

**iGT UNC Modification Workstream 15-05****Tuesday 2<sup>nd</sup> June 2015 at 10.30am**

Gemserv, 8 Fenchurch Place, London EC3M 4AJ

Attendee	Initials	Organisation
Steve Ladle (Chair)	SL	Gemserv
Laura Cahill	LC	SSE
Kirsty Dudley	KD	E.ON
Bryan Hale *	BH	EDF
Maria Hesketh *	MH	Scottish Power
Mark Jones*	MJ	SSE
Kay Mackey	KM	Brookfield Utilities
Andrew Margan	AM	British Gas
Kishan Nundloll	KN	ESP
Paul Orsler*	PO	Xoserve
Trevor Peacock *	TP	Fulcrum
Jenny Rawlinson	JR	Brookfield Utilities
Kirandeep Samra	KS	npower
Fiona Siwoniku	FS	Gemserv

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

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

Apologies for absence had been received from Naomi Nathanael (Plus Shipping).

**2. Minutes and Actions Arising**

The minutes of the iGT UNC Modification Workstream meeting held on 5<sup>th</sup> May 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. [iGT071 - Updating the iGT AQ Review Procedures Ancillary Document](#)**

SL welcomed attendees to the second Workgroup meeting to develop iGT071. SL recapped that the modification had been raised on 9<sup>th</sup> January 2015 after which it was recognised that the AQ review process for Gas Year 2014/15 would be undertaken by the IGTs using the existing process including the review of the CSEP NExA Table. The question was raised as to how the modification would be progressed. JR highlighted that until the Project Nexus Go Live Date was confirmed, it would be a challenge to decipher how the implementation of the modification was to be managed.

The Group discussed the need for clarification around the processes outlined in the 'iGT AQ Review Procedures Document', that would remain and be performed under the UNC rules. PO advised that he would take this issue back to the Project Nexus team to gain clarification in time for the next meeting.

**Action MWS15/05-02: PO to liaise with the Project Nexus team to gain clarification of the Go Live implementation date and report back at the next Modification Workstream.**

PO agreed also to provide the iGTs with an update around when and in what form they would receive the AQ data from Xoserve under SSP. The Group agreed that the modification should be placed on hold until there was more clarity around the Go Live date for Project Nexus.

**Action MWS15/04-03: PO to provide the iGTs with an update around when and in what format they would receive the AQ data from Xoserve under SSP.**

**4. [iGT075 - Identification of Supply Meter Point pressure tier](#)**

SL provided an overview of the Modification Proposal for iGT075. The Modification, raised by Eon on 5<sup>th</sup> February 2015, sought to improve communication of the relevant Supply Meter Point Pressure Tier for a Supply Meter Point by the iGT to the Shipper/Supplier/MAM. SL noted that an equivalent modification to the UNC was also being discussed. The modification had been briefly discussed at the iGT UNC workstream meeting on the 5<sup>th</sup> May 2015 following which an information request had been issued to attempt to quantify the scale of the issue for iGT networks. KD reported that UNC discussions were currently taking place between GTs around potential ways in which the data identifying pressure levels would be provided to Shippers. The Group noted that the transfer of low level detail could prove to be more difficult than high level information provided. It was also recognised that the solution being discussed by the GTs may not be able to be replicated by the iGTs. If this were to be the case then the assumption that the enduring solution which was envisaged to be the same for both GT and iGT supply points may no longer be correct.

KD advised that Collette Baldwin was currently liaising with the Association for Meter Operators in an effort to discover potential ways in which more detailed pressure tier data could be displayed. The workgroup agreed that this modification be put on hold pending the availability of further information.

**5. [iGT078: Ancillary Document for the New Connections process](#)**

SL provided an overview of the Modification Proposal for iGT078. The modification, raised by npower on 8<sup>th</sup> April 2015, sought to create a new Ancillary Document to clarify and formalise the process for new connections of domestic premises on iGT sites, incorporating elements of the Project Summary Report (PSR) work that had fallen out of the development of iGT039 (Use of a single gas transporter agency). SL noted that the Modification Panel had considered iGT078 on 15<sup>th</sup> April 2015 and determined that it should proceed to a Workgroup for further development.

SL reported that at the last Modification Workstream, KS had noted that the proposed Ancillary Document had been revised to reflect earlier comments and had been sent out again for industry review. Parties had been requested to provide all comments on the Ancillary Document (v0.4) and associated templates.

The Group noted that their comments had been received, collated and were available to view on the [iGT UNC website](#).

JR drew the Group's attention to section 2.3 Annual PSR Reviews of the Ancillary document, and queried whether it was necessary for iGTs to review the PSR for any revisions and issue a revised PSR if the date (since the last revision) was greater than 12 months. She requested that further information be provided around the criteria for the annual reviews. The Group discussed the implications of a PSR annual review and the different ways in which this could be undertaken. They considered the options for conducting reviews on an automated or manual basis and how this would coincide with the periodic audits that were already in place within their processes.

The Group noted that there was a need for clarity with reference to PSR1 - iGT Pipe and Meter in which the assumption was that if "No" is indicated, then it indicates that the meters would have to be organised by another party. JR highlighted that it wasn't a practical procedure for an iGT to go and fit the pipe and then for the meter fit to be organised by another party as the developer would prefer for this to be treated as one job.

It was agreed that the meter type within the file format should be indicated within the PSR Template. KS noted that a 'Meter Mechanism' code field would be added. She advised also that the PSR Issue Reason/Codes would be provided at a later date. The Group agreed that the PSR3 reference was no longer required and could therefore be removed from the New Connections Process template.

AM referred to the Relevant Objectives for the modification. He suggested that the modification greater promoted efficiency in the implementation and administration of the Code (F) and that this was probably more significant than Relevant Objective (D) - Securing of effective competition.

KS advised the Group that all comments submitted had been noted. These would be applied as tracked changes to the Ancillary Document and a revised version would be submitted to the code administrator by 8<sup>th</sup> June 2015. The industry would then have until 15<sup>th</sup> June to submit any further comments with the intention to conduct a final review at the next Modification Workstream meeting to take place on 30<sup>th</sup> June.

The workgroup also considered The Implementation date for the Ancillary Document and agreed that it could be implemented independently of the Project Nexus implementation.

**Action MWS15/05-04:** KS to update iGT078 to reflect the feedback submitted for consideration at June 30<sup>th</sup> Modification Workstream meeting

**Action MWS15/05-05:** Industry to review iGT078 and submit any further comments back by the 15th June.

There was also some discussion around the need or otherwise for a similar Ancillary Document to cover a PSR process for non-domestic sites (see AOB below).

#### **6. Open Letter: Project Nexus Implementation**

SL welcomed the Group to consider the Open Letter published by Ofgem on 18<sup>th</sup> May 2015. The letter stated that PwC's analysis had highlighted that 1<sup>st</sup> October 2015 was unlikely to be a viable implementation date for Project Nexus, but also recommended that parties continue to target the 1<sup>st</sup> October 2015, or earlier, to complete their own systems, with rigorous market testing to be completed after that date. PO advised that Xoserve would be attending the Project Nexus Workgroup on 8<sup>th</sup> June and welcomed the Group to volunteer any points for consideration.

#### **7. Open Letter: Disaggregation of Multi-Meter Supply Points**

SL welcomed the Group to consider the second Open Letter published by Ofgem on 18<sup>th</sup> May 2015. SL highlighted that this letter outlined Ofgem's view on the transition period for the disaggregation of multi-meter supply points, in which they state that iGTs should intervene to ensure that any sites which have not been disaggregated by 1<sup>st</sup> July 2015 are reconfirmed as individual meter points by 1<sup>st</sup> October 2015. The Group agreed that iGTs would take an action to confirm that all relevant sites will have been disaggregated by the 1<sup>st</sup> July 2015.

**Action MWS15/05-06:** iGTs to confirm that all relevant sites have been disaggregated by 1<sup>st</sup> July 2015.

#### **8. Mandating Use of Xoserve Portfolio Data for Shipper Transportation Invoicing.**

MJ highlighted that under Single Service Provision, the iGT MPRN is used as the reference for both iGT and GT commercial arrangements. He added that it is a mandatory rule that iGTs send any relevant MPRNs to Xoserve which then gets passed to the Shipper. SSE are currently drafting a modification which would seek to ensure that any data item contained in the transportation invoice issued to a Shipper by an iGT must also be identifiable as registered to that Shipper in the portfolio data held by Xoserve. If the data item was not recognised in the Xoserve information then this would be grounds for the Shipper to withhold payment of the related transportation charges until the issue had been resolved. The purpose of the modification would be to ensure that all parties were fully focussed on ensuring that all relevant data pertaining to iGT Supply Points was properly reflected in the Xoserve systems. MJ welcomed the Groups views. JR highlighted that the approach to be taken was dependant on the specific data items in which iGTs would be mandated to use. The Group agreed that it would be beneficial to first review the draft modification before considerations were made. MJ advised that he would submit the modification to the code

administrator by the 10<sup>th</sup> June 2015 for consideration at the next Modification Panel meeting on 17<sup>th</sup> June.

#### **9. iGT Data Cleansing Update**

PO reported that the Xoserve Data Cleansing Workgroup had taken place on 21<sup>st</sup> May 2015. He noted that a number of existing settlement topics had been discussed in addition to updates on Logical Meter Numbers (LMN) given, which he advised has continued to improve. PO noted that as at 30<sup>th</sup> April, there was a total of 3,408 (33.22%) LMNs without reconciliation activities which is a continuing significant reduction in previous numbers. The remaining 66.78% LMNs he advised have had some reconciliation activities within the last 12 months. Within the iGT breakdown of LMNs he noted that there were 4787 LMNs of which reconciliation has been undertaken on 2902 and 1885 still await reconciliation.

The Group noted the following future considerations for the Workgroup:

- Continue receiving CSEP and Meter Point update files from iGTs within the defined timescales.
- A number of CSEP level and meter point level records have rejected prior to loading into the Preparation Database.
- A revised data extract will be taken from the iGT Data Preparation Database for load into the Market Trials Environment, due to implementation timescale changes.
- Plan to include all Non-UK Link (iGTs, Unique Sites and other offline systems) into DM Test Cycle 2.

#### **10. RGMA Compliance Update**

JR reported that at the last Modification Workstream, Adam Pearce had presented the Group with the RGMA Compliance document being developed by the iGTs to which Shippers/Suppliers had been requested to review and submit feedback to KN by 19<sup>th</sup> May 2015. JR thanked the Group for their comments noting that detailed comments had been received from three Shippers. These had been collated, applied to the document and re-published. She requested that the industry carry out a final review of the document by 19<sup>th</sup> June in time for consideration at the next Modification Workstream. There was some discussion on whether there should be formal governance arrangements for the document but no consensus was forthcoming on this issue. JR noted that that it was possible that, whilst the document was intended to formally come into force in line with the implementation date for Project Nexus, it could be used by individual iGTs prior to that date. It was also re-emphasised that whilst the intent of the document was to agree a minimum standard to be operated by all iGTs the document would not prevent differing standards being agreed between parties on an individual iGT to Shipper basis. She requested that final comments be submitted to KN. SL noted that the document would be re-circulated after the close of the meeting.

**Action MWS15/05-07:** Shippers to return all feedback on the iGT RGMA Compliance document to Kish Nundloll (ESP) no later than 19th June 2015.

#### 11. UPRN Considerations Update

There was discussion on the current status of the proposals in both the UNC and the iGT UNC to introduce the UPRN as an additional data item as part of the address information for a Supply Point. From this it was clear that there is no industry wide agreement as yet on how this should develop. Conflicting information still appears to be circulating about the cost of the licences for access to the UPRN, what such licences may allow in terms of information shared between transporters and shippers and whether all parties would require such licences in order to maintain the information. Additionally there is no consensus view on whether the issue should be progressed as part of the joint gas and electricity initiative to further improve data quality in relation to the customer transfer process or whether the sectors should progress their own solutions individually. Npower mentioned that they were considering raising an alternative modification to the ones currently being progressed in the UNC and the iGT UNC which would focus more formally on the licensing issue.

#### 12. Non-Effective Days Supporting Activities (In-Flight Events)

PO reported that in line with discussions on potential alternative implementation dates for Single Service Provision (and Nexus), the specific dates that may consequently be required to support the migration of the iGT data across to Xoserve (the non-effective days set out in iGT072 (Non-Effective Days for cut-over to Single Service Provision)) were also being re-looked at. He advised that Gethyn Howard would be presenting the Group with the output from this review at the next Modification Workstream.

**Action MWS15/05-08:** Gethyn Howard to present the Group with the output from an Xoserve review of the non-effective days required for the cut over to SSP at the next Modification Workstream on 30<sup>th</sup> June 2015.

#### 13. Cross-Code Co-ordination

SL presented to the Group with the CACoP Principle 13. He noted that Elexon had issued the Principal for open consultation and welcomed the Group to direct any comments to either Elexon or the code administrator. He noted that the Principle would be sent to Ofgem for formal approval.

#### 14. Any Other Business

AM noted that British Gas was currently drafting a Modification Proposal to introduce a Non-domestic New Connections Framework Ancillary Document (iGT079) which would seek to improve governance and introduce a framework for the commercial/non-domestic new connection process. He advised that the modification should be ready to be considered at the July iGT Modification Workstream.

JR reported that a number of Brookfield Utilities' meter fit reports were being rejected. She requested that Shippers consult their criteria around acceptable reports and confirm this with her.

## 15. Next Meeting Date

The next meeting of the iGT UNC Modification Workstream would be held on 30<sup>th</sup> June 2015.

***iGT UNC Modification Workstream Action Table***

Action Ref	Meeting Date	Action	Owner	Status Update
MWS15/02-09	9 <sup>th</sup> 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 upcoming Modification Panel meeting.	Gemserv	Closed.
MWS15/03-05	7 <sup>th</sup> April 2015	<b>KD to investigate the proportion of aborted visits for iGT sites only, to assist with the cost-benefit analysis for iGT075.</b>	KD	Carried forward.
MWS15/03-06	7 <sup>th</sup> 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	Closed.
MWS15/03-10	7 <sup>th</sup> April 2015	SL to attend the Cornwall Small Suppliers meeting to outline upcoming changes introduced by iGT039, including non-effective window impacts on iGT072.	Gemserv	Closed.
MWS15/04-01	5 <sup>th</sup> May 2015	PR to circulate a consultation document requesting feedback from parties on the costs and benefits of implementing an interim solution for iGTs to provide a list of non-low pressure meter points tiers to Shippers with the responses being presented to	Gemserv	Closed.

		June's Modification Workstream.		
MWS15/04-02	5 <sup>th</sup> May 2015	iGTs to consider practicalities of continuing to send the Meter Fit Report to Shippers for an interim period following the implementation of Single Service Provision.	iGTs	Closed.
MWS15/04-03	5 <sup>th</sup> May 2015	<b>EDF and npower to raise the issue of inclusion of plot information within the ONJOB dataflow at the next SPAA EG meeting and provide feedback to the Workgroup via the Code Administrator.</b>	<b>EDF / npower</b>	<b>Carried Forward. BH to liaise with AM, PO and Adam Miles to discuss this further and return an update to the Group.</b>
MWS15/04-04	5 <sup>th</sup> May 2015	All parties to provide comments on the iGT078 proposed Ancillary Document and associated templates to npower via the Code Administrator in advance of the Workgroup meeting on 2nd June 2015.	All	Complete. See agenda item 5.
MWS15/04-05	5 <sup>th</sup> May 2015	Shippers to return all feedback on the iGT RGMA Compliance document to Kish Nundloll (ESP) no later than 19th May 2015.	Shippers	Complete. See agenda item 5.
MWS15/04-06	5 <sup>th</sup> May 2015	<b>PO to send updated plan and reporting profile for transition to Single Service Provision to all parties via the Code Administrator by 8th May 2015.</b>	<b>PO</b>	<b>Carried forward. See Agenda Item 12 above</b>
MWS15/04-07	5 <sup>th</sup> May 2015	iGTs to advise Shippers via the Code Administrator whether it is feasible for iGTs to provide update status information on all in-flight queries, and appropriate timescales for the provision of information, ahead of the next Modification Workstream.	iGTs	Closed.
MWS15/04-08	5 <sup>th</sup> May 2015	<b>KB to liaise with Shippers to define</b>	<b>KB /</b>	<b>Carried forward.</b>

		the parameters of a report to include update information on all in-flight queries, and provide feedback at an upcoming Modification Workstream.	Shippers	
MWS15/05-01	2 <sup>nd</sup> June 2015	iGTs to consider other alternatives to sending the Meter Fit Report to Shippers for an interim period following the implementation of Single Service Provision.	iGTs	
MWS15/05-02	2 <sup>nd</sup> June 2015	Liaise with the Project Nexus team to gain clarification the Go Live implementation date and report back at the next Modification Workstream.	Xoserve	
MWS15/05-03	2 <sup>nd</sup> June 2015	Provide the iGTs with an update around when and in what form they would receive the AQ data from Xoserve under SSP.	Xoserve	
MWS15/05-04:	2 <sup>nd</sup> June 2015	KS to update iGT078 to reflect the feedback submitted for consideration at the June 30 <sup>th</sup> Workstream meeting	npower	
MWS15/05-05:	2 <sup>nd</sup> June 2015	Industry to review iGT078 and submit any further comments back by the 15th June.	All	
MWS15/05-06:	2 <sup>nd</sup> June 2015	iGTs to confirm that all relevant sites have been disaggregated by 1 July 2015.	All	
MWS15/05-07:	2 <sup>nd</sup> June 2015	Shippers to return all feedback on the iGT RGMA Compliance document to Kish Nundloll (ESP) no later than 19th June 2015.	All	
MWS15/05-08:	2 <sup>nd</sup> June 2015	Gethyn Howard to present the Group with the output from an	Brookfield Utilities	

		<b>Xoserve review of the non-effective days required for the cut over to SSP at the next Modification Workstream on 30<sup>th</sup> June.</b>		
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