

iGT Shipper Work Group Meeting 14-09

Monday 15th December 2014 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
Maria Hesketh *	MH	Scottish Power
Jonathan Hooper	JH	SSE
Jonathan Kiddle	JK	EDF
Kishan Nundloll	KN	ESP
Paul Orsler	PO	Xoserve
Trevor Peacock *	TP	Fulcrum
Kristian Pilling	KP	SSE
Jenny Rawlinson	JR	Brookfield Utilities
Michael Robertson *	MR	Scottish Power

**Attended via teleconference.*

1. Welcome and Apologies for Absence

SL welcomed attendees to the final iGT Shipper Standing Work Group of 2014.

Apologies for absence had been received from Kay Mackey (Brookfield Utilities), Kirandeep Samra (npower), Andrew Margan (British Gas), Kirsty Dudley (E.ON) and Cher Harris (SSE Pipelines).

2. Minutes and Actions Arising

The minutes of the meeting held on 3rd November 2014 were accepted as a true and accurate record of the meeting, incorporating one additional point raised by Kirsty Dudley (E.ON).

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

3. Code (iGT UNC, UNC, SPAA) and Ofgem Updates

iGT UNC

SL provided an update from the previous iGT UNC Modification Panel meeting held on 19th November 2014. SL noted that the Panel had been provided with an update from the workgroup for iGT039; the workgroup had since met and agreed the Workgroup Report which was due to be considered by the Panel meeting on 17th December 2014. The Panel had also been due to consider new Modification Proposal iGT069; however this item had been deferred in the absence of the Proposer at the Panel meeting.

SPAA

KN provided an overview of the work being undertaken within SPAA to confirm the level of smart meter roll-out information to be provided by suppliers to iGTs, to enable iGTs to adequately

resource for the duration of the roll-out. The work was being undertaken off the back of SPAA CP282 - Provision of Smart Meter roll-out profiles to Transporters; KN confirmed that parties had been asked to respond to proposals before 19th December 2014. KP considered that Shippers were unlikely to be able to provide roll-out information at a street address level. TP suggested that the development of an industry contact list for the circulation of roll-out profiles and information from suppliers would be beneficial.

4. Industry Data Quality

In the absence of Kiran Samra (npower), PR provided an update on the progress of the gas industry workgroup on data quality, ownership and governance. PR noted that the final report had been published and would be considered and signed off by the Modification Panel on 17th December 2014. Following sign off from the various industry code panels, the report would be submitted to Ofgem before the end of December 2014. The Workgroup had no further comment on the content of the report at this time.

5. Provision of SOQ Value for RPC Supply Points

JK reminded the Workgroup of an issue raised at the previous meeting whereby iGTs were inconsistently completing the mandatory original SOQ value field on the RPC invoice backing data, with a number of iGTs deriving the SOQ from the AQ value on a monthly basis, rather than calculating the original SOQ. JR considered that the one-off correct calculation of the original SOQ value would be more effective than inaccurately deriving the value on a monthly basis.

In advance of the next meeting, all iGTs present agreed to provide confirmation of the information provided, including whether the value on the invoice backing data was based on SOQ load at the time of entry and, if not, what would be entailed to ensure that this information could be provided.

Action iGTWG14/09-01: All iGTs to provide an indication of how the original SOQ value on invoice backing data is derived and what would be entailed in providing the SOQ value based on original load data (if not already provided this way).

6. iGT UNC Ancillary Document Review

SL noted that as the workgroup activity for iGT039 reached its conclusion, there was a need to review the suite of iGT UNC Ancillary Documents to establish which would remain relevant under SSP. A number of parties had agreed to raise Modifications to propose the necessary changes to the Ancillary Documents; for the most part the Modification Proposals were anticipated to be raised before the end of 2014, in time for consideration at the Modification Panel meeting on 21st January 2015. In particular, the Workgroup considered the following Ancillary Documents:

Pipeline Operator SoS Query Management

KN noted that he and PO had drafted an amended version of the Ancillary Document for Standards of Service taking into account the changes under Single Service Provision. The Workgroup

undertook a walkthrough of the amended document, noting that changes to the structure of the document would improve both clarity and understanding of the differences between standards of service between Xoserve and Pipeline Operators, and Pipeline Operators and Pipeline Users. Where direct references to the UNC were possible these should also be used to reduce the risk of future divergence between the Codes. KN to draft a Modification Proposal proposing the changes to this Ancillary Document for the Modification Panel meeting on 21st January 2015.

Action iGTWG14/09-02: KN to raise a Modification proposing changes to the Pipeline Operator SoS Query Management Ancillary Document, with revisions to the document taking into account the discussions at the Work Group meeting.

Appendix G2 – Portfolio Extract

JR proposed that under Single Service Provision, Shippers would no longer need to receive the Portfolio Extract, as all the information provided within the Extract would either be held by Xoserve or provided via the invoice template. JK believed that the Portfolio Extract should be retained – at least for an initial period following SSP – as there would be no guarantee that all data items would be correct or accurately updated, therefore the risk of removing the secondary source of data from the outset would be too great.

Shippers agreed to consider ahead of the next meeting whether they would still require the Portfolio Extract under Single Service Provision; JR noted that depending on the views of Shippers, Brookfield Utilities may consider raising a Modification Proposal to remove the requirement to send the Portfolio Extract. Following receipt of feedback from parties, JK agreed to draft a Modification Proposal amending the Portfolio Extract as appropriate.

Action iGTWG14/09-03: Ahead of the next meeting, Shippers to provide a view on whether the Portfolio Extract would still be required under Single Service Provision.

Action iGTWG14/09-04: JK to draft a Modification Proposal amending the Portfolio Extract based on feedback received from parties.

RPC Invoice Template

Kirsty Dudley (E.ON) had circulated a proposed amendment to the RPC Invoice Template under Single Service Provision, for consideration ahead of the formal raising of a Modification Proposal. The amendments included changes to the length of the header, a new field to include the CSEP ID for each MPRN, an amendment to the type of AQ included and the removal of two fields no longer relevant post-Single Service Provision. JK noted that he had sent some feedback to Kirsty Dudley, particularly around the proposed changes to the AQ value. All parties were encouraged to respond with feedback before Christmas.

Action iGTWG14/09-05: All parties to provide feedback on the proposed amendments to the RPC Invoice Template to Kirsty Dudley (E.ON) before Christmas.

7. Xoserve Non-Effective Days

PO had attended the previous Work Group meeting to present the Xoserve proposal for a period of six “non-effective days” before the switch to Single Service Provision arrangements, during which time Supply Point Register (SPR) and Supply Point Administrator (SPA) communications would not be able to be sent from a Shipper to an iGT. JH noted his concern that Suppliers would be in breach of their Supply Licence during this period and was not confident that a Modification Proposal would protect them from any breach; JH was keen to receive clear guidance from Ofgem on the issue. SL agreed to raise the issue with Ofgem at the Modification Panel meeting on 17th December 2014.

Action iGTWG14/09-06: SL to seek feedback from Ofgem as to their position on the impacts on Licence Conditions of the Xoserve proposal for six ‘non-effective days’.

8. AQ Review Work Group

In line with the Ancillary Document for iGT AQ Review Procedures, the iGTs had produced a proposed annual update to the AQ values within the CSEP NExA Table, which had been circulated to parties in line with the timescales set out in the Ancillary Document. The iGTs presented the Proposed CSEP NExA Table for consideration; no evidence challenging the Proposed CSEP NExA Table was presented to the Work Group. PR agreed to produce a Work Group report on behalf of the iGTs, to be presented at the Modification Panel meeting on 21st January 2015. SL noted that were the Panel to approve the Proposed CSEP NExA Table, the current CSEP NExA Table would be replaced in the iGT UNC release scheduled for June 2015.

Action iGTWG14/09-07: PR to produce a Workgroup Report for the AQ Review Work Group on behalf of the iGTs.

9. Any Other Business

RGMA Baseline Integration Testing

JH noted that under Single Service Provision, iGTs MAM functions would be expected to comply with the baseline RGMA and, as such, SSE was keen to carry out integration and readiness testing with iGTs ahead of this date. JR considered that many iGTs were still in the early stages of system development but welcomed the engagement from SSE. JH was concerned that some iGTs may not be fully aware of their obligations to comply with RGMA and asked iGTs to confirm that they would expect to be compliant in time for Single Service Provision. JH agreed to provide his proposal for an effective cut-over strategy.

Action iGTWG14/09-08: iGTs to confirm to JH that they intend to be compliant with RGMA baseline for their MAM function in time for Single Service Provision.

Action iGTWG14/09-09: JH to provide iGTs with a proposal for an effective strategy including testing arrangements for cut-over to RGMA compliance.

Third Party Metering Activity and MAM ID Communication

Ahead of the meeting, PR had circulated a note to all parties on behalf of Andrew Margan (British Gas), seeking clarification on how iGTs plan to update meter details where a meter exchange had not taken place (meter exchange updates are covered under iGT050A). Andrew Margan considered that the issue may be resolved under Single Service Provision as current arrangements would be superseded by RGMA and requested a view from parties as to whether this thinking was consistent. KB noted that she had responded to Andrew Margan and was happy for the response to be circulated to all parties to prompt further feedback.

Action iGTWG14/09-10: PR to circulate KB's response to AM's query on meter detail updates; all parties to consider their position and respond accordingly.

10. Next Meeting Date

The next meeting of the iGT Shipper Standing Work Group would be held on 26th January 2015. All meeting dates for 2015 are available to view on the iGT UNC Website.

iGT Shipper Standing Workgroup Action Table

Action Ref	Meeting Date	Action	Owner	Status Update
Action iGTWG14/05-03	30 th June 2014	iGTs to identify options for the provision of the meter mechanism code	iGTs	Carried forward. Kirsty Dudley to speak with Trevor Clark (E.ON) to ascertain whether the action remained relevant.
Action iGTWG14/08-01	3 rd November 2014	David Smith and Kiran Samra (npower) to provide a clear summary of the issue with regard to provision of the SOQ value for RPC supply points and the proposed solution.	DS/KN	Closed. On agenda for discussion.
Action iGTWG14/08-02	3 rd November 2014	Kirsty Dudley (E.ON) to raise two Modifications to (a) remove a number of Ancillary Documents and (b) amend the RPC Invoice Template document.	KD	Carried forward.
Action iGTWG14/08-03	3 rd November 2014	npower to raise a Modification to amend the iGT AQ Review	npower	Carried forward.

		Procedures Ancillary Document.		
Action iGTWG14/08-04	3rd November 2014	ESP to raise a Modification to amend the Standards of Service Ancillary Document in line with the revised Standards of Service under SSP.	ESP	Carried forward.
Action iGTWG14/08-05	3rd November 2014	Shippers to provide feedback on “Non-Effective Days” proposal for SSP ahead of the next iGT Shipper Standing Work Group meeting.	Shippers	Closed. On agenda for discussion.
Action iGTWG14/08-06	3rd November 2014	PO to consider if there are any identified impacts on losing Shipper parties due to the “non-effective window” for the cut-over to SSP.	PO	Closed. On agenda. Xoserve confirm that the model includes impacts on both gaining and losing Shipper.
Action iGTWG14/09-01:	15th December 2014	All iGTs to provide an indication of how the original SOQ value on invoice backing data is derived and what would be entailed in providing the SOQ value based on original load data (if not already provided this way).	iGTs	
Action iGTWG14/09-02	15th December 2014	KN to raise a Modification proposing changes to the Pipeline Operator SoS Query Management Ancillary Document, with revisions to the document taking into account the discussions at the Work Group meeting.	KN	
Action iGTWG14/09-03	15th December 2014	Ahead of the next meeting, Shippers to provide a view on whether the Portfolio Extract would still be required under Single Service Provision.	Shippers	

Action iGTWG14/09-04	15th December 2014	JK to draft a Modification Proposal amending the Portfolio Extract based on feedback received from parties.	JK	
Action iGTWG14/09-05	15th December 2014	All parties to provide feedback on the proposed amendments to the RPC Invoice Template to Kirsty Dudley (E.ON) before Christmas.	All	
Action iGTWG14/09-06	15th December 2014	SL to seek feedback from Ofgem as to their position on the impacts on Licence Conditions of the Xoserve proposal for six 'non-effective days'.	SL	
Action iGTWG14/09-07	15th December 2014	PR to produce a Workgroup Report for the AQ Review Work Group on behalf of the iGTs.	PR	
Action iGTWG14/09-08	15th December 2014	iGTs to confirm to JH that they intend to be compliant with RGMA baseline for their MAM function in time for Single Service Provision.	iGTs	
Action iGTWG14/09-09	15th December 2014	JH to provide iGTs with a proposal for an effective strategy including testing arrangements for cut-over to RGMA compliance.	JH	
Action iGTWG14/09-10	15th December 2014	PR to circulate KB's response to AM's query on meter detail updates; all parties to consider their position and respond accordingly.	PR/All	