

iGT UNC Modification Panel Meeting 14-01

Wednesday 15th January 2014 at 11.00 am

Gemserv, 10 Fenchurch Street, London EC3M 3BE

Attendee	Organisation	Representing	As
Steve Ladle (SL)	Gemserv	iGT UNC Representative	Panel Chairman
Paul Rocke (PR)	Gemserv	iGT UNC Representative	
Adam Pearce (AP)	ESP	Pipeline Operators	
Jenny Rawlinson (JR) *	GTC	Pipeline Operators	
Cher Harris (CH) *	SSE Pipelines	Pipeline Operators	
Andrew Margan (AM) *	British Gas	Pipeline Users	
Kiran Samra (KS) *	RWE npower	Pipeline Users	
Trevor Clark (TC) *	E.ON Energy	Pipeline Users	
Rory Edwards (RE) *	Ofgem	The Authority	
Maria Hesketh (MH) *	Scottish Power	Invitee	
Kristian Pilling (KP) *	SSE	Invitee	

**Attended via teleconference.*

1. Notice of Alternates Attending and Apologies for Absence

None

2. Record of Invitees and Observers

MH and KP had been invited to the meeting to present Modification Proposals iGT057 and iGT058 respectively.

3. Minutes from Previous Meeting

The minutes from the iGT UNC Panel 13-12 were agreed as an accurate record of the meeting.

4. Actions Arising

Action 04/13-12: Panel Members to provide feedback against the principles and the KPIs in the current version of the Code Administrators Code of Practice Agreement (CACOP). **Closed.**

Action 03/13-12: Gemserv to send the Final Modification Report for iGT055 to Ofgem with the recommendation to implement. **Closed.**

Action 02/13-12: Gemserv to append a Development Group meeting for iGT054 to the January Shipper Workgroup meeting. **Closed.**

Action 01/13-12: AP to speak with Xoserve to define a solution to the issue regarding identification of parties sending files, and to amend the document if necessary prior to it being sent out for consultation. **Closed.**

5. Short Notice Business

[iGT057 - Creating CSEP NExA Ancillary](#)

The Panel unanimously agreed to accept Modification Proposal iGT057 as Short Notice Business, and welcomed MH to the meeting to provide an overview of the Modification. MH provided a presentation outlining the headline aspects of the Proposal. The presentation can be found on the relevant page of the iGT UNC Website.

MH noted that the Proposal sought to create an Ancillary Document to the iGT UNC which would contain the current and all historic versions of the CSEP NExA Table, outlining a version number and 'application to and from date' for each individual table contained therein. MH further noted that it was proposed that the Modification should proceed to consultation.

SL noted the Proposer's view that the Modification would qualify for self-governance, and requested that the Panel determine whether self-governance rules should apply. Further to extensive discussions regarding the impact on the Modification process for future current versions of the Table, Panel members unanimously agreed that the Modification did meet the criteria for self-governance.

SL outlined the process for Self-Governance Modifications, noting that a statement would now be sent to Ofgem advising of the Modification with a Self-Governance Determination Date of 16th April 2014. SL advised that the Self-Governance Determination Date would be the date on which the Panel would make a determination with regards to the implementation of the Modification, and that Ofgem could declare that the Modification should not be subject to self-governance at any time up until that date.

The Panel unanimously agreed that legal text should be produced, and SL noted that the Representative would create the Draft Modification Report with legal text and circulate for consultation within fifteen working days in line with the Modification Process.

[iGT058 - Recognition of the '2nd January' Scottish Bank holiday as a Business Day for Supply Point related transactions](#)

The Panel unanimously agreed to accept Modification Proposal iGT058 as Short Notice Business, and welcomed KP to the meeting to provide an overview of the Modification. KP noted that the Proposal sought to remove the 2nd January Scottish bank holiday as a Business Day for SPAA system purposes, with the effect that within the normal bank holiday calendar there would only ever be a maximum of three non-Business Days in a 21 day calendar period. KP further noted that this Modification would eliminate the circumstance where four non-Business Days could exist within a consecutive 21 calendar day period, under which circumstances the Objection window would be reduced to two full Business Days. This Proposal would mean that the Objection window should, in normal system operation, allow a minimum of three Business Days. KP recommended that this Modification Proposal should proceed to consultation, and considered that the Modification fulfilled the self-governance criteria.

The Panel discussed at some length the impact on iGT parties based in Scotland whose functions may not be fulfilled on an automated basis, and therefore who may be in breach if manual functions could not be fulfilled due to the Scottish bank holiday. The Panel unanimously agreed that the Modification Proposal fulfilled the self-governance criteria, and unanimously agreed that the Modification Proposal should proceed to consultation.

The Panel unanimously agreed a Self-Governance Determination Date of 16th April 2014, and the Representative agreed to send an advisory statement to Ofgem. The Panel unanimously agreed that legal text should be produced, and SL noted that the Representative would create the Draft Modification Report with legal text and circulate for consultation within fifteen working days in line with the Modification Process.

[iGT059 - Supply Point Registration - Facilitating Faster Switching](#)

The Panel unanimously agreed to accept Modification Proposal iGT059 as Short Notice Business. TC noted that the Proposal sought to support a faster switching initiative by reducing the period between the end of the Objection Deadline and the Supply Point Registration Date (commonly known as the confirmation period) from seven to two Business Days. TC further noted that several issues with the Proposal had already been identified, including the need for files to incoming shippers to be triggered earlier; and the potential need for the meter read window to be reduced. It was however anticipated that there would be larger impacts within the UNC, particularly with regards to Gemini and allocation of gas processes.

TC proposed that the Proposal should proceed through a joint working group with the UNC, and noted that the equivalent UNC Modification would be presented on 16th January 2014. The Panel unanimously agreed that the Modification should proceed to Development Group, and SL agreed to speak with the Joint Office with regards to establishing a joint meeting. AP agreed to Chair the iGT element of the workgroup, and agreed to draft a terms of reference and circulate for Panel agreement.

Action 01/14-01: SL to speak with the Joint Office with regards to establish a joint UNC/iGT UNC Development Group for iGT059.

Action 02/14-01: AP to draft a set of Terms of Reference for iGT059 and circulate for Panel agreement.

6. Panel Decisions

None.

7. Update on Review Groups

None.

8. Update on Development Groups

[iGT039DG 'Use of a Single Gas Transporter Agency for the common services and systems and processes required by the iGT UNC'](#)

JR provided an update from GH with regards to the Development Group for iGT039. JR noted that the 18th Development Group meeting had been held on 14th January 2014, and that the Group were minded to proceed with the Revenue Neutral approach to cost allocation, with iGTs to contribute to the licence drafting.

JR noted that the Group had subsequently commenced an assessment of the contractual charging relationship for Xoserve which, once completed would allow the legal drafting to begin. The Group would next meet in February at Ofgem to consider the legal drafting and funding arrangements.

[iGT053DG 'Introduction of annual updates to the AQ values within the CSEP NExA table'](#)

KS noted that the Development Group had last met on 10th December 2013, and that an updated version of the Business Rules had been agreed (which would be circulated before 17th January 2014). KS considered that a Workgroup Report would be drafted for the consideration of the February Panel meeting. SL noted that legal text would need to be drafted; however the development of legal text could not commence until the Business Rules were finalised.

[iGT054DG 'Alternative Profile for Pre-Payment Smart Meters' and iGT054A 'Alternative Profile for Pre-Payment Smart Meters \(ALT\)'](#)

AP noted that the previous Development Group meeting for iGT054 (A) had been convened as part of the iGT Shipper Workgroup meeting on 13th January 2014, where two key issues had been discussed: the obligations to be placed on Xoserve; and the retrospective element of the proposal. Revisions to the Business Rules had been drafted, and would be considered at the next meeting on 20th February 2014. SL noted that the equivalent UNC Modification had been sent to Ofgem for decision; AM anticipated that a decision may be received by the next iGT Development Group meeting.

[iGT056DG 'UPRN Population by Pipeline Operators'](#)

JR noted that there had been no movement since the previous Panel meeting, ahead of the joint UNC / iGT UNC meeting on 20th January 2014, at which Ordnance Survey would be presenting an overview of the UPRN. JR noted that she was happy to represent any observations from Panel Members to Ordnance Survey.

9. Urgent Modification Proposals Received

None.

10. Non-Urgent Modification Proposals Received

None.

11. Draft Final Modification Reports

None.

12. iGT UNC Modification Templates

PR presented a suite of draft Modification Templates to the Panel, which had been developed with the UNC templates in mind and had been reviewed by the iGT Shipper Workgroup. PR requested any final comments from the Panel, prior to approving the templates for use going forward. TC noted that self-governance criteria had just been added to the UNC templates, and these might be worth considering as a final amendment. PR agreed to revise the templates in light of these further changes to the UNC templates, and forward to the Panel for an ex-committee decision with regards to utilisation.

Action 03/14-01: PR to make final amendments to Modification Templates and circulate to Panel for approval prior to utilisation.

13. Authority Updates

None.

14. CACOP Key Performance Indicators

SL noted that as part of compliance with CACOP, the Representative would have its performance against certain Key Performance Indicators (KPIs) measured, and would in future be seeking feedback against some qualitative targets. AP and KS had submitted some feedback with regards to how the Representative may be measured, and in terms of the feedback that the Panel may wish to receive on a periodic basis.

There was some discussion with regards to how the qualitative measures set out within CACOP would be measured; SL noted that Gemserv did conduct an annual survey, and would look into whether the format of this could be amended and the results shared with the Panel. AM noted that he would be interested to see trends with regards to Modifications over time, although recognised that this would likely only show an indication of industry performance as a whole.

15. Any Other Business

[iGT047 - Inclusion of data items relevant to smart metering into existing industry systems](#)

AP noted that a supplementary issue had been raised for the consultation on iGT047 which was due to close on 16th January 2014. AP reminded the Panel of the proposal for the Ancillary Document to be modified to allow for the “SMU/SMR” files to be sent either by email or through Information Exchange (IX) and that, given the risk that IX would not be installed in time for implementation on 27th June 2014, some parties had stated a preference to design their systems for sending the files by email only on an enduring basis.

AP further noted that views had been sought from iGT UNC parties on their preferred solution: to send the files between iGTs and shippers using email only up until Single Service Provision go-live in October 2015; or to use email from implementation, until such a time as IX becomes available, when parties would either have the choice or be mandated to move to IX, and had requested a response before 24th January 2014.

***The next iGT UNC Modification Panel meeting is at
11:00 am on 19th February 2014.***