

iGT Shipper Work Group Meeting 15-01**Monday 26th January 2015 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
Laura Cahill	LC	SSE
Kirsty Dudley	KD	E.ON
Bryan Hale	BH	EDF
Maria Hesketh *	MH	Scottish Power
Emma Linden *	EL	Xoserve (Item 4 only)
Kay Mackey *	KM	Brookfield Utilities
Kishan Nundloll	KN	ESP
Steve Nunnington *	SN	Xoserve (Item 4 only)
Kristian Pilling	KP	SSE
Kirandeep Samra	KS	npower

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

SL welcomed attendees to the first iGT Shipper Standing Work Group meeting of 2015.

Apologies for absence had been received from Jenny Rawlinson (Brookfield Utilities) and Jonathan Kiddle (EDF).

2. Minutes and Actions Arising

The minutes of the meeting held on 15th December 2014 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. Code (iGT UNC, UNC, SPAA) and Ofgem Updates**iGT UNC**

SL provided an update from the previous iGT UNC Modification Panel meeting held on 21st January 2015. SL noted that the Panel had considered seven new Modifications, including three Modifications amending Brookfield Utilities Individual Network Codes (INCs), three Modifications amending Ancillary Documents to the Code as a consequence of iGT039 and one Modification seeking to introduce a period of six 'non-effective days' prior to the Project Nexus Go Live Date. SL further noted that the Panel had determined that each Modification should be sent to Work Group for further development.

The Panel had also agreed to implement the new CSEP NExA Table proposed as a result of the AQ Review Process. The new Table will be implemented in the released scheduled for 26th June 2015.

The minutes from the Panel meeting can be found on the [iGT UNC Website](#).

4. Project Nexus Data Cleansing Initiative

The Work Group welcomed Steve Nunnington and Emma Linden (both Xoserve) to the meeting to present on the current Xoserve workstream preparing and cleansing industry data in advance of the Project Nexus Go Live Date. SN noted that data cleansing had been widely discussed at GT industry meetings for the past 18 months, whereby data items with the potential to impact the gas settlement regime had been identified and Shippers had been provided with individual portfolio information to aid data cleanse and update activities. SN explained that as the industry moved towards iGT data preparation, a similar process would be required for iGT supply point data.

SN proposed that iGTs may wish to participate in the Data Cleansing Workgroup that had been created, which met monthly and currently comprised Xoserve (representing GTs) and Shipper representatives. iGTs agreed that this existing meeting would be appropriate for the discussion of iGT data cleansing issues, rather than the establishment of a new workstream, in part due to the crossover of data issues between GTs and iGTs. EL confirmed that, at the request of the iGTs, Xoserve would be happy to represent the iGTs as they represent the GTs.

PR agreed to circulate a note to industry parties, welcoming participation at forthcoming meetings of the Data Cleansing Workgroup. It was also agreed that iGT Data Cleansing would be added as a standing agenda item to future meetings of the iGT Shipper Standing Work Group.

The full presentation can be found on the [iGT UNC Website](#).

Action WG15/01-01: PR to circulate notification of the next Data Cleansing Workgroup to parties of the iGT UNC.

Action WG15/01-02: PR to add iGT Data Cleansing as a standing agenda item for meetings of the iGT Shipper Standing Work Group.

5. RGMA Baseline Testing

KP reminded the Work Group that a current change within SPAA would result in all iGTs having to become fully compliant with RGMA post-Nexus. KP queried whether any iGT would have an interest in assurance testing with Suppliers, noting that some positive responses had been received by SSE to date. KP was also interested to understand whether iGTs would prefer to carry out bilateral testing with Suppliers or put industrywide testing arrangements in place. BH was keen to understand how industrywide testing would fit in with existing market testing arrangements proposed by Xoserve. BH indicated a preference for bilateral testing as he was keen to understand

how Suppliers would be interacting with each iGT on an individual basis, including interpretation of RGMA flows and formats.

KN noted that iGTs were intending to meet to discuss their plans for RGMA testing and agreed to draft a document setting out iGT intentions for cutover and testing arrangements, including any provisional and preferred timelines. KN would look to circulate this document to all Suppliers for consideration and input in advance of the next iGT Shipper Standing Work Group scheduled for 9th March 2015.

Action WG15/01-03: KN to draft a paper explaining iGT intentions and proposals for testing arrangements in advance of RGMA compliance, and share with Suppliers for input in advance of the iGT Shipper Standing Work Group meeting on 9th March 2015.

6. Provision of SOQ Value for RPC Supply Points

PR noted that following the previous Work Group meeting, iGTs had been asked to provide an indication of how the original SOQ value on invoice backing data was derived. Responses had been received from three iGTs to date, with all three responses confirming that original entry SOQ value appeared on backing data for most instances, with some exceptions for older sites (prior to implementation of iGT043VV) where the original SOQ was sometimes not able to be calculated.

SL considered that the responses suggested that iGTs were recording the SOQ value as required by Code; however suggested that a review of the wording on the invoice template could be conducted as part of a review of the Ancillary Document.

7. iGT UNC Ancillary Document Review

SL noted that the review of the Ancillary Documents necessitated by iGT039 changes was making positive progress.

[iGT070 - Removal of redundant Ancillary documents following the implementation of Single Service Provision](#)

E.ON had raised iGT070 to remove the following Ancillary Documents no longer required following the Project Nexus Go Live Date:

- Inspection Notification File Format and Response File
- Unbundled Meter Reading File Formats
- Meter Reading Validation Rules
- Fax Forms
- Third Party Metering and MAM ID Communication
- Data Items Relevant to Smart Metering

The Modification Panel had agreed that this Modification should proceed to development by Workgroup, with the initial Workgroup to meet as part of the iGT Shipper Standing Work Group on 9th March 2015.

[iGT071 - Updating the iGT AQ Review Procedures Ancillary Document](#)

npower had raised iGT071 to amend the AQ Review Procedures document, removing sections that would no longer be carried out by iGTs directly. The Panel had again agreed that this Modification should be considered by the Workgroup on 9th March 2015.

[iGT073 - Consequential Changes to the 'Pipeline Operator Standards of Service Query Management' Ancillary Document](#)

ESP had raised iGT073 to amend the Standards of Service Ancillary Document, clarifying how Shipper and iGT systems are expected to operate with regards to operational queries, following the Project Nexus Go Live Date. The Panel determined that iGT073 should be sent to a Workgroup meeting, scheduled for 6th February 2015.

SL considered that outstanding Modifications to be raised would address changes to the RPC Invoice Template and the Portfolio Extract. KD noted that the Proposal for the RPC Invoice Template was currently under draft and anticipated that it would be raised for consideration at the Modification Panel meeting in February. With respect to the amendments to the Portfolio Extract, there was ongoing deliberation as to whether it would be required following implementation of iGT039. Feedback received from Shippers reflected a perceived need for iGTs to continue to send the Portfolio Extract.

8. Individual Network Codes

SL noted that Brookfield Utilities had raised Modifications to the Individual Network Codes for their iGT licences (GPL, QPL, IPL) which would be considered at the next iGT Shipper Standing Work Group on 9th March 2015. The Modifications reflected changes consequential to the implementation of iGT039. The Panel meeting on 21st January 2015 had heard that Indigo Pipelines intended to raise a Modification to their Individual Network Code, whilst ESP were not intending to raise Modifications at this point in time. The Code Administrator would be contacting remaining iGTs for an update on their intentions to amend Individual Network Codes.

9. Work Group: [iGT069 - The removal of K1.2\(e\)\(ii\) – use of Upstream System User agreements](#)

KN presented his Modification Proposal to the Work Group, which the Modification Panel had determined would be sent to this Work Group for further development prior to consultation.

iGT069 seeks to remove the ability for an Applicant User to become a Pipelines User by having in force arrangements with one or more Upstream System Users for the delivery of gas to the Pipeline User at the relevant CSEP; that is, the changes ensure that a one-to-one relationship between the iGT supply point and the CSEP supply point is maintained by requiring that a single User is registered to both points.

The Work Group agreed with the proposed Terms of Reference; the Terms of Reference would be presented to the Modification Panel at the next meeting for their sign off.

The Work Group had been unable to ascertain why the clause had come into Code, allowing the notional concept whereby a User can be registered to an iGT supply point and arrange for gas to be shipped through the Large Gas Transporters system by another User up to the CSEP supply point. All parties agreed that it was a concept that had never been adopted and was unlikely to be adopted as a business model. Furthermore, the move to iGT Agency Services under Project Nexus would require the one-to-one relationship between iGT supply point and CSEP supply point; therefore the non-implementation of iGT069 may cause significant increase costs and the potential for delay to the implementation of iGT039.

The Work Group unanimously agreed with the Proposer's view that Relevant Objectives A, B and F would be positively impacted by the Modification, and disagreed that Relevant Objective D was negatively impacted, as it could not be reasonably anticipated that any organisation would look to operate based on the existing concept.

No additional impacts or costs were anticipated by the Work Group, and all parties concurred that the Modification successfully met the Self-Governance Criteria. The Work Group agreed that the minimum two month lead time for implementation was appropriate as the Modification was properly a documentation change.

The Work Group agreed to recommend to the Modification Panel that the Modification should proceed to consultation as a Draft Modification Report.

10. Any Other Business

Confirmation Cancellations

BH noted that there was a difference between how confirmation cancellations were being processed for iGT and GT sites following the implementation of iGT059 (facilitating faster switching). BH noted that a Shipper was able to cancel a registration with Xoserve until SSD-3 business days, whereas iGTs were only able to cancel registrations up until the end of the objection window, which had the potential to disrupt the customer experience were the customer to cancel at the end of the cool off period where this fell between the objection window closing and SSD-3 business days. BH agreed to circulate a summary paper of the issue including questions for consideration by the iGTs.

Action WG15/01-04: BH to draft a summary paper of the issue with respect to Confirmation Cancellations on iGT sites and circulate via the Code Administrator.

MPRN Ranges Implementation Notice

KP noted that the current guidance around MPRN range allocation stated that new ranges allocated to iGTs should not be used for fifteen days following notification to industry. KP suggested that this period of time was too short for the changes that would need to be made to Shipper systems to recognise the new ranges, and queried the process for reviewing the document. PR noted that the document sat outside of Code and that there was no formal process

for amendments to the document. PR suggested that a review of the document was carried out at the next iGT Shipper Work Group meeting and subsequently signed off at the iGT UNC Modification Panel. In advance of the meeting, Shippers agreed to indicate the minimum notice period required for the implementation of newly allocated MPRN ranges.

Action WG15/01-05: Shippers to provide an indication of the minimum notice period required for the allocation of new MPRN ranges.

Action WG15/01-06: Gemserv to add MPRN Ranges Implementation Notice to the agenda for discussion at the next meeting of the iGT Shipper Standing Work Group.

11. Next Meeting Date

The next meeting of the iGT Shipper Standing Work Group would be held on 9th March 2015.

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	Closed. No longer relevant.
Action iGTWG14/08-02	3rd 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	(a) Closed. (b) Carried forward.
Action iGTWG14/08-03	3 rd November 2014	npower to raise a Modification to amend the iGT AQ Review Procedures Ancillary Document.	npower	Closed. Raised.
Action iGTWG14/08-04	3 rd 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	Closed. Raised.
Action iGTWG14/09-01:	15 th 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	Closed.
Action iGTWG14/09-02	15 th 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	Closed. Raised.
Action iGTWG14/09-03	15 th 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	Closed.

Action iGTWG14/09-04	15 th December 2014	JK to draft a Modification Proposal amending the Portfolio Extract based on feedback received from parties.	JK	Carried forward.
Action iGTWG14/09-05	15 th December 2014	All parties to provide feedback on the proposed amendments to the RPC Invoice Template to Kirsty Dudley (E.ON) before Christmas.	All	Closed.
Action iGTWG14/09-06	15 th 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	Closed. Ofgem intend to participate in the Work Group meetings for iGT072.
Action iGTWG14/09-07	15 th December 2014	PR to produce a Workgroup Report for the AQ Review Work Group on behalf of the iGTs.	PR	Closed. Published.
Action iGTWG14/09-08	15 th 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	Closed.
Action iGTWG14/09-09	15 th December 2014	JH to provide iGTs with a proposal for an effective strategy including testing arrangements for cut-over to RGMA compliance.	JH	Closed. Superseded by 15/01-03.
Action iGTWG14/09-10	15 th 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	Closed.
Action WG15/01-01	26 th January 2015	PR to circulate notification of the next Data Cleansing Workgroup to parties of the iGT UNC.	PR	
Action WG15/01-02	26 th January 2015	PR to add iGT Data Cleansing as a standing agenda item for meetings of the iGT Shipper Standing Work Group.	PR	

Action WG15/01-03	26th January 2015	KN to draft a paper explaining iGT intentions and proposals for testing arrangements in advance of RGMA compliance, and share with Suppliers for input in advance of the iGT Shipper Standing Work Group meeting on 9th March 2015.	KN	
Action WG15/01-04	26th January 2015	BH to draft a summary paper of the issue with respect to Confirmation Cancellations on iGT sites and circulate via the Code Administrator.	BH	
Action WG15/01-05	26th January 2015	Shippers to provide an indication of the minimum notice period required for the allocation of new MPRN ranges.	Shippers	
Action WG15/01-06	26th January 2015	Gemserv to add MPRN Ranges Implementation Notice to the agenda for discussion at the next meeting of the iGT Shipper Standing Work Group.	Gemserv	