

UNC Project Nexus Workgroup Minutes
Tuesday 08 September 2015
31 Homer Road, Solihull B91 3LT

Attendees

Blanka Caen	(BCa)	British Gas
Bob Fletcher (Chair)	(BF)	Joint Office
Bobbie Gallacher	(BG)	Dataserve
Bredan Cooper*	(BCo)	GDF Suez
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON
David Addison	(DA)	Xoserve
Edd Hunter	(EH)	RWE npower
Emma Lyndon	(EL)	Xoserve
Gurpal Singh	(GS)	First Utility
Huw Comerford	(HC)	Utilita
Jaimie Simpson*	(JS)	GDF Suez Energy
James Hill	(JH)	EDF Energy
James Kleiner-Mann*	(JKM)	Wingas UK
Karen Visgarda (Secretary)	(KV)	Joint Office
Lorna Lewin	(LL)	DONG Energy
Mark Jones	(MJ)	SSE
Michele Downes	(MD)	Xoserve
Mike Fensome	(MF)	RWE npower
Naomi Nathanael*	(NN)	Plus Shipping Services
Rachel Duke*	(RD)	EDF Energy
Steve Mulinganie	(SM)	Gazprom
Sue Cropper	(SC)	British Gas

*via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/nexus/080915>

1. Introduction and Status Review**1.1. Minutes (11 August 2015)**

The minutes of the previous meeting were then approved.

1.2. Actions

0606: Xoserve to confirm when the User Pays Charges for the iGT smart metering data migrations, Modification 0467, will be advised.

Update: MD advised that the information was currently being collated and aimed to have an update at the next month's meeting. **Carried Forward.**

0801: MD to further investigate file size capabilities.

Update: MD had been under the impression that the Shippers were going to confirm if the assumptions were correct. See remainder of discussion under item 3 below.

Carried Forward.

0802: Xoserve to respond on how UKLIEF will manage minutes and actions.

Update: DA confirmed that there had been discussion at the last UKLIEF meeting and Darren Jackson has collated an Action Log based on the discussions. There are no plans for minutes to be provided at this time. CB stated she did not feel this was satisfactory, as how would actions be brought forward or completed without an audit trail record against the discussion, the process lacks context. DA stated he would pass this comment on to Darren Jackson and confirmed this action was now closed.

Closed.

0803: Prime and Subs - Xoserve to provide a procedure based on Option 1 - coordinating check reads and synching.

Update: MD confirmed that Xoserve were overviewing this via a presentation.

Carried Forward.

0805: DNs to provide an update on engineering out Prime and sub meter configurations.

Update: CW confirmed that three updates were provided and published from National Grid Distribution, Northern Gas Networks and Wales and West Utilities and that Scotia Gas Networks had provided a verbal update. **Closed.**

1.3. Pre-Modification discussions

None.

2. Workgroups

2.1. 0531 – Provision and Development of Industry Testing Prior to Nexus Go-live

(Report to Panel 19 November 2015)

www.gasgovernance.co.uk/0531

2.2. 0532 – Implementation of Non-Effective Days (Project Nexus transitional modification)

(Report to Panel 19 November 2015)

www.gasgovernance.co.uk/0532

3. Volumetrics

MD provided an overview as per the discussion for Action 0801.

An in-depth general discussion took place regarding the fact the Shippers were actually wanting detailed volumetric data, for go live BAU (Business As Usual) which would also need to include backlog and the transitional data sets. SC & BCa raised the concern that the Shippers needed assurances and proof that Xoserve were going to be able to cope with the volume and be able process the large amount of data that could be sent to Xoserve following 'go live'. MD stated that there were no restrictions on file sizes or volumes regarding processing the files required to meet the non functional BRD. MD also stated that there were no issues expected with the monthly read for Class 3 & 4.

General discussion continued concerning the fact the Shippers needed to have sight of the volumetric data to give them confidence in Xoserve's ability to process the potentially increased file sizes. MD stated she had provided an assumptions document in July and had requested feedback from all the Shippers at that time, and DA confirmed this document is to be updated and republished. Certain Shippers stated they had provided their feedback and were still awaiting detailed volumetric file data from Xoserve. DA stated that there was obviously a previous mis-communication and he would take the action to provide detailed volumetric data for the Shippers.

New Action 0901: Xoserve (DA) to provide detailed volumetric data to confirm Xoserve's capability to deal with larger file sizes and volumes.

DA explained with regards to IX, this was presently causing Xoserve some issues due to potential pipeline restrictions and that coupled with other file transfer issues. He stated there are no plans to deploy software to the Shippers side of the gateway and that Xoserve had not yet identified the scale of the invoicing file issue. BCa stated this was only part of the issue with regards to the large file handling that will be needed in the future, especially in relation to the rolling AQ files.

Further in-depth discussion took place as to the urgent nature of this volumetric data becoming available for the Shippers, and how this could be accelerated via another Workgroup, instead of having to wait until the next Nexus Workgroup meeting in October. DA suggested the UKLink Committee could possibly be the appropriate group in order to accelerate this topic, as volumetric data is discussed in this forum, however, he did state that the level of the discussions were perhaps too 'light weight' for this urgent issue.

MD stated that initially the Shippers were going to talk with Xoserve on a one to one basis. BCa stated this was not the right approach and that the discussions needed to be as a group to understand the impact of the end to end solution on all participants. DA stated that he appreciated some Shippers had concerns with regards to the file sizes, RGM flows, the asset update list and the transactional aspect of both IX and EFT. BCa again reiterated that the Shippers needed to see the volumetric calculations for all file sizes and proof of how Xoserve propose to manage that process. MJ also stated that there is concern with 'go live' from an AQ September Reads perspective with what could be, a large in-flux of reads on any one day following go-live, and how Xoserve will manage that process. NN wanted assurances that read capabilities and RGMA data would also be included in any discussions.

DA stated he would discuss all the requests with the rest of the Xoserve team and make the data available, however, he did not want to set up another group or forum to specifically discuss this topic. Instead DA proposed that as discussions are taking place to increase the amount of UKLink Committee meetings, it would be appropriate to consider volume issues in that group. DA appreciated further discussions were required from a governance perspective and as to whether this was even possible. BCa wanted to propose that the volumetric data topic be discussed in a variety of different workgroups to reach a larger and more diverse audience. DA stated this was not the right approach, as it could lead to a number of different debates and cross communications.

MJ suggested that a definition of 'Volumetric Data' was required to clarify exactly what is meant by this term, as he felt that in a number of cases, there could be confusion internally within the Shippers own IT departments, as this term can be interpreted differently.

4. AQ Validation Rules

MD stated that following on from the last meeting the Transitional AQ Validation Rules for Modification 0528V have now been published.

5. Standards of Service Query Management Operational Guidelines

Xoserve (MD) confirmed that following the last meeting the CMS 6.1 and Nexus 7.1 changes had now been published and had been updated for the UNCC meeting in October. MD requested any subsequent changes or comments to be sent to her directly and she wanted to close this at the next meeting.

6. Prime and Sub-deducts

CW overviewed the three updates from National Grid Distribution, Northern Gas Networks and Wales and West Utilities and provided a verbal update from Scotia Gas Networks. General discussion took place regarding Progress to date for each network and how many sub-deduct arrangements are likely to left once the process was completed.

New Action 0902: CW to provide an in-depth explanation for the high number of “not sub-deduct” sites which are assumed to be check read meters.

MD overviewed the presentation 'Project Nexus Workgroup Managing P&S Check Reads' and provided the background following on from the statistics provided from June and presentations in August. MD explained that at the previous meeting the 4 options were discussed and she wanted to discuss these options again to provide clarity.

The options were:-

Option 1: - Co-ordinate on behalf of Shippers

Option 2: - Shipper co-ordination between themselves

Option 3: - No co-ordination

Option 4:- GT Obligation

General discussion took place regarding the physical meter reading process with regards to Option 4, and whether this was possible regarding the re synching of prime meters and the sub meters, where AMR was present on the subs and the prime was DM, as this would be the same supplier reading that meter. CB wanted to know if the meter reading had to be done by the supplier at the time the GT was on site or whether could be done a later date. MD stated the Meter and Meter reading had to be done at the same time. SM wanted to know why the individual components could not be reconciled remotely if the GT confirmed the physical meter reading. BF explained that to reconcile the gap at a later date, it would depend on the availability AMR meter reads for the specific day concerned. CW stated that Code is clear that the meter reading has to be done at the same time for each meter in the arrangement. SM proposed if that was the case, he would taking the AMR's off the meters as that co-ordination would be an issue. MD then stated that Xoserve would be doing all the co-ordination with regards to the NDMs.

General discussion took place regarding which option was the most favourable, Xoserve stated Option 1, was their preferred solution as Shipper/Suppliers would still be responsible for the reads. SM disagreed and said Option 4 was a more favourable option to the Shippers and that if it is was required, he would raise a new modification with words to this affect. CW stated that the process should be done on a consensus basis, and that Option 4 was not a realistic option as it would mean someone from the suppliers had to be present, as National Grid Distribution could not tamper with their meters. It was agreed that MD to produce a 'Procedure Document' for the UNCC.

New Action 0903: Xoserve (MD) to produce a Procedure Document concerning Options 1 and 4.

7. UNC Supplementary Documents

MD provided a summary of the UNC change marked version of the supplementary documents for the Shared Supply Meter Points Guidelines.

8. Nexus Requirements Clarification Log

MD provided an update on the requirements log. GS asked if there would be any data file format changes and SCr stated she did not want to have to deal with any new or additional file formats. General discussion took place and it was agreed that MD would provide detailed process flows and examples for the next meeting to clarify the process for the options.

New Action 0904: Xoserve (MD) to produce process flows and examples of the options to give greater clarity.

Further discussion took place regarding the fact the Shippers did not want any file format changes at this late stage and MD stated if these were required they would go through the UKLink Committee.

Validation Rules

MD explained that the Validation Rules had been updated at the last meeting and had now been published. She requested that all parties review them and respond directly to her with any comments. MD will then amend them in readiness for the UNCC meeting in November. CW wanted to highlight how the 'back stop date' would be communicated to the Shippers with regards to AQ corrections.

9. BRDs

MD provided the BRD update report to summarise recent changes and confirmed that recent Q&As had now been incorporated.

10. Issues

No new issues raised.

11. Any Other Business

BF stated that a new high-level document; 'Nexus Modifications Interactions' had been produced to assist new comers into the industry to show how the Nexus project and specific modifications link together. BF stated this is to be published on the Joint Office website and asked for comments. Participants were generally favourable and suggested it should be published on the Nexus page.

RD wanted to know if there were any plans to republish the BRD for Retrospective Adjustments. MD stated that the latest is published as version 4.3. MF asked during the commencement of the design workshop would that change in respect of the BRD. MD stated no it would not, as the requirements would not change, it may only be the delivery medium that could be amended.

12. 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
Tuesday 13 October 2015	31 Homer Road, Solihull. B91 3LT.	Nexus Workgroup including: Workgroups 0531 and 0532
Tuesday 10 November 2015	31 Homer Road, Solihull. B91 3LT.	Nexus Workgroup including: Workgroups 0531 and 0532

Tuesday 08 December 2015	31 Homer Road, Solihull. B91 3LT.	Nexus Workgroup
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Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0606	08/06/15	12.2	Xoserve to confirm when the User Pays Charges for the iGT smart metering data migrations, Modification 0467, will be advised.	Xoserve (MD)	Carried forward
0801	11/08/15	1.1	Volumetric Assumptions - MD to further investigate file size capabilities.	Xoserve (MD)	Carried forward
0802	11/08/15	1.1	Xoserve to respond on how UKLIEF will be manage minutes and actions.	Xoserve (MD/DA)	Closed
0803	11/08/15	5.0	Prime and Subs - Xoserve to provide a procedure based on Option 1 - coordinating check reads and synching.	Xoserve (MD)	Carried forward
0805	11/08/15	5.0	DNs to provide an update on engineering out Prime and sub meter configurations.	All DN's	Closed
0901	08/09/15	1.0	Xoserve (DA) to provide detailed volumetric data to confirm Xoserve's capability to deal with larger file sizes and volumes.	Xoserve (DA)	Pending
0902	08/09/15	6.0	National Grid Distribution (CW) to provide an in-depth explanation for the high number of "not sub-deduct" sites which are assumed to be check read meters.	National Grid Distribution (CW)	Pending
0903	08/09/15	6.0	Xoserve (MD) to produce a Procedure Document concerning Options 1 and 4.	Xoserve (MD)	Pending
0904	08/09/15	8.0	Xoserve (MD) to produce process flows and examples of the options to give greater clarity.	Xoserve (MD)	Pending