

UNC Project Nexus Workgroup Minutes
Tuesday 13 October 2015
31 Homer Road, Solihull B91 3LT

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HCu)	Joint Office
Bobbie Gallacher*	(BG)	Scottish Power
David Addison	(DA)	Xoserve
Emma Lyndon	(EL)	Xoserve
Huw Comerford	(HCo)	Utilita
Jaimie Simpson*	(JS)	GDF Suez Energy
Jon Dixon*	(JD)	Ofgem
Leigh Chapman	(LC)	First Utility
Lorna Lewin	(LL)	DONG Energy
Mark Jones	(MJ)	SSE
Michele Downes	(MD)	Xoserve
Mike Fensome	(MF)	RWE npower
Rachel Duke*	(RD)	EDF Energy
Richard Pomroy*	(RP)	Wales & West Utilities
Steve Mulinganie*	(SM)	Gazprom
Steve Rogers	(SR)	RWE npower
Sue Cropper	(SC)	British Gas

*via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/nexus/131015>

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

The minutes of the previous meeting were 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 confirmed that User Pays invoices needed to be issued. A plan is currently being worked out to avoid issuing all the invoices in the same month. It is hoped the plan will be completed by 04 November 2015. An update is to be provided at the next meeting. **Carried Forward.**

0801: MD to further investigate file size capabilities.

Update: DA explained that the assumptions are currently being worked on and Xoserve were dealing with this through the UK Link committee. He confirmed a more informed debate would take place during the UK Link committee meetings. MF asked about the compression and token files. The Workgroup agreed to refer the file sizes to UK Link and where the profiles have changed these would be included in the UK Link templates. Legacy files will also be examined. See item 3.0. **Closed.**

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

Update: MD confirmed a guideline document had been produced and published for consideration. See item 7.0. **Closed.**

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

Update: See tem 3.0. **Closed**

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.

Update: Item deferred. **Carried Forward.**

0903: Prime and Subs - Xoserve (MD) to produce a Procedure Document concerning Options 1 and 4.

Update: MD confirmed a guideline document had been produced and published for consideration. See item 7.0. **Closed.**

0904: Requirements Log (file format changes) - Xoserve (MD) to produce process flows and examples of the options to give greater clarity.

Update: Requirements Log updated. See item 5.0. **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

DA provided the Volumetric presentation. He explained at the last Nexus meeting questions were raised around the actual numbers and the previously provided assumptions. DA proposed to provide the assumed volumetrics and the maximum design volumes against the expected usage volumes which UK link had been designed.

DA was concerned about parties taking any volumetrics out of context without first taking account of the potential risks of changing anticipated design volumes. He suggested that some control or communication exercise needs to take place to ensure the some shippers are not able to take up all the system capacity volumes to the detriment of others, that any significant changes to predicted class take up should be flagged to Xoserve with reasonable notice. He also suggested a change in expected behaviours for example, the number number of meter reads submitted during a month, may impact the availability of systems to manage other processes. DA wished to better understand the likely Shipper utilisation and stressed the need to consider utilisation using an agreed forecasting strategy. He was keen for the Workgroup to test the assumptions and consider the expected utilisation before the numbers are released to make sure they are considered with some context.

SM expressed concerned that some parties were worried about volumes, yet he had been assured that any volumes submitted by parties with smaller portfolios would not be impacted regardless of what class or type of read was submitted. DA explained there is a risk a party can act without fore-notice and impact other areas, particularly if they have a large portfolio.

DA explained within the current UK Link Manual there is a process set out to support the appropriateness of the system's capability and capacity, Users can be requested to provide accurate forecasts of system usage. MJ explained that parties will have aligned internal processes to optimise their position, for example submitting reads to take advantage of the rolling AQ process.

DA was keen to understand the potential peaks to help Xoserve define the system capability, as he wanted to be in a position to provide a meaningful report of expected utilisation against capability.

SM wanted to understand the likely costs. He believed where there were commercial ramifications it shouldn't be the sole responsibility for the UK Link committee to make decisions. SM believed it would be worthwhile Shippers understanding the cost of building the system to manage peak data submissions against the spreading out of submissions over a longer period of time, ie. what is the cost of building to a smooth vs maximum.

BF enquired if a modification would be required to address any design volumes. BF explained without a modification or escalation of an issue to the UNCC, the Nexus Workgroup would have no formal ability to enforce changes that are considered to be within the scope of UKLink Committee.

SC wanted assurance that no Shipper would be disadvantaged by volume restrictions due to portfolio size. They were keen to understand Xoserve volume predictions as they felt these were insufficient to meet the likely industry requirements

DA proposed that the industry might want to consider a requirement on Users to provide 12 monthly forecasts as currently set out in the UK Link manual, to assess system usage and potential, peaks. HCo asked how much lead time would Xoserve need to change system capability based volume forecasts? DA explained that number of assumptions would first need to be understood, and this would then come back to a scale question and the demand required. Without going through the assumption exercise he challenged the value of building a system at the top end with significant capability built in which was not utilised.

BF suggested Xoserve could provide information based on the maximum volumes, against the current deemed usage to encourage parties to consider. DA asked if Xoserve could assume that the existing volumetrics on the system will be prevailing at cutover. SM suggested the Project Nexus Steering Group could also be utilised to encourage Shippers to provide responses through the PwC portal. DA agreed to raise the issue with the Xoserve Project Nexus Steering Group representative.

Action 1001: DA to discuss the way forward, to engage Shippers to provide expected volume usage/system demand with the Xoserve Project Nexus Steering Group representative.

4. UNC Supplementary Documents

MD confirmed that clean and changed marked versions of the Shared Supply Meter Points (SSMP) guide and procedures had been provided for reference and further consideration, before being submitted to the UNCC approval. It was agreed all parties should review the document and provide any feedback before the next meeting.

Action 1002: All to review and consider the SSMP guide for UNCC approval.

5. Read Validation Rules

MD provided a presentation on the Read Validation rules following transfer of ownership, and provided a number of options for consideration. MD provided an explanation of the options for the transfer read process.

SM suggested parties would need to consider the options and provide feedback to Xoserve on their preferences.

The Workgroup agreed to consider Xoserve’s proposals and recommendations and review further at the next Workgroup meeting.

Action 1003: Shippers to provide Xoserve confirmation of how Shippers systems have been built for each of the Read Validation scenarios and a view on their preferred option.

6. Standards of Service Query Management Operational Guidelines

MD confirmed that no comments had been provided. She requested confirmation from the Workgroup if this could now be considered as baselined. The Workgroup confirmed the changes.

7. Prime and Sub-deducts

MD confirmed a guideline document had been provided for reference and further consideration; the background and process will need to be reviewed at the next meeting.

8. Issues

No new issues raised.

9. Any Other Business

9.1. Retrospective Workshop Issues

MD confirmed at the meter removal retrospective workshops, three issues had been raised. It was agreed to bring these to Nexus. One of these would require a modification to address the issue.

3 issues:

1. Where a Shipper updates data in a previous Shippers ownership they are not notified of the update and not aware of the financial adjustment.
2. Request for a meter removal prior to an actual read recorded will be rejected. Shippers believed there are cases where the meter removal should be accepted even where actual reads are recorded post the removal effective date.
3. Provision of Site Visit and Check Read details where daily read equipment is installed may not be carried out when work is carried out on the meter.

MD was mindful that systems shouldn’t be built for exceptions. SP believed some of these issues may have been previously considered and challenged whether it was appropriate to re-open these debates.

SM believed check reads are submitted separately to the asset update, and check reads should only be submitted as a check read and to make sure it is a check read not a read taken for any other purpose. Shipper must ensure the requirement for a check read is fulfilled.

The Workgroup briefly discussed each of the issues and agreed [that the three principles should remain and the requirements not changed. The Workgroup agreed](#) to consider these ~~for further~~ [and if necessary](#) ~~discussion~~ at the next Workgroup meeting.

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

		<p>Volumetric Update</p> <p>Read Validation options</p> <p>SSMP guidance document</p> <p>Primes & Sub-deducts guidance document</p> <p>Retrospective Workshop Issues</p>
Tuesday 08 December 2015	31 Homer Road, Solihull. B91 3LT.	Nexus Workgroup

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)	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)	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)	Closed
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)	Carried Forward
0903	08/09/15	6.0	Prime and Subs - Xoserve (MD) to produce a Procedure Document concerning Options 1 and 4.	Xoserve (MD)	Closed
0904	08/09/15	8.0	Requirements Log - Xoserve (MD) to produce process flows and examples of the options to give greater clarity.	Xoserve (MD)	Closed
1001	13/10/15	3.0	DA to discuss the way forward, to engage Shippers to provide expected volume usage/system demand with the Xoserve Project Nexus Steering Group	Xoserve (MD)	Pending

Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
			representative.		
1002	13/10/15	4.0	All to review and consider the SSMP guide for UNCC approval.	All	Pending
1003	13/10/15	5.0	Shippers to provide Xoserve confirmation of how Shippers systems have been built for each of the Read Validation scenarios and a view on their preferred option.	Shippers	Pending