

UNC Project Nexus Workgroup Minutes
Tuesday 11 August 2015
31 Homer Road, Solihull B91 3LT

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HCu)	Joint Office
Andrea Bruce*	(AB)	Scottish Power
Anne Jackson	(AJ)	SSE
Blanka Caen	(BC)	British Gas
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON
David Addison	(DA)	Xoserve
Ed Hunter	(EH)	RWE npower
Emma Lyndon	(EL)	Xoserve
Glen Nixon	(GN)	Utiligroup
Huw Comerford	(HC)	Utilita
Jaimie Simpson*	(JS)	GDF Suez
Leigh Chapman	(LC)	First Utility
Michele Downes	(MD)	Xoserve
Naomi Nathanael*	(NN)	Plus Shipping Services
Rachel Duke*	(RD)	EDF Energy
Steve Russell	(SR)	RWE npower
Sue Cropper	(SC)	British Gas
Steve Mulinganie*	(SM)	Gazprom

*via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/nexus/110815>

1. Introduction and Status Review**1.1. Minutes (24 July 2015)**

SC provided an amendment to the 24 July minutes under section 7 - UNC Supplementary Document, subheading Volumetric Assumptions, as follows:

Volumetric Assumptions

General discussion took place concerning meter reads and SN wanted more detail regarding the Class 3 reads. MD explained that the assumption is based on Class 3 reads being submitted in one batch within the 5 day window, before M+10. [BC stated she presumed that Xoserve we not changing the hardware, so if the Shippers started to submit on a weekly basis, would this be acceptable with regards to the limits on file size. MD explained that she needed to further investigate this in relation to the file size capabilities.](#)

BC stated she presumed that Xoserve we not changing the hardware, so if the Shippers started to submit on a weekly basis, would this be acceptable with regards to the limits on file size. MD explained that she needed to further investigate this in relation to the file size capabilities. BC asked if Class 4 reads could be submitted at the end of the month. MD stated that Xoserve have allowed for peak days before end + 10. BC sought clarification regarding what would happen if people submitted Class 3 and 4 reads simultaneously, would Xoserve be able to process these. BC stated this could happen, especially in the situation of a Change of Use. MD referenced the assumptions on Class take up, and based on this read submission would not be an issue. MD requested that Shippers provided Xoserve with further information if they believed any of the assumptions to be incorrect or their planned Class uptake and read submissions, specifically for the number of retro adjustments as this was an unknown.

General discussion took place concerning the Reconciliations Process and BC requested greater written clarification regarding this process to be added into the documentation to confirm the procedures also clarification surrounding the 'In Day Switching' process.

JH queried the invoicing process specifically the size of invoice files and how Xoserve will manage that process. MD stated that the Xoserve Customer Teams are currently looking at the file sizes relating to invoicing individually with Shippers.

New Action 0801: MD to further investigate file size capabilities.

SC explained that the volumetric issue is a very important item and she would like a response to the number of points that have been raised.

SC also suggested a standard agenda item relating to volumetrics. She expressed some concern that UKLIEF minutes are not taken and actions are subsequently not reviewed.

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

The minutes of the previous meeting were then approved.

1.2. Actions

0103: Xoserve (MD) to investigate and provide an update on how flows are prioritised, including prioritisation selection criteria.

Update: MD confirmed a diagram had been published to illustrate the sequence of batch processes, she highlighted the diagram does not include any dependencies or retrospective updates and is illustrative only. The Workgroup considered the diagram. AJ enquired if it was based on system business days and CB requested if some of the dependences could also be added to the diagram as a supporting note. MD confirmed both requests would be considered and an updated diagram provided. **Closed.**

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

Update: MD hoped to have an update at the next month's meeting. **Carried Forward.**

0701: Non Effective Days - Xoserve (DA) to provide clarification regarding the treatment of LPAs during effective days and the process.

Update: DA reported that the LPAs were expected to be continuous and will carry on, however he provided a caveat that there will be changes to some of these files. DA confirmed Xoserve are looking at the generation of files and the cut-over period and an update is to be provided to the Nexus Workgroup and UK Link Committee. **Closed.**

0702: Non Effective Days - Xoserve (DA) to discuss with Ofgem the non-effective days number and the associated impacts.

Update: DA confirmed this has been recently flagged with Jon Dixon at Ofgem for them to respond with any fundamental concerns. CW believed Ofgem had previously provided a view and didn't have any concerns. CB believed that the issue is about the justification of alignment of the number of non-effective days with iGTs and that these should be kept to a minimum unless evidence proved otherwise. AJ highlighted that the UNC modification had not been concluded but the iGT modification had and parties need to ensure these were aligned where possible. DA believed discussions have been held, the iGT modification has 6 non-effective days and if the principal is retained for the UNC then Saturday 01 October 2016 may potentially have to be used as an effective day. AJ believed this could be complicated, she understood files could be received and later processed on the Monday. CM believed that the iGTs needed more days. It was deemed further consideration would be required to align with iGTs as the iGT modification is based on a 2015 timeline, whereas the UNC modification is based on Saturday 01 October 2016. CB suggested the iGT72 modification may need a further modification to address the implementation date. DA believed it is likely that the principal of a 7/7 approach will be used and the cut off point will be the same. It was agreed to close the action and discuss within the 0532 Workgroup to consider any associated impacts with the approach. **Closed.**

1.3. Pre-Modification discussions

None.

2. Workgroups

2.1. 0528 – Implementation of Supply Point Administration, gas allocation and settlement arrangements (Project Nexus transitional modification)

(Report to Panel 17 September 2015)

www.gasgovernance.co.uk/0528

2.2. 0531 – Provision and Development of Industry Testing Prior to Nexus Go-live

(Report to Panel 17 September 2015)

www.gasgovernance.co.uk/0531

2.3. 0532 – Implementation of Non-Effective Days (Project Nexus transitional modification)

(Report to Panel 17 September 2015)

www.gasgovernance.co.uk/0532

3. AQ Validation Rules

MD provided a summary of the changes made to the Transitional AQ Validation Rules. The Workgroup considered Modification 0528 and agreed the rules needed to be attached to the modification to make parties aware of it. It was agreed to publish the Transitional AQ Validation Rules alongside the modification on the 0528 web page.

4. Standards of Service Query Management Operational Guidelines

MD provided a tracked changed document (version 6.1). MD highlighted two changes were required for CMS and Modification 0432. MD summarised the changes within the appendices.

CB suggested producing a pre-Nexus version with an additional changed marked version for post-Nexus. Xoserve agreed to produce and issue two versions for the UNCC to approve.

5. Prime and Sub Statistics

MD summarised the options discussed at the previous meeting and requested a view from Shippers on which option to proceed with. MD explained that Option 1, where Xoserve would co-ordinate the process, wouldn't need any file format or process changes, whereas Option 4 would require changes to files and processes.

SM expressed a preference for Option 4. SC preferred Option 4 in terms of an enduring solution, however would prefer not to see system changes and would therefore choose Option 1. RWE concurred with British Gas. SM suggested those parties who have registered meter points in a prime and sub configuration should have the final choice on the approach to be adopted.

CB expressed concern about the reconciliations, the impact if a Shipper is less proactive and the damage that could be caused without due control and co-ordination.

GN also expressed concern with re-syncing the logger and that some coordination would still be required with Shippers for re-syncing. AJ also highlighted the required co-operation and involvement of consumers and their acceptance that the activity needs to be undertaken within a defined window.

CW suggested that Xoserve work with Option 1 and consider how the lack of co-operation could impact the process and if this encountered how this could be addressed.

MD highlighted that there are 356 meter points which sit within prime and sub configurations, that currently require a check read and that 276 of these are NDM where the Shipper has the obligation to read, assuming no AMR equipment, which wouldn't need re-synchronising. CW commented that this is a reducing number as transporters were in the process of engineering out primes and subs where possible.

Xoserve agreed to formulate and summarise a procedure at the next meeting including timelines and suggested communication.

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

SM also asked for consideration of any back billing where co-ordination fails.

CW agreed to try and co-ordinate a progress update from all DNs on engineering out the prime and subs.

Action 0804: DNs to provide an update on engineering out Prime and sub meter configurations.

6. UNC Supplementary Documents

MD provided a summary of the UNC supplementary documents and confirmed which documents are being updated and which documents will be submitted to the UNCC for approval.

The Shared Supply Meter Points Guidelines have been submitted for UNCC approval in August or September.

7. Check Reads and Re-Synch Calculation

MD explained as a result of read validation rules a new section has been added to undertake as many validations as possible. MD explained the separation of sets within the submission process. The market breaker tolerance was also considered under section 3.

Further updates were suggested and Xoserve agreed to update the document.

SM enquired about the unique site walkthrough and asked for clarification of whether these are in scope or not. CW explained further consideration is required for unique sites which may require a new modification.

8. Nexus Requirements Clarification Log

MD provided an update on the requirements log.

MD clarified for AQ amendments an AQ correction can be submitted by the new Shipper for up to three months. SM enquired about the limitation and that the identification of a problem may not be made within the first 3 months. MD believed the requirement log was considered in September 2014 and the existing window was increased to 3 months. MD explained that the months was in the BRD under Modification 0432 and would need a modification to extend beyond the 3-month period. However as this is a parameter change only the system change would be fairly simple.

SM enquired about the BTU process to manage particular scenarios and asked where shippers would obtain information on the process to follow. It was agreed to provide further clarity.

MD also highlighted that the bank details provided on invoices are not stored or maintained within UK Link. It was proposed rather than potentially listing incorrect bank details on invoices Xoserve would use a default sort code and bank account number ie. 99-99-99. SR suggested it would be more helpful for Shippers to be provided with actual data rather than using dummy data.

9. BRDs

MD provided the BRD update report to summarise recent changes.

SC asked about the Q&As and that the BRD may need to be updated to reflect any recent Q&As. MD agreed to review and update and if necessary provide a presentation in support of any updates.

10. Issues

No new issues raised.

11. Any Other Business

None.

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 08 September 2015	31 Homer Road, Solihull. B91 3LT.	Nexus Workgroup including: Volumetrics Workgroups 0531 and 0532

Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0103	20/01/15	3.2	To investigate and provide an update on how flows are prioritised, including prioritisation selection criteria. Provide clarity of assumptions and SLAs.	Xoserve (MD/AMcL)	Closed

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
0701	15/07/15	2.	Non Effective Days – Xoserve to provide clarification regarding the treatment of LPA's during effective days and the process.	Xoserve (DA)	Closed
0702	15/07/15	2.	Non Effective Days – Xoserve to discuss with Ofgem the non effective days number and associated impacts	Xoserve (DA)	Closed
0801	11/08/15	1.1	Volumetric Assumptions - MD to further investigate file size capabilities.	Xoserve (MD)	Pending
0802	11/08/15	1.1	Xoserve to respond on how UKLIEF will be manage minutes and actions.	Xoserve (MD/DA)	Pending
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)	Pending
0805	11/08/15	5.0	DNs to provide an update on engineering out Prime and sub meter configurations.	All DNs	Pending