

IGT UNC Modification Workstream Meeting 19-05

Draft Minutes

Tuesday 7th May 2019

Gemserv, 8 Fenchurch Place, London EC3M 4AJ

Attendee		Organisation	
Steve Ladle	(SL)	Gemserv	Chairman
Chris Barker	(CB)	BUUK	
Jenny Rawlinson	(JR)	BUUK	
Brandon Rodrigues	(BR)	ES Pipelines	
Victoria Parker	(VP)*	ES Pipelines	
Matthew Collinson	(MCo)	Energetics	Items 1-6
Cher Harris	(CH)*	Indigo Pipelines	
Kate Mulvany	(KM)	Centrica	
Kirsty Dudley	(KD)	E.ON	Items 1-9
David Hodgetts	(DH)	E.ON	Items 1-6
Radhika Kalra	(RK)*	E.ON	
Mark Jones	(MJ)*	SSE	
Megan Coventry	(MCe)*	SSE	
Rachel Clarke	(RC)	Gemserv	Secretariat
Billy Howitt	(BH)	Gemserv	Secretariat

*Attendees joined meeting via teleconference

1. Welcome and apologies for absence

The Chair welcomed attendees to the meeting of the IGT UNC Modification Workstream. No apologies were received ahead of the meeting.

2. Confirmation of Agenda

The Chair confirmed the items for discussion as outlined in the final agenda. The Workstream did not have any other business to highlight at this time.

3. Approval of the Previous Minutes

Attendees reviewed the minutes from the Modification Workstream meeting held on 2nd April 2019 (19-04). BH indicated one comment had been received prior to the meeting from Paul Orsler (Xoserve) in regards to EUC classification. The draft minutes stated that the new EUC band Reclassification 'changes could have potential impacts on IGTs'. These have been changed to 'these changes should not impact IGTs'. The minutes from the previous Workstream Meeting (2nd April 2019) were approved as a true and accurate record of the meeting.

4. Outstanding Actions

Please refer to the table in Appendix 1 at the end of the minutes for updates on actions arising.

MSW19/04-01:

The table below indicates the dates set out for the CSS Consequential Changes- Detailed Design meetings. Xoserve noted that the CSS Data Workshop are yet to be confirmed. Xoserve will contact the Code Administrator as soon as they are available for them to be circulated to industry.

Date	Location (address is in the email signature)	Time
13th May	Xoserve Office	10:30am – 3:00pm
10th June	Xoserve Office	10:30am – 3:00pm
26th June	Xoserve Office	10:30am – 3:00pm
11th July	Xoserve Office	10:30am – 3:00pm
25th July	Xoserve Office	10:30am – 3:00pm
16th August	Xoserve Office	10:30am – 3:00pm
4th Sept	Xoserve Office	10:30am – 3:00pm
17th Sept	Xoserve Office	10:30am – 3:00pm

MWS19/04-03:

Xoserve noted that the EUC Meter Type is determined using the Meter Mechanism Code and Meter Payment Method and that these can be amended using the Review of Gas Metering Arrangement (RGMA) Flows - including Notify Metering Job (ONJOB) and Notify Update Metering Details (ONUPD). The Code Administrator noted that this action was now closed.

5. Cross-Code Modification Implications

The Chair introduced a document prepared by the Code Administrator which is used to track UNC modifications which could have an impact on the IGT UNC.

The Workgroup reviewed the document and discussed the possible implications to the IGT UNC, the discussion is detailed below;

Mod Ref	Description	Workgroup determination
691	CDSP to convert Class 3 or 4 meter points to Class 1 when G1.6.15 criteria are met	The workgroup was informed that UNC691 had gone to its first workgroup on 29 th April 2019. The proposer identifies that an IGT UNC equivalent modification is likely to be required. The Workgroup resolved to monitor this modification.
690	Reduce qualifying period for Class 1	The workgroup was informed that UNC690 had gone to its first workgroup on 29 th April 2019. The proposer identifies that an IGT UNC equivalent modification is likely to be required. The Workgroup resolved to monitor this modification.
681	Improvements to the quality of the Conversion Factor values held on the Supply Point Register.	The Workgroup were informed that E.ON had raised IGT127. This modification is due to be discussed at May's Panel.
684	Amendment of the Data Permission Matrix to add Meter Asset Provider as a new User type Document- Phase 1	The Workgroup were informed that IGT122 consultation close out date is the 10 th May 2019. IGT122 is due to go to May's Panel for a decision on its implementation.
682	Market Participant MDD Migration to UNC Governance from the SPAA	The Workgroup were informed that IGT124 went to Panel in April and was allocated one workgroup. The Workgroup completed the Workgroup report during the meeting and will be sent to May's Panel.
680	S UNC changes as a Consequence of 'no deal' United Kingdom Exit from the EU	The Workgroup were informed that IGT120F consultation had closed and awaiting Panel decision in May's meeting.
677	R Shipper Supplier Theft Reporting Request	The Joint Working Group for this modification meet on 3 rd May 2019. The Workgroup resolved to continue to monitor this modification.
676	R Review of Gas Transporter Joint Office Arrangements	The next Workgroup for this modification is yet to be confirmed. The Workgroup resolved to monitor the review group
674	Performance Assurance Techniques and Controls	Workgroup members noted that this modification had progressed to a Workgroup. RC informed the workgroup that the PAFA are currently producing the timeline plan as well as the principles and objective for the next workgroup meeting. The Workgroup resolved to monitor the review group
672	Incentivise Product Class 4 Read Performance	RC informed workgroup members that there were limited progress within the development of this modification due to the proposer being off on paternity

			leave. The Workgroup resolved to monitor the review group
664		Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4	The Workgroup discussed the modification. RC indicated that Npower had amended the modification due to implications of the soft landing concept as well the transfer component being to punitive. The Workgroup resolved to monitor the review group
647		Opening Class 1 reads to Competition	The UNC647 Workgroup meet on 25 th April 2019 whereby the proposer indicated that he may withdraw this modification if so, he would then submit a review request simultaneously to ensure continuity. Workgroup members decided to continue to monitor this modification due to IGT119.
630	R	Review of the consequential changes required in UNC as a result of the Ofgem Switching Programme	An update was provided to the Workgroup on the position of RG005. The Workgroup were informed that final RG005 subgroup teleconference is due to be held on the 14 th May to go through the final changes required as a result of the final UNC drafting being provided.

The Workgroup members discussed UNC676 and it was highlighted that the IGT UNC had been through a similar review group (RG004). Workgroup members indicated that the RG004 outputs could be beneficial to the discussion at the Governance Workgroup for UNC676, in particular outputs around Legal Text provisions. Workgroup members asked the Code Administrator to review the RG004 outputs and speak to the UNC directly to feedback any of these.

Action MSW19/05-01: Code Administrator to review the RG004 outputs and speak to the UNC directly in regards to UNC676R.

6. Review Groups

[RG006 – Review of metering arrangements in the IGT UNC](#)

The Chair introduced the Review group report and noted that this initial meeting would be to define to Terms of Reference (ToR) and scope of work going forward.

KD stated that the current metering arrangements within the in the IGT UNC are ambiguous and can be difficult for parties to understand. KD indicated that there have been significant industry changes in the last ten years that need to be updated within this section of the IGT UNC as it is currently outdated. KD highlighted this section needs to be redrafted to ensure clarity for all parties, noting this would particularly benefit new entrants as well as existing gas transporters. KD referred to the Meter Charging Statement, which currently lacks clarity for some Shippers.

MCo highlighted that this review group needed to steer away from commercial territory, MCo stated that any drafting in regards to the Meter Charging Statement needs to be high level, noting that if it becomes too detailed, it poses a risk of becoming anti-competitive.

KD indicated that from her perspective, metering arrangements should be removed from the IGT UNC. JR highlighted that it would be better for IGTs to have bilateral agreements between the Shippers and Suppliers. JR stated this would however be a long process and it would need everybody on board for this to be attainable which in practice is difficult.

KD stated there were clear issues with the invoicing for Shippers through the current metering arrangements in the IGT UNC. KD explained that it was difficult to clearly reconcile invoices due to the mixed nature of the input process (parts of the invoice being under governance and part being under commercial contracts). KD stated that a template for all chargeable items should be set out. MCo suggested that updating the invoice template process could be explored but highlighted this should also be at high level due to the limitations this could place on the usefulness of the invoice template. MCo stated that it was important to achieve the mechanisms of the review group and work out how this would be implemented. DH indicated that the current metering arrangements does not take into account SMART metering. JR noted that the IGT UNC is not going to be able to cover all the complexities and added that this is where bespoke bilateral agreements could play a part. MCo said that bilateral agreements are preferential, however, acknowledged that this could take a long time to put in place.

JR stated that metering is not in the UNC and that it was removed as a result of Authority Direction. She continued by stating that metering is a complex area of the IGT UNC and highlighted that workgroup members need to take into consideration that new entrants may not be able to provide metering and that what was being highlighted was quite prescriptive. MCo reiterated the importance of any changes being at high level. KM stated that new entrants need to be able to understand this area and we do not want to tie parties into something that they cannot provide. MCo indicated that the changes should be self-explanatory to parties. KM suggested that metering changes could be placed into a guidance document or could be put in the Code. JR indicated that having a guidance/ancillary document could complicate this process, thus it should be kept in the Code. KM stated that at this stage it cannot be ruled out as a legitimate route in which these changes would take.

MCo stated that she had no concerns about the comment that workgroup members had made but highlighted that the process should not be complicated. Both MJ and VP agreed with the points made from workgroup members in regards to the review group.

The Chair asked the Workgroup group to review the ToR. RC suggested that one route that could be adopted is a technical subgroup that develops a solution and reports back to the review group. The Workgroup members discussed the ToR and explored the scope of these and agreed that at this point they were suitable for this Review group. Workgroup members agreed that metering obligations should be kept within the terms of reference as an area of consideration. MCo, JR and KD agreed to have offline discussions to look through the metering arrangements and provide pre meeting documentation to the review group to analyse. DH asked would this be similar to a deemed contract. KM highlighted that this would function very similar to a deemed contract, but no incentive should be included. KM stated that the solution should be more neutral and should not be punitive. KM

highlighted that any changes should come from an all user perspective. Workgroup members asked the Code Administrator to send out a questionnaire to IGTs to ascertain the following:

- What is included in their Metering Charging statement?
- Whether or not the Metering Charging Statement information should be closed?
- Where they publish their Metering Charging Statement?

KD questioned whether the IGT approach towards RGMA should be hosted on the IGT UNC website. JR stated that the statement at the beginning of the RGMA document could be clearer. The Chair suggested that the Review group should consider how many meetings they would require discussion and development. The Review group agreed that this Review group should be kept to three to four meetings.

Action MSW19/05-02: Code Administrator to send out a questionnaire to IGTs to ascertain additional information in regards to their Individual Metering Charging Statement.

7. Review Groups

[RG005 – IGT UNC Review of Consequential Changes resulting from Faster Switching arrangements](#)

The Chair updated the Workgroup on the latest developments of RG005, noting that the Code Administrator had been waiting upon the release of the UNC's final Legal Text, however, this has now been received. JR indicated that Ofgem had extended the Switching Programme's timetable and that the consequential changes consultation would now not be launched until late May. The Chair stated that the RG005 subgroup have a teleconference arranged on 14th May 2019 to go through final changes.

The Chair indicated that this session would be to finalise any changes whereby the Code Administrator is seeking a final sign off from the Review group. The Chair asked workgroup members their views on how changes going forward would be managed from now until implementation. CB stated that Ofgem had indicated that it would seek Code Administrators to maintain two parallel legal texts. RC noted that how this is carried out is in the gift of each individual CA and that there has not yet been a consensus reached amongst CAs. JR highlighted that a change log could be used instead of a maintaining parallel Codes

8. Modification Workgroups

[IGT119 – Opening Class 1 read services on IGT Meter Supply Points to Competition](#)

The Chair indicated that there were limited updates in regards to UNC647. BR stated that Richard Pomroy (WWU) stated at the UNC647 Workgroup in April that he was considering withdrawing this modification. BR informed the Workgroup members that Richard Pomroy highlighted that if he was to

withdraw this modification, he would raise a review group simultaneously to ensure continuity. The workgroup resolved to continue to monitor this modification.

9. Modification Workgroups

[IGT124 – Market Participant MDD Migration to UNC Governance from the SPAA](#)

KD provided an overview of this modification to Workgroup members. KD noted that seeks to implement consequential changes in the IGT UNC and ancillary documents arising from the migration of the Market Participant MDD process, currently governed by Schedule 18 of SPAA, to the Central Data Services Provider (CDSP) via the Uniform Network Code (UNC) governance arrangements which is required for the implementation of the Central Switching Service (CSS). KD noted that Xoserve would be running the introduction of the MDD process from SPAA into the UNC in a phased transition. KD stated that the aim is to align all the modifications from the SPAA, UNC and IGT UNC to ensure a smoother transition.

KM stated that very little was going to change as a result of this change and effectively it's a consequential change of the Central Switching Service (CSS). KD indicated that this modification was proposed as self-governance, however, it is more likely to be taken under Authority Direction. Workgroup members requested that the Code Administrator carry out a further check of the IGT UNC for MDD reference. KD identified that parties would have been informed of any changes through the DSC change and through their CDSP representatives. KD stated that implementation of the MDD migration must happen before CSS starts. KD noted that the aim is to define Legal Text for the IGT UNC and was speaking with Cadent (Legal Text provider for UNC change) to align the two solutions. The workgroup resolved to defer completion of the Workgroup report until this legal text could be defined and discussed at a subsequent Workgroup meeting.

Action MSW19/05-03: Code Administrator to check through IGT UNC documentation for any references to MDD.

10. IGT UNC Known Issues Register

The Workgroup reviewed the current items recorded on the known issues register. The Workgroup agreed the following changes and comments;

- Password protection protocol Ancillary Document – GDPR review to be removed from the known issues register, following an implementation decision by the Panel; and
- Incorrect spelling of 'between' in Part 4 of the Standards of Service Ancillary Document added to housekeeping changes of the known issues register.

MWS19/05-04: Code Administrator to remove Password protection protocol Ancillary Document – GDPR review to the Known Issues Register.

MSW19/05-05: Code Administrator to add the incorrect spelling of 'between' into the housekeeping section of the Known Issues Register.

11. AOB

None.

The next IGT UNC Modification Workstream Meeting is on 4th June 2019

Appendix 1

MWS19/04-01	2 nd April 2019	PO to find out dates for Xoserve Data Workshops for Central Switching Service and to be communicated to Workgroup members via the CA.	PO	Closed
MWS19/04-02	2 nd April 2019	CA to complete Workgroup report for IGT122 and add this to April's Panel agenda.	CA	Closed
MWS19/04-03	2 nd April 2019	PO also to find out as part of the Meter Mechanism Code does the RGMA flow recognise Prepayment or not.	PO	Closed
MWS19/04-04	2 nd April 2019	CA to add Shipper User verification of Supply Meter Point Isolations to the Known Issues Register.	CA	Closed
MWS19/04-05	2 nd April 2019	CA to upload MIS presentation onto the April Workgroup Meeting page on the IGT UNC website.	CA	Closed
MWS19/05-01	7th May 2019	CA to review the RG004 outputs and speak to the UNC directly in regards to UNC676.	CA	New
MWS19/05-02	7th May 2019	Code Administrator to send out a questionnaire to IGTs to ascertain additional information in regards to their Individual Metering Charging Statement.	CA	New
MWS19/05-03	7th May 2019	CA to check through IGT UNC documentation for any references to MDD.	CA	New
MWS19/05-04	7th May 2019	CA to remove Password protection protocol Ancillary Document – GDPR review to the Known Issues Register.	CA	New
MWS19/05-05	7th May 2019	CA to add the incorrect spelling of 'between' into the housekeeping section of the Known Issues Register.	CA	New