

Terms of Reference for the Market Trials Working Group ('MTWG') – Version 1.0 (18th August 2015)

Objective:

- To assist Market Participants in the collaborative development of the approach to Level 2 ('L2') file format, Level 3 ('L3') functionality and Level 4 ('L4') end-to-end change of ownership Market Trials ('MT'). The approach should be fully documented, clear and made available to all relevant industry participants.

Membership:

- Xoserve –Overall responsibility for Market Trials and the approach document;
- PwC – Chair and responsibility for coordinating market input into the Market Trials Approach and ensuring that parties are broadly aligned on the approach;
- 1 to 2 nominated representatives of the key industry constituencies impacted by Nexus – Big 6 shippers, mid-tier / challengers, I&C, GTs (GDNs and NG Transmission) and iGTs; and
- Other parties as invited by MTWG to assist in achieving the objective.

MTWG members should be in a strong position to contribute constructively to the development and agreement of the market trials approach. Members will ideally have a working knowledge of the key market transactions and how these are most effectively trialled. In addition, testing / trial management knowledge and experience will be useful.

Proposed mode of operation:

- Focused weekly meetings / teleconferences to identify and resolve key issues, gaps and areas of improvement in the market trial approach;
- It is expected that if a member is unable to attend one of the planned weekly meetings, they will have documented their feedback and submitted in advance, alternatively they supply an alternative representative.
- The nominated representatives will be responsible for understanding key questions and issues that exist in their constituency and raising these to MTWG. Additionally, the representatives will be asked to canvas their constituents on how they would best manage questions and issues elsewhere, work up proposed solutions and feedback to MTWG;
- Xoserve iteratively update the market trials approach document to reflect the consensus of each industry sector that are presented and agreed in the MTWG;
- The MTWG will propose and approve final Market Trials approach documents. To ensure that sufficient time is available for communication in advance of the start date for L2 Trials, the MTWG will focus on developing the L2 Market Trials approach as a priority;
- The Project Nexus Steering Group ('PNSG') will be responsible for monitoring progress towards the overall approach that is agreed by the MTWG for L2 and L3/L4 Trials. Should a consensus not be reached the PNSG will be the point of escalation in the event of issues; and
- Xoserve will chair separate weekly market trials progress calls that are open to all market participants. These will communicate the progress made towards updating the approach and then shift focus to the preparation and the execution of the trials themselves.

Key deliverables:

- Updated and MTWG approved approach to L2 trials – target date 1st September 2015;
- Updated and MTWG approved approach to L3 / L4 trials – target date 1st October 2015; and
- Key messages and updates for communication during the separate weekly progress calls to be chaired by Xoserve and actively supported by all MTWG members.

Note that the MTWG will be focused on working through how the Market Trials approach should be developed to reflect the new timelines and the feedback raised by market participants. Once it has achieved that objective, we envisage that weekly market trials progress calls will become the key forum for discussing Market Trial progress, issues and defect resolution.

Appendix 1 – Membership

The Project Nexus Steering Group held on 13th July 2015 recommended that the Market Trials Working Group (MTWG) be established in order to agree the approach for level 2 and Level 3/4 market trial testing. Each sector (Big 6 / large mixed portfolio, I&C, Challenger, IGT and GT) were asked to nominate suitable individuals to become part of a MTWG the members are summarised below:

Organisation	Representation
PwC	Andrew Sinclair Stuart Cook Martin Crozier
Xoserve	Jo Galloway Darren Jackson
Big 6 / Large mixed portfolio	Blanka Caen(BG) Jon Devine (Npower)
National Grid Transmission	Beverly Viney (to co-ordinate)
National Grid Distribution	Sharu Patel (to coordinate)
Challenger	Simon Bevis (Utilita) Derek Clark (CNG)
I&C	Gareth Evans (ICoSS) Lisa Cutbill (DONG)
IGT	Jenny Rawlinson (Brookfield Utilities) Katy Binch (ES Pipelines)

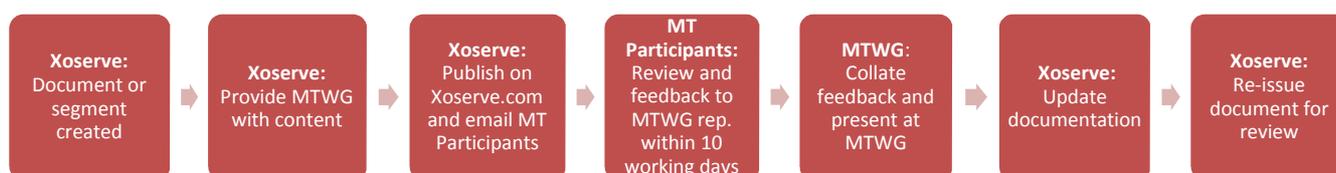
Appendix 2 – Meeting schedule

Date	Time	Location
5 th August	10:00 – 14:00	Solihull
12 th August	10:00 – 14:00	London
19 th August	10:00 – 14:00	Solihull
26 th August	10:00 – 14:00	London
2 nd September	10:00 – 14:00	Solihull
9 th September	10:00 – 14:00	London
16 th September	10:00 – 14:00	Solihull
23 rd September	10:00 – 14:00	London
30 th September	10:00 – 14:00	Solihull
7 th October	10:00 – 14:00	London

Appendix 3 – Communications

L2 market trials (MT) approach document

Aligned to the MTWG plan Xoserve will issue the L2 MT approach document or segments of it for review by the market at regular intervals. The below diagram outlines the process through which these products will be made available for review by the market and updated accordingly



Minutes

The MTWG will capture minutes and actions from each meeting. Minutes will be produced on the day of the MTWG meeting and issued for review by the attendees. Following review they will be published on the Xoserve.com website and be available to the market.

<http://www.xoserve.com/index.php/our-change-programme/uk-link-programme/uk-link-programme-market-trials/> (Scroll down the page, you will see the sub heading for MTWG)

Appendix 4 – Nexus governance

On the Xoserve.com website is the current governance framework provided by Xoserve. It is important to note that this is under review and may be subject to change.

<http://www.xoserve.com/index.php/our-change-programme/uk-link-programme/uk-link-programme-market-trials/> . Scroll down the page, you will see the sub heading for MTWG