP
Kristian Pilling	KP	SSE
Jenny Rawlinson	JR	Brookfield Utilities
Kirandeep Samra	KS	npower

Attended via teleconference.*1. Welcome and Apologies for Absence**

SL welcomed attendees to the meeting of the iGT UNC Modification Workstream.

No apologies for absence had been received.

2. Minutes and Actions Arising

The minutes of the iGT UNC Modification Workstream meeting held on 9th March 2015 were accepted as a true and accurate record of the meeting.

Please refer to the table at the end of the minutes for further actions arising and updates.

3. iGT072: Non-effective Days for Cutover to Single Service Provision

SL welcomed attendees to the fourth meeting of the Workgroup for iGT072. SL and GH had agreed to adopt a joint-Chairmanship approach for iGT072 Workgroup meetings.

Attendees agreed that the minutes from the previous iGT072 Workgroup held on 17th March 2015 were a true and accurate record of the meeting. An update was provided for the following actions:

Action: iGTs and Xoserve to develop a detailed report solution for in-flight CoS events and report back to the Shipper Workgroup by end of April 2015.

Carried forward. A solution would be drafted for consideration at the next iGT UNC Modification Workstream meeting on 5th May 2015.

Action iGT072/03-01: GH to seek clarification from the iGTs with respect to whether invoice processes for September would be affected by the non-effective days period.

iGTs had confirmed that they did not expect invoicing processes for September to be affected by the non-effective days period.

GH noted that a Workgroup Report had been drafted following the previous meeting; the Workgroup commenced a page turning exercise; a summary of comments follows:

- SL noted that a response had yet to be received to the letter sent to Ofgem with respect to granting shippers assurances that penalties would not be incurred for not meeting faster switching obligations during the non-effective window. The Workgroup Report would reference the letter's request for a response before the close of the Draft Modification Report consultation period;
- The Workgroup agreed that the Solution should include a link to the supporting report drafted by Andy Miller (Xoserve) to provide further information with respect to the development of the solution;
- The Workgroup agreed an amendment to the Solution to state that all Pipeline Operator responses to communications received on PNID-7 or PNID-8 must be responded to **by no later than PNID-6**, rather than **on PNID-6**.
- The Workgroup considered that Relevant Objective g) "Compliance with the Regulation and any relevant legally binding decisions of the European Commission and/or the Agency for the Co-operation of Energy Regulators" could be negatively impacted by iGT072. AP queried whether suppliers would still, even in the worst case scenario, be able to meet 21 day switching requirements as stated within European legislation. The Workgroup confirmed that the potential impact would be included in the Workgroup Report.

The Workgroup agreed that the respondents to the DMR should be asked to particularly consider any concerns with regard to the costs of implementing iGT072.

The Workgroup agreed that the legal text as drafted was appropriate and met the requirements of the solution. The new section within the iGT UNC would be Part N. GH would make the agreed changes to the Workgroup Report and send to the Code Administrator for publication, ahead of consideration at the Modification Panel on 15th April 2015. The Workgroup concurred that the recommendation should be to send iGT072 out for consultation as a DMR.

Action MWS15/03-01: Code Administrator to add the iGT072 Workgroup Report to the agenda of the Modification Panel meeting on 15th April 2015.

4. iGT074: Amendment of Password Protection Ancillary document

KD provided an overview of the Modification Proposal for iGT074. The Modification, raised by E.ON on 5th February 2015 sought to amend the Password Protection ancillary document within iGT UNC Section K in line with the introduction of Single Service Provision. SL noted that the Modification Panel had considered iGT074 on 18th February 2015 and accepted the recommendation of the Proposer that it should proceed to a Workgroup for further development.

The Workgroup agreed that the Terms of Reference as drafted were appropriate. The Workgroup fully comprehended and agreed with the rationale for the change. The Workgroup considered the solution of the change and unanimously concurred that the solution was appropriate to meet the expectations of the Modifications; however it was agreed that the legal text should also be mirrored in the Solution section for completeness. A further change to the main iGT UNC was identified by the Workgroup; the reference to “customers with special needs files” is to be removed from Part K 23.2 (a).

The Workgroup agreed with the Proposer that the Modification facilitated Relevant Objective f) “Promotion of efficiency in the implementation and administration of the Code”; the introduction of iGT039 will introduce a Single Service Provision which changes the communication method for most of the processes named in the Password Protection document thus making their reference in the document redundant. Therefore, removal of its reference will be prudent to ensure the appropriate processes are followed and referenced within the iGT UNC. The Workgroup considered that there were no foreseen costs of implementation, nor significant impacts on consumers or the environment.

The Workgroup agreed that the implementation of iGT074 must be aligned with the Project Nexus Go Live Date, from which point the relevant sections to be removed would become redundant.

The Workgroup agreed that the legal text was appropriate, subject to the aforementioned additional change to Part K 23.2 (a) within the main iGT UNC.

The Workgroup agreed that the Modification fully met the Self Governance criteria; implementation of the Modification would result in no significant impacts on consumers or competition. The Workgroup recommended that the Modification was suitable to proceed to consultation. The

Workgroup agreed that the Workgroup Report as drafted during the course of the meeting was appropriate and should be added to the agenda of the next Modification Panel meeting.

Action MWS15/03-02: Code Administrator to add the iGT074 Workgroup Report to the agenda of the Modification Panel meeting on 15th April 2015.

5. [iGT075: Identification of Supply Meter Point pressure tier](#)

SL provided an overview of the Modification Proposal for iGT075. The Modification, raised by E.ON on 6th February 2015 sought to improve communication of the Supply Meter Point Pressure Tier by the iGT to the Shipper by introducing an enduring requirement on iGTs to populate a field in central systems to identify the Pressure Tier associated to each MPRN on iGT networks. Furthermore, an interim solution was proposed, whereby iGTs would be required to publish an electronic list of those MPRNs not known to be of low pressure; the interim solution was proposed to be in place until the enduring solution was implemented into central systems.

AM queried how the solution of iGT075 differed from the similar Modification raised by E.ON in 2012 and subsequently rejected by the Authority ([iGT045 – Meter Point Supply Pressure](#)). JR considered that iGT045 had been drafted to amend the Portfolio Extract to include the Pressure Tier, whereas the solution for iGT075 would be expected to be implemented into central systems after the Project Nexus Go Live Date. iGTs considered that the initial population of the data would be a significant exercise and queried the benefit of the exercise given an unknown quantity of affected meters on iGT networks. In the absence of the Proposer, the Workgroup considered that the volumes provided under the Rationale for Change were most likely relating to meters across the entire network rather than restricted to iGT-only sites; KD agreed to clarify the scope of the rationale with Colette Baldwin (E.ON). In order to further understand the scope of the issue, iGTs agreed to provide the Code Administrator with an estimate of the proportion of medium pressure meters on the iGT network.

Action MWS15/03-03: KD to speak with Colette Baldwin as Proposer of iGT075 to clarify whether numbers provided in the Rationale for Change were related to all GT sites or restricted to sites on the iGT networks.

Action MWS15/03-04: iGTs to provide the Code Administrator with an estimate on the proportion of medium pressure meters on iGT networks, before 24th April 2015.

Action MWS15/03-05: KD to investigate the proportion of aborted visits for iGT sites only, to assist with the cost-benefit analysis for iGT075.

The Group noted that following the initial Workgroup for the equivalent UNC0526, Colette Baldwin had agreed to meet with David Addison (Xoserve) and MAM representatives for a further update on the development of the enduring solution. The Group was keen to understand what progress had been made before they progressed with further development within the iGT UNC.

Action MWS15/03-06: PO to seek an update from David Addison (Xoserve) with regard to discussions with Colette Baldwin subsequent to the first meeting of the Workgroup for UNC0526.

BH considered whether there was an opportunity to improve the process for sending and receiving GT1 requests in the interim, prior to implementation of the Modification. AP considered that iGTs could provide some feedback as to how the process may be optimised.

Action MWS15/03-07: iGTs to consider potential opportunities for optimising the GT1 process prior to potential implementation of the solution for iGT075 and provide feedback ahead of the next Modification Workstream meeting.

SL summarised that the enduring solution would be common for both GTs and iGTs; the feasibility of the interim solution would be based on the materiality of the volume of affected iGT sites and the resultant cost-benefit case. SL considered that there was still analysis to complete before the Modification could progress, and encouraged parties to respond with feedback on the actions raised as soon as possible.

6. IND001: Changes to the Indigo Pipelines INC as a result of SSP implementation

SL provided an overview of the Modification Proposal for IND001. The Individual Network Code Modification, raised by Indigo Pipelines on 4th February 2015 sought to amend the Indigo INC to facilitate the implementation of Single Service Provision. SL noted that the Modification Panel had considered IND001 on 18th February 2015 and determined that it should proceed to a Workgroup for further development.

The Workgroup agreed that the Terms of Reference as drafted were appropriate. The Workgroup fully comprehended and agreed with the rationale for the change. The Workgroup considered the solution of the change and unanimously concurred that the solution was appropriate to meet the expectations of the Modifications

The Workgroup agreed with the Proposer that the Modification facilitated Relevant Objectives a), b), d) but primarily f) "Promotion of efficiency in the implementation and administration of the Code". The Workgroup considered that there were no likely costs of implementation, nor did the Workgroup foresee any significant impacts on consumers or the environment.

The Workgroup agreed that the implementation of IND001 must be aligned with the Project Nexus Go Live Date. The Workgroup agreed that the legal text was appropriate.

The Workgroup agreed that the Modification fully met the Self Governance criteria; implementation of the Modification would result in no significant impacts on consumers or competition. The Workgroup recommended that the Modification was suitable to proceed to consultation. The Workgroup agreed that the Workgroup Report as drafted during the course of the meeting was appropriate and should be added to the agenda of the next Modification Panel meeting.

Action MWS15/03-08: Code Administrator to add the IND001 Workgroup Report to the agenda of the Modification Panel meeting on 15th April 2015.

7. iGT Data Cleansing

PO provided an update on the activities being undertaken to prepare iGT data in advance of the transition to Project Nexus arrangements, noting that Xoserve had recently provided Shippers with a second cut of the iGT portfolio data held in the interim database. PO noted that the current focus of activity was centred on CSEP related data due to the dependency on accurate CSEP IDs to enable iGTs to create meter points in UK Link.

PO further noted that Xoserve would be looking to present data and key issues to the iGT UNC Modification Workstream as activity in the Data Cleansing Workgroup progressed over the next months.

8. RGMA Compliance

AP presented a number of slides updating the Workgroup on the progress and development of a document being drafted by the iGTs to explain the consistent approach that iGTs intended to take to managing, sending and receiving RGMA data flows once obligations came into force for iGTs on 1st October 2015. AP noted that iGTs would be producing an informal guidance document by 29th May 2015, in time for a period of bilateral testing with Shippers between June and September 2015.

AP noted that the guidance document was intending to set out any potential differences in the processes that support meter asset works, change of supplier, appointment of MAM, emergency replacements, found meters, update of meter information etc. The iGTs had looked to engage with the wider industry, including regulators, and welcomed any discussions from Shippers before the publication of the initial draft on 1st May 2015. The Workgroup considered that there would be value in presenting the proposals to the SPAA workgroup meeting in May 2015.

The Workgroup considered a draft Modification Proposal tabled by SSE Energy Supply seeking to support the implementation of RGMA for iGT UNC Parties. KP noted that the Modification Proposal had been drafted prior to sight of the iGTs' guidance document proposal; KP agreed that it would be prudent to hold off from raising the Modification Proposal until the guidance document had been drafted, and instead agreed to liaise with ESP directly to raise any particular points for inclusion.

9. PSR/iGT New Connections

KS presented a draft Modification Proposal and appended draft Ancillary Document seeking to clarify and consolidate the iGT New Connections process, incorporating elements of the Project Summary Report (PSR) project that had been initiated during the development activity for iGT039. KS noted that the draft Ancillary Document had been circulated, on behalf of npower, to all Parties for comments in advance of the meeting; several comments had been received and were to be

incorporated into the drafting. KS noted the intention to raise the Modification Proposal for consideration at the iGT UNC Modification Panel on 15th April 2015 with a recommendation for further development by Workgroup.

KP noted that he had also circulated a related draft Modification Proposal on behalf of SSE Energy Supply; however KP agreed that the SSE Energy Supply Modification Proposal would not be raised at this time and would instead feed in to the development discussions, presuming the Modification Panel agreed with the Proposer's recommendation to send the npower to a Workgroup.

Action MWS15/03-09: Code Administrator to add the npower New Connections Modification Proposal to the iGT UNC Modification Panel agenda.

10. Any Other Business

There was no further business.

11. Next Meeting Date

The next meeting of the iGT UNC Modification Workstream would be held on 5th May 2015.

iGT Shipper Standing Workgroup Action Table

Action Ref	Meeting Date	Action	Owner	Status Update
WG15/01-03	26 th January 2015	KN to draft a paper explaining iGT intentions and proposals for testing arrangements in advance of RGMA compliance, and share with Suppliers for input in advance of the iGT Shipper Standing Work Group meeting on 9 th March 2015.	KN	Closed. On agenda.
WG15/01-04	26 th January 2015	BH to draft a summary paper of the issue with respect to Confirmation Cancellations on iGT sites and circulate via the Code Administrator.	BH	Closed. Not progressed.
MWS15/02-01	9 th March 2015	Code Administrator to add the iGT070 Workgroup Report to the agenda of the Modification Panel meeting on 18 th March 2015.	Gemserv	Closed. Complete.
MWS15/02-02	9 th March 2015	Code Administrator to add the iGT071 Workgroup Report to the agenda of the Modification Panel meeting on 18 th	Gemserv	Closed. Complete.

		March 2015.		
MWS15/02-03	9 th March 2015	Code Administrator to add the IND002 Workgroup Report to the agenda of the Modification Panel meeting on 18th March 2015.	Gemserv	Closed. Complete.
MWS15/02-04	9 th March 2015	Code Administrator to add the iGT076 Workgroup Report to the agenda of the Modification Panel meeting on 18th March 2015.	Gemserv	Closed. Complete.
MWS15/02-05	9 th March 2015	Code Administrator to add the iGT077 Workgroup Report to the agenda of the Modification Panel meeting on 18th March 2015.	Gemserv	Closed. Complete.
MWS15/02-06	9 th March 2015	iGTs to provide an indication on the feasibility of providing a one-off report to each Shipper on the number and type of outstanding queries in the run up to the cut-over to Single Service Provision, and to propose their view on what will happen with unresolved queries following the cut-off date.	iGTs	Closed. Responses received from all iGTs; most iGTs confirmed that this is feasible.
MWS15/02-07	9 th March 2015	Code Administrator to add the iGT073 Workgroup Report to the agenda of the Modification Panel meeting on 18th March 2015.	Gemserv	Closed. Complete.
MWS15/02-08	9 th March 2015	Code Administrator to add the Workgroup Reports for GPL048, IPL041 and QPL041 to the agenda of the Modification Panel meeting on 18th March 2015.	Gemserv	Closed. Complete.
MWS15/02-09	9th March 2015	Code Administrator to amend the MPRN Ranges Allocation Process document, increasing the period between notification and allocation of new ranges to thirty business days, and raise for agreement at an	Gemserv	Carried forward.

		upcoming Modification Panel meeting.		
MWS15/02-10	9 th March 2015	Shippers to provide to iGTs, via the Code Administrator, a report on the internal activities being undertaken to ensure the effective roll-out of new Single Service Provision processes to operational staff.	Shippers	Closed. New action: MWS15/03-10 SL to attend the Cornwall Small Suppliers meeting to outline upcoming changes introduced by iGT039, including non-effective window impacts on iGT072.
MWS15/03-01	7 th April 2015	Code Administrator to add the iGT072 Workgroup Report to the agenda of the Modification Panel meeting on 15th April 2015.	Gemserv	
MWS15/03-02	7 th April 2015	Code Administrator to add the iGT074 Workgroup Report to the agenda of the Modification Panel meeting on 15th April 2015.	Gemserv	
MWS15/03-03	7 th April 2015	KD to speak with Colette Baldwin as Proposer of iGT075 to clarify whether numbers provided in the Rationale for Change were related to all GT sites or restricted to sites on the iGT networks.	KD	
MWS15/03-04	7 th April 2015	iGTs to provide the Code Administrator with an estimate on the proportion of medium pressure meters on iGT networks, before 24th April 2015.	iGTs	
MWS15/03-05	7 th April 2015	KD to investigate the proportion of aborted visits for iGT sites only, to assist with the cost-benefit analysis for iGT075.	KD	

MWS15/03-06	7 th April 2015	PO to seek an update from David Addison (Xoserve) with regard to discussions with Colette Baldwin subsequent to the first meeting of the Workgroup for UNC0526.	PO	
MWS15/03-07	7 th April 2015	iGTs to consider potential opportunities for optimising the GT1 process prior to potential implementation of the solution for iGT075 and provide feedback ahead of the next Modification Workstream meeting.	iGTs	
MWS15/03-08	7 th April 2015	Code Administrator to add the IND001 Workgroup Report to the agenda of the Modification Panel meeting on 15th April 2015.	Gemserv	
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