

UNC Workgroup 0565 Minutes
Central Data Service Provider: General framework and obligations
Friday 12 August 2016
at Consort House, 6 Homer Road, Solihull, B91 3QQ

Attendees

Andy Miller	(AMi)	Xoserve
Bob Fletcher (Chair)	(BF)	Joint Office
Chris Warner	(CWa)	National Grid Distribution
Colin Blair*	(CB)	ScottishPower
Gethyn Howard*	(GH)	Brookfield Utilities
Karen Visgarda (Secretary)	(KV)	Joint Office
Michael Walls	(MW)	ES Pipelines
Robert Wigginton*	(RW)	Wales & West Utilities
Sue Hilbourne*	(SH)	Scotia Gas Networks

*via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0565/120816>

The Workgroup Report is due to be presented at the UNC Modification Panel by 20 October 2016.

1.0 Introduction and Status Review

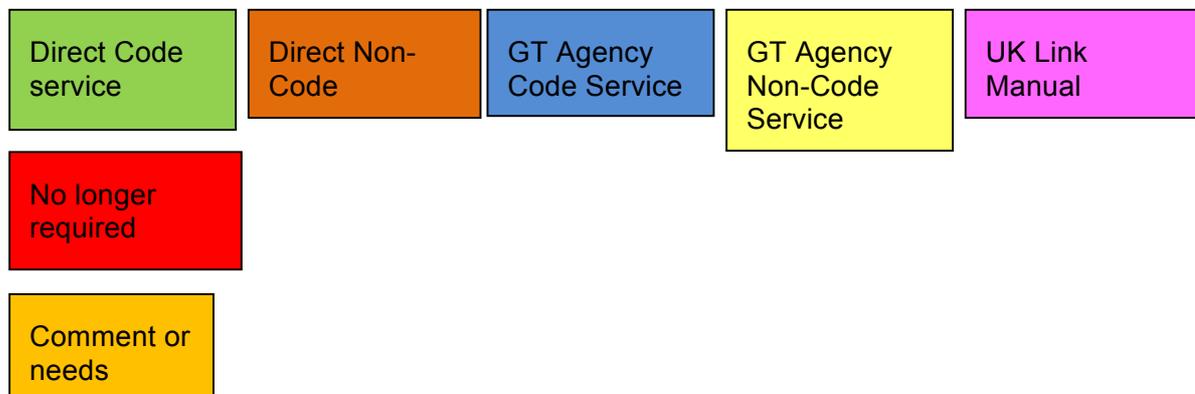
1.1. Approval of Minutes (03 August & 12 August 2016)

The minutes of the previous meetings will be reviewed at the meeting on 23 August 2016.

2.0 Review of CSP Direct Service Code Lines

AMi provided an overview of the 'ASA DSC Mapping Diagram' and explained the methodology and the way in which the DSC Service Lines had been configured, in relation to the Legal Text in Modifications 0432, 0440 and 0565. Further work would be required to consider the impacts of modifications implemented after Modification 0432.

AMi then provided an overview of the 'ASA Service Line Alignment' document and explained the colour coding in relation to each specific Coding Services groupings, as detailed below:-



AMi drew attention the 'Amber' Comments box, explaining these were areas that were still currently under discussion with Xoserve internally, or together with Dentons, and that updates would be reflected in the change control future versions of the document.

He overviewed the Direct Code Service and the Direct Non Code Services area's drawing attention to the specific sections highlighted in Amber. He also drew attention to DNC30 Line 32, 'Data Enquiry Service' and posed the question as to how Xoserve would be funded for this service, as in the future this service would not be directly funded by Transporters. CWa said that the GDN's and iGT's would need to discuss the funding of agency Non Code Services in respect of the relationship with SPAA.

Action 565/0803: GDN's & iGT's to consider the funding of agency Non Code Services, in particular the relationship with SPAA.

AMi overviewed the 'Must Read Service' as described on page 115. Line 7, saying a discussion needed to take place regarding who would be responsible for raising the charge to the Shipper for the 'Must Read' once the ACS was no longer operational.

Action 0565/0804: National Grid Distribution (CWa) said he would investigate the invoicing process to be adopted for the 'Must Reads' process once the ACS was no longer operational.

AMi overviewed the KPI priority status process and the rationale behind the status from 1 – 4 in order of importance and priority. He explained how the KPI importance and resolution process was undertaken within Xoserve.

AMi thanked all attendees for their time and patience and explained that the amended and updated documents would be available during the week commencing 15 August 2016.

3.0 Next Steps

BF explained the next meetings would be held on 22 August FGO Workgroup Charging, FGO Workgroup and Workgroup 0565 on 23 August and 05 September for FGO Charging.

He reiterated that the should any future 'extra' meetings be required, then time and space in the Joint Office diary was a premium, so any new meetings would need to be scheduled rapidly.

4.0 Review of outstanding actions

0565/0701: Shippers to consider the CDSP Direct Service Code Lines and provide Xoserve with any feedback/concerns by 29 July.

Update: It was agreed this action could now be closed, see item 2.0 above. **Closed.**

5.0 Any Other Business

GH asked AMi if the review that the iGT's had carried out on the Service Lines had been a worthwhile exercise and if this would be used going forward. AMi agreed this had been helpful and would help in the development of the DSC Service Lines.

6.0 Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/Diary

Workgroup meetings will take place as follows:

Time/Date	Venue	Workgroup Programme
10:00 Monday 22 August 2016	Elaxon, 4 th Floor, 350 Euston Road, London NW1	FGO Workgroup – Charging <ul style="list-style-type: none"> • Cost Allocation Model Review

	3AW	<ul style="list-style-type: none"> • Methodology Statement • Review Invoice Process • Transition Matters – Principles and Application • Surpluses and Deficits – Principles and Application
10:00 Tuesday 23 August 2016	Elexon, 4 th Floor, 350 Euston Road, London NW1 3AW	<p>FGO Workgroup and Workgroup 0565</p> <ul style="list-style-type: none"> • DSC Framework Agreement (Final draft) • DSC Term & Conditions (Final draft) • DSC Service Description (Final draft) • Change Control Procedures (Final draft) • Contract Management & Reporting Arrangements (Final draft) • Third Party Services Policy (Final draft) • Transition Document (1st draft) • Timeline/Workplan Update • Consideration of Risks/Issues Log
10:00 Monday 05 September 2016	Consort House, 6 Homer Road, Solihull B91 3QQ	FGO Workgroup – Charging
10:00 Wednesday 07 September 2016	Consort House, 6 Homer Road, Solihull B91 3QQ	<p>FGO Workgroup and Workgroup 0565</p> <p>UNC Consolidated Legal Review</p> <ul style="list-style-type: none"> • GT B7 • TPD G & H • TPD M • TPD U • Other TPD & EID • iGT and iGTAD • Accession / Withdrawal • Transition • Miscellaneous including MR <p>DSC Contract Update</p> <p>Development of Workgroup Report</p>
10:00 Wednesday 21 September 2016	Elexon, 4 th Floor, 350 Euston Road, London NW1 3AW	<p>FGO Workgroup and Workgroup 0565</p> <ul style="list-style-type: none"> • Development of Workgroup Report
10.00 Friday	Consort House, 6	FGO Workgroup – Charging

23 September 2016	Homer Road, Solihull B91 3QQ	Agenda TBC at 29 July meeting
10:00 Wednesday 05 October 2016	Consort House, 6 Homer Road, Solihull B91 3QQ	FGO Workgroup and Workgroup 0565 <ul style="list-style-type: none"> Conclusion of Workgroup Report

Workgroup 0565 (as of 12 August 2106)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0565/0601	20/06/16	10.	National Grid Distribution (CWa) to produce a document, explaining the approach to historic liabilities, including the transition process from existing the process to the new process.	National Grid Distribution (CWa)	Carried Forward <i>(Due on 23 Aug 16)</i>
0565/0606	20/06/16	10.	National Grid Distribution (CWa) to provide further clarity for point 2.4.3 in the Cost of Change section, as to who is responsible for paying the additional costs for a cost estimate if a ROM is not sufficient.	National Grid Distribution (CWa)	Carried Forward <i>(Due on 23 Aug 16)</i>
0565/0607	20/06/16	10.	Xoserve (AMi) to:- a) Provide further clarity on the Change Order process for a cost estimate or a ROM is required, what is the trigger; b) At what point does a Change Order trigger an external cost estimate.	Xoserve (AMi)	Carried Forward <i>(Due on 23 Aug 16)</i>
0565/0608	20/06/16	10.	Xoserve (AMi) to provide clarity in relation to internal and external financial spend regarding the proposed Change Order process.	Xoserve (AMi)	Carried Forward <i>(Due on 23 Aug 16)</i>
0565/0609	20/06/16	10.	National Grid Distribution (CWa) to provide more detail/information regarding the appeal process with a perception of circumstances where this might be appropriate.	National Grid Distribution (CWa)	Carried Forward <i>(Due on 23 Aug 16)</i>

0565/0610	20/06/16	10.	Xoserve (AMi) to provide greater clarity and information concerning the costs in the Modification process.	Xoserve (AMi)	Carried Forward <i>(Due on 23 Aug 16)</i>
0565/0701	13/07/16	2.1	Shippers to consider the CDSP Direct Service Code Lines and provide Xoserve with any feedback/concerns	All Shippers	Closed
0565/0801	03/08/16	2.0	National Grid Distribution (CWa) to arrange a Data Protection Legal Review teleconference.	National Grid Distribution (CWa)	Pending
0565/0802	03/08/16	3.0	All to propose remedies for the CDSP.	ALL	Pending
0565/0803	12/08/16	2.0	GDN's & iGT's to consider the funding of agency Non Code Services, in particular the relationship with SPAA.	GDN's & iGT's	Pending
0565/0804	12/08/16	2.0	National Grid Distribution (CWa) said he would investigate the invoicing process to be adopted for the 'Must Reads' process once the ACS was no longer operational.	National Grid Distribution (CWa)	Pending