

**iGT UNC Modification Workstream 15-08****Tuesday 1<sup>st</sup> September 2015 at 10.00am**

Gemserv, 8 Fenchurch Place, London EC3M 4AJ

Attendee	Initials	Organisation
Steve Ladle (Chair)	SL	Gemserv
Kirsty Dudley	KD	E.ON
Bryan Hale *	BH	EDF
Maria Hesketh *	MH	Scottish Power
Mark Jones	MJ	SSE Supply
Andrew Margan	AM	British Gas
Endre Merai	EM	npower
Kishan Nundloll*	KN	ESP
Steve Nunnington	SN	Xoserve
Paul Orsler	PO	Xoserve
Trevor Peacock *	TP	Fulcrum
Jenny Rawlinson	JR	Brookfield Utilities
Kirandeep Samra	KS	npower
Verity Blake	VB	Gemserv

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

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

Verity Blake was in attendance from Gemserv, in place of Paul Rocke who was not able to attend.

**2. Confirmation of Agenda**

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

KD requested that Standards of Service and Operational Contacts for escalation queries list to be reviewed and updated by iGTs. SL agreed to discuss this at the end of the agenda.

**3. Minutes and Actions Arising**

The minutes of the iGT UNC Modification Workstream meeting held on 1<sup>st</sup> August 2015 were reviewed and KS requested an amendment to Item 13: Continuation of Meter Fit Information, to clarify that npower had not accepted Option 5. KS further noted that she has sent an email to the iGT UNC requesting that this section of the minutes be made more reflective.

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

**Action MWS15/08-01: Xoserve (PO) to send Nexus Transition Workshop invitation to iGT UNC for distribution.**

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

The Chair provided an update confirming that further development of the proposed Modification had been deferred; pending confirmation of the implementation date for Project Nexus. It was further noted changes are unlikely required to be implemented until 2017. Subsequent to the confirmation that Project Nexus would be implemented on 1<sup>st</sup> October 2016, development of the Modification could now progress.

Under the proposed iGT071, iGTs have an obligation to populate a data table containing potential AQ values for the various classifications of new build properties. To enable iGTs to fulfil this obligation, Xoserve agreed to provide a sample of the specific data items that would be included in the data table. Following a request from JR, PO agreed to provide details on how the data in the table is determined, rather than simply providing a snapshot sample. This information will be provided to iGTs to review and confirm whether they will be able to provide the required table. PO noted that the development of the Modification is dependent on when this data becomes available, and indicated that raw data would not be available until November, following which PO would confirm approximate timescales with iGTs.

The group noted that there is a possibility that domestic supply points may be nominated as Class 2 under the Nexus rules which could affect the information that Xoserve would be able to provide. Accordingly, it was agreed that this needs to be considered when reviewing the production of the revised table as set out under the Ancillary Document.

**Action MWS15/08-02: Xoserve (PO) to confirm with iGTs the information they can provide to iGTs regarding the AQ Review Procedures Process.**

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

KS, as Proposer of the Modification, provided an update advising that the document is currently awaiting internal sign off. KS confirmed that all comments have been incorporated and the Modification remains self-governance. It is anticipated that an update will be available by COP Friday 4<sup>th</sup> September, and a detailed update will be provided at the next Workgroup in October.

**Action MWS15/08-03: npower (Kiran Samra) to follow up on internal review, sign off the updated Ancillary Document and forward on to the iGT UNC to be discussed at the next iGT UNC Modification Workstream Group in October.**

**Action MWS15/08-04: npower (Kiran Samra) to review whether iGT078 format/data flow can include a field to distinguish between domestic/non domestic.**

**6. iGT079: Adding Non-Domestic New Connections Framework Ancillary Document**

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, updated the group noting that all comments received had been incorporated into the Ancillary Document. The changes had not yet been published, although the changes made were not considered to be material in nature. There was discussion regarding inconsistent references to domestic/non-domestic and commercial in the current Code processes for Bulk Confirmation (CI 13.8/13.9). The Code currently uses the Smaller Supply Point definition to direct the Bulk Confirmation process whereas both iGT078 and iGT079 are based on whether a supply point is domestic or non-domestic use. This issue needs to be rectified, as the Modification is not currently clear on what path is to be followed.

AM also noted a preference for iGT079 to use the same file format as iGT078 rather than operate 2 different file formats. This however would require the addition of a new field to the file format to be used to designate whether the MPRN belonged to a domestic or non-domestic supply point (see Item 5 above).

The group considered that were iGT079 to be implemented before the Single Service Process (SSP), there would need to be further amendments included in the Modification to incorporate legacy arrangements. The Workgroup discussed the current processes and TP advised that New Supply Points are often received by fax, although if they are received in the appropriate format, are able to be converted into an email to be forwarded to Suppliers. When new meters are installed there should be a minimum of 2 days notification to Suppliers, to minimise any subsequent customer complaints.

With regards to timescales, JR suggested that nine months would be required to implement the proposed changes.

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

**Action MWS15/08-03: British Gas (Andrew Margan) to update iGT079, and following internal sign off, submit to the iGT UNC Code Administrator for circulation.**

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

The discussion began with a progress update and summary, in which Xoserve stated that New Supply Point registration is an obligation on behalf of the Shipper. Mandating iGTs to use Xoserve data may negate the current issues occurring due to Shippers not registering New Supply Points. However, the issue that Suppliers are facing is that they may not be able to update the register if the MPRN is not in the system.

JR elaborated on the issue stating that there is a mismatch between the two systems as several meters installed are not currently listed in Xoserve systems. Notwithstanding this, JR advised the group that there is no evidence identified that there is an issue with current procedures undertaken by iGTs, and that the current Modification does not identify the cause of this issue, and therefore, fails to demonstrate the cost benefit of a system change. It was noted that there may be a time-lag in the system between invoicing and registration which is causing the issue; although Shippers cannot be held responsible for this. There may also be invoices distributed on the last day of the month which could be attributing to the unregistered meters.

Confirmation of receipt is sent from Xoserve to Shippers upon a new Supply Point registration. The Chair questioned MJ whether the intention of the Modification was to allow Suppliers to reject invoices if the data submitted by the iGT on its invoice does not align with the Xoserve position. MJ confirmed this is one possibility. The Chair then suggested that detailed business rules need to be incorporated into the Modification, so as to confirm the intention of the modification and to identify the specific data items involved in order to allow legal text to be developed. The group supported this suggestion. It was also suggested that more examples were required of the problem the modification was intended to address, recognising that one of the key drivers for Nexus was to improve the quality of the iGT data held on the central registration system.

**Action MWS15/08-06: SSE Supply (Mark Jones) to provide Business Rules to Modification iGT080, and amend the Modification to illustrate the cost benefit case.**

#### **8. iGT Data Cleansing Update**

PO provided an update to the group, displaying the Xoserve slides from their August 21<sup>st</sup> 2015 Workgroup. Statistics and reports on the reconciliation numbers for Logical Meter Numbers (LMN's), noting there were 29.98% without reconciliation activities.

PO advised that the industry is making progress, and they are furthering discussions with Shippers on how the report can be improved. The Nexus implementation will be in 12 months' time, and Xoserve will look at organising a meeting for iGTs to update on any changes.

PO displayed a presentation that sets out the UKLEF interim transformation rules that are being applied to the iGT Data Set, for the purpose of loading data for market trials. These transformation rules are required due to an issue with conformance of existing data to the new structure in the target system, as well as an issue of completeness of data required by the target system.

All of the proposed rules are for Market Trial purposes, and when full migration of the SSP goes ahead, all the rules would need approval. PO advised that Xoserve is currently working with iGT's to capture the data, to ensure that the Market Trial rules are only applied where required. There are currently 24 rules, with the possibility of more rules being developed.

There were no further comments, and this item was closed.

## 9. Provision of Plot information

SN provided a summary of the discussion from last month's meeting. SN noted that the Workgroup was not able to reach a consensus on how to take this issue forward, and therefore, any solution now agreed would not be included in the Market Trials.

The nine alternative options for the Provision of Plot information were reviewed. EM from npower proposed some alternatives, such as using a sub-building name or recording the plot information in the description field. There was debate in the group about whether or not these solutions could be applied, with parties suggesting that if they were viable solutions they were either missed or have already been ruled out. Furthermore, some solutions may not have been included as they related to GT's and not iGTs. In directing the group discussion, Xoserve representatives expressed how the plot number is a critical detail for the iGT's and that it is not currently updated by the Shipper.

The group was in consensus that there was no need for unnecessary change, and that there is presently no need to update the T08 field and options that have known errors should not be pursued. Following further discussion, 'Option 7; Do nothing leave AES format as is' was agreed, with a two month place-holder while further possibilities are discussed. PO and SN welcomed any suggestions from parties to be submitted for consideration.

**Action MWS15/08-07: Xoserve (PO/SN) to refine options for Provision of Plot Summaries and parties to submit any further proposals over the next two months, in time for the November 3<sup>rd</sup> Modification Workstream meeting.**

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

PO informed the group of a Transition Workshop being held by Xoserve on 9<sup>th</sup> September 2015, which will discuss the non-effective days window alongside a number of other areas related to the Nexus implementation. PO noted that Ofgem approved deferral of the implementation of iGT072, allowing for the appropriate revisions to be made. The Chair questioned whether it was appropriate for a new Modification to be raised, rather than amending iGT072. Parties agreed that it may be appropriate for a new Modification to be raised. In any case, it was requested that the current or potential new/replacement Modification be written so as to provide greater visibility and harmonisation between the iGT and GT codes.

**Action MWS15/09-08: Gethyn Howard (Brookfield Utilities) and Xoserve to liaise in regards to Non-Effective days, with a view to raising a replacement Modification to iGT072.**

### 11. Address Data Working Group Meeting

There was no update available. The Workgroup were advised that a Consultation Paper has been released and is available [online](#).

### 12. AOB

It was suggested that parties may want to review the contacts provided under the Standards of Service Contact list recognising that post Single Service Provision the issues raised between Shippers and iGTs will generally relate to Invoicing not Operational queries.

### 13. Date of Next Meeting

The next meeting of the iGT UNC Modification Workstream would be held on 6<sup>th</sup> October 2015.

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

Action Ref	Meeting Date	Action	Owner	Status Update
MWS15/03-05	7 <sup>th</sup> 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.
MWS15/04-06	5 <sup>th</sup> May 2015	PO to send updated plan and reporting profile for transition to Single Service Provision to all parties via the Code Administrator by 8 <sup>th</sup> May 2015.	PO	Closed. Superseded by Xoserve workshop on transition arrangements for iGT072.
MWS15/06-02	30 <sup>th</sup> 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 <sup>th</sup> 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 <sup>th</sup> August 2015	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.	npower/ All	Carried Forward, new document pending internal sign off.

MWS15/07-03	4 <sup>th</sup> August 2015	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).	Xoserve	Closed. PO confirmed the intention to receive and process files on 1 <sup>st</sup> and 2 <sup>nd</sup> October in line with the Code/UKLINK rules.
MWS15/07-04	4 <sup>th</sup> August 2015	Xoserve (Paul Orsler) to confirm whether customer requested cancellations received during the non-effective window could be “filtered out by Xoserve before registration are completed on the new systems”, and the associated costs, in line with the comments within the Authority Decision letter for iGT072.	Xoserve	Closed. Discussion deferred until the Xoserve workshop on transition arrangements for iGT072.
MWS15/08-01	1 <sup>st</sup> September 2015	Xoserve (PO) to send Nexus Transition Workshop invitation to iGT UNC for distribution.	Xoserve	New
MWS15/08-02	1 <sup>st</sup> September 2015	(iGT071) Xoserve (PO) to confirm with iGTs the information they can provide to iGTs regarding the AQ Review Procedures Process.	Xoserve	New
MWS15/08-03	1 <sup>st</sup> September 2015	(iGT078) npower (Kiran Samra) to follow up on internal review, sign off the updated Ancillary Document and forward on to the iGT UNC to be discussed at the next iGT UNC Modification Workstream Group in October.	npower	New
MWS15/08-04	1 <sup>st</sup> September 2015	(iGT078) npower (Kiran Samra) to review whether iGT078 format/data flow can include a field to distinguish between domestic/non domestic.	npower	New
MWS15/08-05	1 <sup>st</sup> September 2015	(iGT079) British Gas (Andrew Margan) to update iGT079, and following internal sign off, submit to the iGT UNC Code Administrator for circulation.	British Gas	New
MWS15/08-06	1 <sup>st</sup> September 2015	(iGT080) SSE Supply (Mark Jones) to provide Business Rules to Modification iGT080, and amend the Modification to illustrate the cost benefit case.	SSE Supply	New
MWS15/08-07	1 <sup>st</sup> September 2015	Xoserve (PO/SN) to refine options for Provision of Plot Summaries and parties to submit any further proposals over the next two months, in time for the November 3 <sup>rd</sup> Modification Workstream meeting.	Xoserve	New



<b>MWS15/08-08</b>	<b>1<sup>st</sup> September 2015</b>	<b>Gethyn Howard (Brookfield Utilities) and Xoserve to liaise in regards to New Effective days, with the view to raising a replacement Modification to iGTUNC072.</b>	<b>Gethyn Howard/ Xoserve</b>	<b>New</b>
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