

iGT UNC Modification Workstream 15-07**Tuesday 4th August 2015 at 10.30am**

Gemserv, 8 Fenchurch Place, London EC3M 4AJ

Attendee	Initials	Organisation
Steve Ladle (Chair)	SL	Gemserv
Katy Binch	KB	ESP
Laura Cahill *	LC	SSE
Kirsty Dudley	KD	E.ON
Bryan Hale *	BH	EDF
Maria Hesketh *	MH	Scottish Power
Anne Jackson	AJ	SSE
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
Paul Rocke	PR	Gemserv

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. Confirmation of Agenda

The Chair invited any further items for discussion not on the agenda.

JR requested that any Standards of Service queries raised by Shippers to Brookfield Utilities as a result of a review of Xoserve SSP portfolio data should be flagged accordingly, to enable Brookfield to work the queries as a priority.

PO queried whether a link to Xoserve Market Trials information might be added to the iGT UNC Website; the Code Administrator agreed to facilitate this socialisation of information.

3. Minutes and Actions Arising

The minutes of the iGT UNC Modification Workstream meeting held on 30th June 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.

4. **iGT071 - Updating the iGT AQ Review Procedures Ancillary Document**

Further development of the Modification was deferred pending the confirmation of the implementation date for Project Nexus. PO noted that, were the proposed date of 1st October 2016 accepted, the AQ Review process for 2016 would be as per the existing process, with changes to be implemented from 2017.

5. **iGT078: Ancillary Document for the New Connections process**

SL welcomed attendees to the fourth Workgroup to consider iGT078. SL recapped the intention of the Modification, to create a new Ancillary Document to formalise the domestic new connection process for iGT sites.

KS, as Proposer of the Modification, had collated comments on the previous version of the Ancillary Document and PSR Template, and circulated updated versions of both documents for further consideration. Some workgroup attendees had yet to thoroughly review the amended documents, and requested further time to understand the impacts.

With respect to the PSR Template, KD considered that further controls were required around certain flow information (e.g. field lengths for certain data items needed tweaking). PO highlighted risks around utilising Market Domain Data to populate the Supplier ID field, as there were existing inconsistencies between MDD and UK Link data that may result in the files not reaching the elected Shipper and/or being rejected by xoserve. The Workgroup considered that a solution would be to populate with UK Link data; however, some parties considered this would lead to system implications as internal databases would verify using the MDD dataset. There was further discussion around flows within the PSR1 and PSR2 files, including where flows should be optional or mandatory.

There was significant discussion with regard to the “meter type” data item, including whether the term was an existing recognised industry term that may be interpreted differently. The Workgroup concluded that the data item should remain, with a limited choice of entry: Smart Meter, Credit Meter, Prepayment Meter, and Unknown. There was also discussion as to whether this field should be on the Header record level or at the lower Meter Point reference number level.

The Workgroup concurred that the format of the files should be .csv.

With respect to the Ancillary Document, the Workgroup considered the revised version and noted a general positive position. The Workgroup concurred that a process for an annual review was no longer relevant given the increased level of data within the PSR1 and PSR2.

KS agreed to take the comments from the Workgroup away and develop one further version of the Ancillary Document and PSR Template. Any final comments should be submitted to KS no later than 18th August 2015. KS would also produce a revised version of the Modification Proposal, with

greater emphasis on the facilitation of Relevant Objective (F) - Promotion of efficiency in the implementation and administration of the Code. There was a divided position on whether the Modification met the criteria for self-governance; AJ considered that the Modification may be considered to materially affect gas consumers, if developers were considered to fall into that category.

The Workgroup considered that at least six months would be required for implementation of the Modification, due to the impacts on systems. The Workgroup restated its position that implementation was not tied to the implementation of Project Nexus changes.

The Workgroup considered that at least one further meeting was required to finalise development of iGT078.

Action MWS15/07-01: npower (Kiran Samra) to update the iGT078 Ancillary Document and PSR Template to incorporate comments from the latest workgroup meeting, circulate to parties with final comments to be submitted to npower no later than 18th August 2015.

6. [iGT079: Adding Non-Domestic New Connections Framework Ancillary Document](#)

SL welcomed attendees to the second Workgroup to consider iGT079. SL recapped the intention of the Modification, to create a new Ancillary Document to formalise the non-domestic new connection process for iGT sites.

AM, as Proposer of the Modification, presented the drafted Ancillary Document, inviting comments from the Workgroup. AM noted that comments received in advance of the meeting had not yet been incorporated into the Ancillary Document.

TP reiterated concerns that for non-domestic new connections, the developer would often be unaware of the Shipper/Supplier, and would not look to sign contracts; this was particularly pertinent where developers did not know who the building occupier would be, and therefore where there was no intention to fit a gas meter from the outset. The Workgroup concurred that the proposed process would work for supplier-led new connections, but would be ineffective where the developer contacted the iGT directly without an intention to install a meter. AM agreed to take this into account; however, AM understood that the developer should still be incentivised to engage with a Shipper/Supplier during the planning phase.

Ahead of the next Workgroup meeting, AM agreed to accept further comments from parties, and revise the Modification and draft Ancillary Document accordingly.

Action MWS15/07-02: Parties to send any further comments on iGT079 to British Gas (Andrew Margan) before 18th August 2015, with British Gas to publish a revised Modification Proposal and Ancillary Document ahead of the next Modification Workstream meeting.

7. iGT080: Mandating iGT use of Xoserve Portfolio Data for Shipper Transportation Billing

The Workgroup agreed to defer further development pending discussions between Xoserve and the Proposer to define more detailed business rules.

8. UNC 0548 – Project Nexus – Deferral of Implementation Date

SL noted that UNC 0548 had been raised as an Urgent change to the UNC to amend the Project Nexus Implementation Date to 1st October 2016. SL asked the Workgroup to consider where the proposed change to the PNID may impact upon existing changes within the iGT UNC. SL noted that one consideration would include the impact on iGT072 - Non-effective Days for Cutover to Single Service Provision, which was currently provisioned to be implemented in the approach to 1st October 2015. SL considered that once the Ofgem determination was received for UNC 0548 (expected 13th August 2015), a Fast Track iGT UNC change may be required to amend the referenced date within the iGT UNC accordingly.

9. iGT Data Cleansing Update

No update was provided at the meeting. Slides from the most recent workgroup had been circulated in advance of the meeting.

10. RGMA Compliance Update

JR noted that the baseline version of the iGT RGMA compliance document had been circulated to all parties on 21st July 2015, following several requests for feedback. JR noted that no further amendments to the document were anticipated, and encouraged Shippers to commence bilateral discussions with iGTs if necessary.

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

PO presented two options for the amended non-effective days window, with the presumption that the proposals to amend the Project Nexus Implementation Date to 1st October 2016 were accepted. As 1st October 2016 falls on a Saturday, remaining with a six day window would require iGTs to treat the preceding Saturday (24th September) as a full working day. PO reflected that discussions within the UNC clarified that GTs did not consider this to be feasible. Alternatively, the non-effective days window could be extended to seven days, with the preceding Saturday also considered a non-effective day. The UNC had previously considered that both iGT UNC and UNC solutions should be aligned.

Amending the iGT UNC solution might be considered more difficult, as the change had already been accepted by the Authority, and would require a further change to amend it, whereas the parallel UNC solution remained in development. Some attendees considered that the change to the agreed solution within the iGT UNC might not be viewed as essential and therefore may risk being rejected.

KD sought clarification on what activities Xoserve systems would be carrying out on Saturday 1st October and Sunday 2nd October 2016, given that volume of traffic on weekends was generally minimal, and that Xoserve timestamped but did not process files received on these days. KD considered that given this, the period appeared to become essentially nine non-effective days. PO agreed to clarify whether Xoserve would be actively processing files on the first two days following PNID.

The Workgroup also noted Ofgem's Authority Decision letter for iGT072, which included the following query:

"Given the relatively small number of IGT transfers each day and that a low percentage of those would be subject to a customer requested cancellation, we would welcome confirmation that these could instead be directed to Xoserve and be filtered out – if necessary manually – before registrations are completed on the new systems."

The Workgroup considered that it should seek to respond to Ofgem on the above point, and PO agreed to take back for consideration by Xoserve.

Action MWS15/07-03: Xoserve (Paul Orsler) to confirm whether they would be actively processing files received on Saturday 1st October 2016 and Sunday 2nd October 2016 (presuming new PNID is agreed as 1st October 2016).

Action MWS15/07-04: Xoserve (Paul Orsler) to confirm whether customer requested cancellations received during the non-effective window could be "filtered out by Xoserve before registrations are completed on the new systems", and the associated costs, in line with the comments within the Authority Decision letter for iGT072.

12. Address Data Working Group Meeting

KB provided an update following the most recent meeting of the Address Data Working Group meeting, noting a view from many workgroup attendees that the cost of populating the UPRN was unlikely to justify the benefits. Minutes from the most recent meeting are available on the iGT UNC Website.

13. Continuation of Meter Fit Information

AM presented a paper summarising an issue whereby Shippers will no longer receive plot numbers for new connections following implementation of SSP, and proposed that the Meter Fit Report is continued to be sent by iGTs to Shippers until a solution is implemented in the AES and ONJOB files.

PO noted that Xoserve had developed a number of options to provide the plot information via the AES file. The options had been circulated in advance of the meeting and PO asked attendees to

indicate their preference for an option to be taken forward for development. In addition to the views put forward by attendees at the meeting, GDF Suez had contacted the Code Administrator to state their preference for Option 5a - Add new Plot Number field to T08 record and replace the S70 in the AES with the new T08 record. PO noted that those options with a medium to high impact to system and file design would not be able to be implemented prior to the proposed Project Nexus Implementation Date; therefore, an interim method of providing the information might also be required.

Following discussion, the workgroup agreed that Option 3 - Replace the S70 with the T08 record was the most preferable solution that could be implemented in time for Project Nexus. The group also reflected its support for Options 5 and 5a, and requested that Xoserve might consider the development impacts of both Options 3 and 5/5a. Some attendees considered that an interim solution was not necessary, and that iGTs might continue to send the Meter Fit Report until an enduring solution was implemented; however, this view was not unanimous.

AM reflected that discussions around resolving the issue with ONJOB were ongoing through SPAA, and would need to be resolved via a modification.

14. Next Meeting Date

The next meeting of the iGT UNC Modification Workstream would be held on 1st September 2015.

iGT UNC Modification Workstream Action Table

Action Ref	Meeting Date	Action	Owner	Status Update
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	Carried forward.
MWS15/04-03	5 th May 2015	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.	EDF / npower	Closed. Discussed as Agenda item 13.
MWS15/04-06	5 th May 2015	PO to send updated plan and reporting profile for transition to Single Service Provision to all parties via the Code Administrator	PO	Carried forward pending an agreed date for Single Service

		by 8th May 2015.		Provision.
MWS15/04-08	5 th May 2015	KB and JR to provide Shippers with a baseline version of a report on all in-flight queries, for consideration ahead of the Mod Workstream on 4 th August 2015.	KB / JR	Closed. Shippers were happy with either template and would confirm which was to be used bilaterally.
MWS15/05-01	2 nd June 2015	iGTs to consider other alternatives to sending the Meter Fit Report, AES flow and CDJ flow to Shippers for an interim period following the implementation of Single Service Provision.	iGTs	Closed. Discussed as Agenda item 13.
MWS15/05-08	2 nd June 2015	Xoserve to provide a revised timeline of the non-effective days required for the cut over to SSP once a new Implementation Date is confirmed.	Xoserve	Closed. Discussed as item 11.
MWS15/06-01	30 th June 2015	Brookfield Utilities and Xoserve to convene to scope the Xoserve requirements for the AQ review process under Single Service Provision, including what data is used to carry out the review, and whether verification of the data is necessary.		Carried forward.
MWS15/06-02	30 th June 2015	SSE (Mark Jones) and Xoserve (Paul Orsler) to define a timeline for invoicing and invoice verification under the proposed solution for iGT080, and circulate to the Modification Workstream ahead of the meeting on 4 th August 2015, together with a first draft of the business rules required to deliver the intent of the proposal.	SSE / Xoserve	Carried forward.
MWS15/07-01	4 th August 2015	npower (Kiran Samra) to update the	npower/	

		iGT078 Ancillary Document and PSR Template to incorporate comments from the latest workgroup meeting, circulate to parties with final comments to be submitted to npower no later than 18th August 2015.	All	
MWS15/07-02	4 th August 2015	Parties to send any further comments on iGT079 to British Gas (Andrew Margan) before 18th August 2015, with British Gas to publish a revised Modification Proposal and Ancillary Document ahead of the next Modification Workstream meeting.	All	
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