

**iGT UNC Modification Workstream 16-01****Tuesday 5<sup>th</sup> January 2016 at 10.00am**

Gemserv, 8 Fenchurch Place, London EC3M 4AJ

Attendee	Initials	Organisation
Steve Ladle (Chair)	SL	Gemserv
Laura Cahill	LC	SSE Supply
Kirsty Dudley	KD	E.ON
Maria Hesketh *	MH	Scottish Power
Mark Jones	MJ	SSE Supply
Andrew Margan	AM	British Gas
Kishan Nundloll	KN	ES Pipelines
Paul Orsler	PO	Xoserve
Jenny Rawlinson *	JR	Brookfield Utilities
Nicky Rozier	NR	Brookfield Utilities
Kirandeep Samra	KS	npower
Fiona Siwoniku	FS	Gemserv
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. Apologies were noted from Katy Binch (ES Pipelines), Trevor Peacock (Fulcrum Pipelines), and Bryan Hale (EDF Energy).

**2. Confirmation of Agenda**

The Chair invited any further items for discussion not on the agenda. SL asked to raise a point regarding an error found in the file format for iGT078 and iGT079 whereby the field containing Domestic and Non Domestic Business use required changing. He noted that as iGT078 was already out for consultation, Parties were welcome to submit their comments on the consultation having noted the error in the template. PR clarified that, if a change was necessary and deemed by the Modification Panel to be immaterial, the Modification could proceed without reverting to the Workgroup for further review and development.

**3. Confirmation of Minutes**

The minutes of the iGT UNC Modification Workstream meeting held on 1<sup>st</sup> December 2015 were agreed as a true and accurate record of the meeting.

#### 4. Outstanding Actions

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

#### 5. [iGT079 Non-domestic New Connections Framework Ancillary Document](#)

PR noted that AM had submitted a number of minor revisions to iGT079 Modification Proposal and associated Ancillary Document which had been circulated to the group and would be uploaded to the iGT UNC website. AM noted that the main amendment to the Ancillary document was the change in the title from “Non Domestic” to “Commercial”; he also noted that the amendments made were minor and did not affect the intent of the Modification. The group noted the amendments presented by AM.

KD highlighted that the Modification outlined an exemption of daily metered and unique sites, however, this is not referenced in the Ancillary Document which AM agreed to add.

JR highlighted that the legal text for the Modification, currently enabled a loophole in regards to the confirmation process on the iGT site and the subsequent confirmation by Xoserve when the meter installation notification was received. She highlighted a possible mismatch between the Shipper confirmed on the iGT site via the PSR and the Shipper confirmed on Xoserve’s system, should a second Shipper subsequently submit a valid Supply Point Confirmation for the Supply Point prior to the completion of the recording of the meter installation. Additionally, because of the way the Xoserve system had been specified, the original Shipper (who had confirmed via the PSR process) would not receive a notice that the subsequent Shipper had submitted a Supply Point Confirmation. She advised that a textual addition to the iGT UNC would be required to clarify this potential scenario and to make it clear that the subsequent Shipper would become responsible for Transportation Charges.

SL suggested that the legal text would not require changing to address the responsible party for transportation as he explained that the code already makes clear to anyone who issues a supply point confirmation, that they must acknowledge there was a contract in place and assuming the confirmation goes through to completion, they accept responsibility for capacity and hence transportation charges. He noted that the issue which seemed more unclear is that under certain circumstances there may be an instance where the Shipper who believes that they were the elected Shipper determines that they no longer are and have not received a withdrawal notice warning them of this. The group noted that until the specific change was proposed to the Xoserve process, the code would remain as it is, however this could be raised at a later date.

PO suggested that a focus group be set up in order to discuss all the possible scenarios and in turn, mitigate the risks associated. The group agreed that this would be a viable solution to help manage the risks.

**Action MWS16/01-01:** PO to consider the framework of the suggested focus group with a paper to be fed back for discussion at the next Modification Workstream on 2<sup>nd</sup> February 2016.

Jenny Rawlinson left the meeting at this point

AM highlighted the addition of the wording to the Ancillary document outlining that if the iGT is the MAM, the iGT/iGT MAM will **endeavour** to notify a supplier of the intention to install, with the supplier receiving in writing at least 2 working days' notice prior to the meter installation, although notification should be sent as soon as possible. The group discussed whether this was suitable wording for the Ancillary document and how this would affect the obligations on iGTs. Specifically, consideration was given to whether this would place an obligation on iGTs to commit some effort to notifying the supplier, as at least one iGT was of the view that the notification could not be provided in the timescale specified.

**Action MWS16/01-02:** AM to reconsider Ancillary Document wording under paragraph 2.3 and contact Kishan Nundloll regarding this.

AM noted his preference for the Modification to be implemented on 1st October 2016 to align with the implementation of other significant system changes (i.e. Project Nexus). AM further noted that a full six month implementation lead time would be required for iGT079, and therefore requested that the Panel be requested taking actions to ensure that the FMR could be considered at the Modification Panel in March 2016, provided the Workgroup Report was finalised at the Modification Workstream in February 2016 (e.g. the DMR consultation period could be reduced to thirteen days).

## 6. AQ Review Workgroup

SL noted that the iGTs had provided their annual review of AQ information, for review by the AQ Review Workgroup. The group agreed that they were happy with the iGT AQ Review Process and the results collated. Therefore, in line with the associated Ancillary Document, the Code Administrator agreed to produce the Workgroup Report for consideration at the Modification Panel meeting in January 2016. The Workgroup was happy for the Workgroup Report to proceed without further visibility.

The Code Administrator noted that, providing the recommendation was accepted by the Modification Panel, the new AQ values would be implemented in the Release scheduled for June 2016.

**Action MWS16/01-03: Code Administrator to publish the AQ Review Workgroup Report ahead of consideration at the Modification Panel meeting in January 2016.**

## 7. AOB

KS raised a query with respect to iGTs GSOS payments in the event they failed to carry out an appointment with a customer for a metering/siteworks job. KS questioned whether iGTs were compliant with the guidelines that came into force from 1<sup>st</sup> January 2016, and whether a Modification was required to ensure alignment with new obligations. iGTs agreed to send feedback to KS in advance of the next Modification Workstream meeting.

**Action MWS16/01-04: iGTs to confirm their compliance status with GSOS guidelines to KS ahead of the next Modification Workstream.**

## 8. Date of Next Meeting

The next meeting of the Modification Workstream will be held on 2<sup>nd</sup> February 2016.

***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.
MWS15/08-07	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 3 <sup>rd</sup> November Modification Workstream meeting.	Xoserve	Carried forward.
MWS15/11-01	1 <sup>st</sup> December 2015	Code Administrator to circulate to all iGTs the list of data items identified as necessary for the continued AQ Review under iGT071, seeking comments in advance of the next Modification Workstream meeting.	Gemserv	Closed
MWS15/11-02	1 <sup>st</sup> December 2015	PO to confirm Xoserve's capability to provide to iGTs the data items deemed necessary to complete the annual AQ Review process under iGT071.	PO	Carried Forward to February.
MWS15/11-03	1 <sup>st</sup> December 2015	Code Administrator to finalise the Workgroup Report for iGT078 and add to the agenda for the Modification Panel in December 2015.	Gemserv	Closed
MWS15/11-04	1 <sup>st</sup> December 2015	All Parties to provide any comments or concerns relating to iGT079 in writing, to the Code Administrator, in advance of the Modification Workstream on 5th January 2016.	All	Closed
MWS15/11-05	1 <sup>st</sup> December 2015	AI to circulate a change-marked version of the Modification Proposal and Ancillary Document for iGT079.	AI	Closed
MWS15/11-06	1 <sup>st</sup> December 2015	MJ to prepare amended versions of the Modification Proposal and Legal Text for iGT080 and send to the Code Administrator.	MJ	Closed
MWS15/11-07	1 <sup>st</sup> December 2015	Code Administrator to produce the Workgroup Report for iGT080 and circulate to Workgroup members ahead of adding to the agenda for the Modification Panel in December.	Gemserv	Closed

MWS15/11-08	1 <sup>st</sup> December 2015	GH to draft and circulate the Workgroup Report for iGT082 for consideration by Parties in advance of 9 <sup>th</sup> December 2015, when it will be circulated by the Code Administrator ahead of the Modification Panel on 16 <sup>th</sup> December 2015.	GH	Closed
MWS15/11-09	1 <sup>st</sup> December 2015	iGTs to inform Maria Hesketh with respect to their policy on meter returns with respect to an upcoming smart meter trial.	iGTs	Closed
<b>MWS15/11-10</b>	<b>1<sup>st</sup> December 2015</b>	<b>AI to propose a structure for the concatenated address data in field A0056 of the RGMA baseline for iGT meter works.</b>	<b>AI</b>	<b>Carried forward</b>
MWS15/11-11	1 <sup>st</sup> December 2015	Code Administrator to add AQ Review Workgroup to the Modification Workstream agenda for 5th January 2016.	Gemserv	Closed
<b>MWS16/01-01</b>	<b>4<sup>th</sup> January 2016</b>	<b>PO to consider the framework of the suggested focus group with a paper to be fed back for discussion at the next Modification Workstream on 2nd February 2016.</b>	<b>PO</b>	
<b>MWS16/01-02</b>	<b>4<sup>th</sup> January 2016</b>	<b>AM to reconsider Ancillary document wording under paragraph 2.3 and contact Kish regarding this.</b>	<b>AM</b>	
<b>MWS16/01-03</b>	<b>4<sup>th</sup> January 2016</b>	<b>Code Administrator to publish the AQ Review Workgroup Report ahead of consideration at the Modification Panel meeting in January 2016.</b>	<b>Gemserv</b>	
<b>MWS16/01-04</b>	<b>4<sup>th</sup> January 2016</b>	<b>iGTs to confirm their compliance status with GSOS guidelines to KS ahead of the next Modification Workstream.</b>	<b>iGTs</b>	