

**Project Nexus Workgroup Minutes**  
**Wednesday 18 February 2015**  
**via Teleconference**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HC)	Joint Office
Alexa St Clair	(ASC)	Opus Energy
Andrea Bruce	(AB)	Scottish Power
Brendan Cooper	(BC)	GDF Suez
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON
Edward Hunter	(EH)	npower
Emma Lyndon	(EL)	Xoserve
Karen Kennedy	(KK)	RWE npower
Leigh Chapman	(LC)	first:utility
Lorna Lewin	(LL)	DONG Energy
Mark Jones	(MJ)	SSE
Michelle Downes	(MD)	Xoserve
Mike Fensome	(MF)	RWE npower
Naomi Nathanael	(NN)	Plus Shipping Services
Steve Mulinganie	(SM)	Gazprom
Sue Cropper	(SC)	British Gas

Copies of all papers are available at: <http://www.gasgovernance.co.uk/nexus/180215>

**1. Introduction and Status Review**

**1.1. Minutes**

The minutes of the previous meeting on 10 February 2015 were not reviewed.

**1.2. Actions**

All actions were deferred until 10 March 2015.

**NEX0201:** Xoserve (MD) to investigate whether or not it is feasible to break down AQ tolerance band 1 to 20,000 to identify the smaller AQ ranges, or whether adding empty bands is an alternative option.

**Update:** Deferred until 10 March meeting. **Carried Forward**

**NEX0202:** All parties to confirm whether or not they believe they really need the Spec Calc provisions going forward.

**Update:** Deferred until 10 March meeting. **Carried Forward**

**NEX0101:** Ofgem (JD) to issue an industry communication clarifying their position on the non-effective days provisions.

**Update:** Deferred until 10 March meeting. **Carried Forward**

**NEX0103:** Xoserve (MD) to investigate and provide an update on how flows are prioritised, including prioritisation selection criteria.

**Update:** Deferred until 10 March meeting. **Carried Forward**

**NEX0104:** Xoserve (MD) to confirm the outcome of discussions on file format with regard to Transmission sites.

**Update:** Please refer to action NEX0103. Deferred until 10 March meeting. **Carried Forward**

**NEX0105:** *Reference REQ31* – Xoserve (MD) to consider whether the proposed solution for read validations would work, or whether a suitable alternative is available (i.e. add a new flag within the RGMA flows).

**Update:** See item 2.1 below. **Carried Forward**

**NEX0106:** *Reference REQ32* – National Grid (CW) & Xoserve (MD) to consider what Primes & Subs information could be made available to users.

**Update:** Deferred until 10 March meeting. **Carried Forward**

**NEX0107:** Joint Office (BF/MB) & Xoserve (MD) to consider the best option for providing a centralised BRD based repository for BRD related presentations going forward.

**Update:** Deferred until 10 March meeting. **Carried Forward**

**NEX0203:** *AQ Corrections* - Xoserve (MD) to double-check whether these should be defined as calendar days or Business Days.

**Update:** Deferred until 10 March meeting. **Carried Forward**

**NEX0204:** *AQ Corrections* - Xoserve (MD) to update BRDs to reflect discussions and provide a summary of changes, plus identification of the place holder locations on the Joint Office web site.

**Update:** Deferred until 10 March meeting. **Carried Forward**

**NEX0205:** *AQ Corrections* - Xoserve (MD) to double check whether or not the 9 month AQ correction window delay trigger is parameterised or not and to also consider how current Code provisions might have an impact.

**Update:** Deferred until 10 March meeting. **Carried Forward**

**NEX0206:** *AQ Corrections* - Xoserve (AM) to consider provision of an 'interim' workaround (manual) process relating to running a report to highlight anomalous reads (inc. supporting telephone calls), plus look to provide some draft business rules around what parameters any trigger criteria would / could be based on.

**Update:** Deferred until 10 March meeting. **Carried Forward**

**NEX0207:** *BRD Change Tracking* - Xoserve (AM) to enhance the BRD tracking table provision in line with discussions and provide a BRD log where any comments and Xoserve responses are highlighted.

**Update:** Deferred until 10 March meeting. **Carried Forward**

**NEX0208:** *Retrospective Updates* - Xoserve (MD) to provide some timelines around the Retrospective Update Request Received Prior to Shipper Transfer process and to confirm whether or not it is only the Registered Shipper that can make changes.

**Update:** Deferred until 10 March meeting. **Carried Forward**

**NEX0209:** *Retrospective Updates* - Xoserve (MD) to provide examples (inc. how the system would validate a read following a consumption adjustment) around how retrospective asset updates are expected to work, in time for consideration at the 18 February Workgroup meeting.

**Update:** Deferred until 10 March meeting. **Carried Forward**

## 2. Issues

### 2.1. Requirement 31 – Read Validation

MD confirmed that Xoserve would be able to include an additional AQ Band as requested at the previous meeting.

MF asked about introducing 7 extra bands (between 1 and 20,000 kWh) and provided a table showing a range of [Tolerance bands](#). KK explained that the table set the up lower and upper limits, the actual tolerances that would pass validation and what would be considered to be a market breaker. KK acknowledged that the percentage drops significantly from 1-20,000 kWh.

KK asked for confirmation whether or not 7 extra bands could be included. MD agreed to check with the design team how many bands could be accommodated in the system build.

The Workgroup discussed the calculations within the table, i.e, an AQ of 1000 kWhs would be allowed to go up to 4000 kWh and would pass validation. If however, it went above 20,000 kWh it would need an override and if above 100,000 kWh it would be considered to have exceeded the market breaker test. MJ asked participants to note that the market breaker in principle was to stop massive changes being automatically processed and therefore creating a settlement risk for others. Aqs exceeding the market breaker test would need to follow the AQ correction route.

CB believed it was important to set the limitations to stop an excess of exceptions. SC agreed with this view as their analysis had indicated the current rules would create significant volumes.

MD expressed some concern with implementing the extended table and the possible complexity for Shipper systems. KK believed that shippers systems are already capable of accepting tolerances and this would only be an extension of existing system capability.

MJ suggested that the Workgroup would need to consider the actual values that will go into the table to ensure they are suitable. MD suggested MJ could provide some views on the actual values to allow parties to consider the different options and impacts at the 10 March meeting.

The Workgroup agreed to consider the table and whether there were any further suggestions/scenarios, which would enable final agreement of the table.

CW confirmed as the table exists within the Network Code Validation Rules, referenced within TPD Section V12.1, this will require formal amendment and approval through the UNCC and he would consider what amendments are required so that the documents can be prepared.

**Action 0210: Read Validation - All parties to consider and provide views on the different options/tolerances for the read validation tolerance bands.**

**Action 0211: Read Validation - Xoserve to confirm whether or not 7 extra read validation tolerance bands could be built into the system.**

### 2.2. Requirement 38 – AQ Correction

MD provided an [AQ Correction Timeline](#) [check link as above] to illustrate the monitoring and notification process for Shippers. MD explained that the notification method would be referenced in the BRD as an informal path of communication ie. Telephone or email. She explained that the notification would not be provided via a formal file format flow.

The Workgroup recognised that the AQ Correction Process and the monthly AQ process were two distinct processes. It was suggested to aid understanding that the two processes have their own separate timeline and additional scenario examples are provided for discussion.

**Action 0212: AQ Correction - Parties to consider and provide a view on the value of X within the AQ Correction Timeline (ie, Month - X Business Days).**

**Action 0213: AQ Correction – Xoserve to split the AQ Correction Timelines and provide some example scenarios.**

**2.3. Consumption Adjustments**

MD provided a [Consumption Adjustments presentation](#) and explained that this was provided in response to a request from PNUNC to provide examples of a retrospective updates and associated consumption adjustments during a consumption period and the AQ process where a consumption adjustment is included within the AQ period.

MD explained that if a party has a consumption adjustment between two read periods, for example Xoserve receive a retrospective meter exchange, the meter exchange can be processed and a reconciliation will be undertaken back to the previous good read, Xoserve will take into account the required consumption adjustment and then reconcile from the exchange to the most recent read – this ensures the most recent information is used.

MD explained that the AQ process would always look at the latest consumption information in the AQ period and provided a further timeline. MD explained that the AQ process would calculate the AQ using the consumption between the 2 reads within the AQ period. Where a consumption adjustment is processed during the AQ period the latest consumption will be used to calculate the AQ. The consumption will always use the latest information.

MD explained a consumption adjustment might be submitted due to a faulty meter to account for the meter fault.

SM asked for further scenarios and how the consumption could be built up for the AQ calculation.

**Action 0214: Consumption Adjustments - Xoserve to formulate Consumption Adjustment scenarios and typical AQ calculations.**

**3. Any Other Business**

**4.1 Annual Quantity BRD**

MD explained that she had been asked to add in the source of a change/amendment to a BRD, this has been done and a changed marked [Annual Quantity BRD v5.3](#) is to be published.

**4.2 iGT BRDs**

MF enquired about the iGT BRD modifications. MD was not aware of any further changes to the iGT BRDs.

**5. Diary Planning**

Further details of planned meetings are available at: [www.gasgovernance.co.uk/Diary](http://www.gasgovernance.co.uk/Diary)

Workgroup meetings will take place as follows:

Time/Date	Venue	Workgroup Programme
10:30 Tuesday 03 March 2015	31 Homer Road, Solihull. B91 3LT.	New Workgroups 0527, 0528, 0529 & 0531.
10:30 Tuesday 10 March 2015	31 Homer Road, Solihull. B91 3LT.	Project Nexus Workgroup Requirement 31 - Read Validation Requirement 38 – AQ Correction

		Consumption Adjustments BRDs
10:30 Tuesday 07 April 2015	31 Homer Road, Solihull. B91 3LT.	Project Nexus Workgroup
10:30 Tuesday 12 May 2015	31 Homer Road, Solihull. B91 3LT.	Project Nexus Workgroup
10:30 Tuesday 09 June 2015	31 Homer Road, Solihull. B91 3LT.	Project Nexus Workgroup
10:30 Tuesday 14 July 2015	31 Homer Road, Solihull. B91 3LT.	Project Nexus Workgroup

### Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
NEX0101	20/01/15	1.2	To issue an industry communication clarifying their position on the non-effective days provisions.	Ofgem (JD)	<b>Carried Forward</b>
NEX0103	20/01/15	3.2	To investigate and provide an update on how flows are prioritised, including prioritisation selection criteria.	Xoserve (MD)	<b>Carried Forward</b>
NEX0104	20/01/15	3.2	To provide a view on potential technical system volume requirements and solution v's cost to develop and deliver.	Xoserve (MD)	<b>Carried Forward</b>
NEX0105	20/01/15	3.5	<i>Reference REQ31</i> - To consider whether the proposed solution for read validations would work, or whether a suitable alternative is available (i.e. add a new flag within the RGMA flows).	Xoserve (MD)	<b>Carried Forward</b>
NEX0106	20/01/15	3.5	<i>Reference REQ32</i> – To consider what Primes & Subs information could be made available to users.	NGD (CW) & Xoserve (MD)	<b>Carried Forward</b>
NEX0107	20/01/15	4.1	To consider the best option for providing a centralised BRD based repository for BRD related presentations going forward.	Joint Office (BF/MB) & Xoserve (MD)	<b>Carried Forward</b>
NEX0201	10/02/15	1.2	To investigate whether or not it is feasible to break down AQ tolerance band 1 to 20,000 to identify the smaller AQ ranges, or whether adding empty bands is	Xoserve (MD)	<b>Carried Forward</b>

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**Action Table**

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status Update</b>
			an alternative option.		
NEX0202	10/02/15	1.2	To confirm whether or not they believe they really need the Spec Calc provisions going forward.	All	<b>Carried Forward</b>
NEX0203	10/02/15	3.2	<i>Reference AQ Corrections</i> - Xoserve (MD) to double-check whether these should be defined as calendar days or Business Days.	Xoserve (MD)	<b>Carried Forward</b>
NEX0204	10/02/15	3.2	<i>Reference AQ Corrections</i> - Xoserve (MD) to update BRDs to reflect discussions and provide a summary of changes, plus identification of the place holder locations on the Joint Office web site.	Xoserve (MD)	<b>Carried Forward</b>
NEX0205	10/02/15	3.2	<i>Reference AQ Corrections</i> - Xoserve (MD) to double check whether or not the 9 month AQ correction window delay trigger is parameterised or not and to also consider how current Code provisions might have an impact.	Xoserve (MD)	<b>Carried Forward</b>
NEX0206	10/02/15	3.2	<i>Reference AQ Corrections</i> - Xoserve (AM) to consider provision of an 'interim' workaround (manual) process relating to running a report to highlight anomalous reads (inc. supporting telephone calls), plus look to provide some draft business rules around what parameters any trigger criteria would / could be based on.	Xoserve (AM)	<b>Carried Forward</b>
NEX0207	10/02/15	3.3	<i>Reference BRD Change Tracking</i> - Xoserve (AM) to enhance the BRD tracking table provision in line with discussions and provide a BRD log where any comments and Xoserve responses are highlighted.	Xoserve (MD)	<b>Carried Forward</b>
NEX0208	10/02/15	3.4	<i>Reference Retrospective Updates</i> - Xoserve (MD) to provide some timelines around	Xoserve (MD)	<b>Carried Forward</b>

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			the Retrospective Update Request Received Prior to Shipper Transfer process and to confirm whether or not it is only the Registered Shipper that can make changes.		
NEX0209	10/02/15	3.4	<i>Reference Retrospective Updates</i> - Xoserve (MD) to provide examples (inc. how the system would validate a read following a consumption adjustment) around how retrospective asset updates are expected to work, in time for consideration at the 18 February Workgroup meeting.	Xoserve (MD)	<b>Carried Forward</b>
NEX0210	18/02/15	2.1	Read Validation - All parties to consider and provide views on the different options/ tolerances for the read validation tolerance bands.	ALI	<b>Pending</b>
NEX0211	18/02/15	2.1	Read Validation - Xoserve to confirm whether or not 7 extra read validation tolerance bands could be built into the system.	Xoserve (MD)	<b>Pending</b>
NEX0212	18/02/15	2.2	AQ Correction - Parties to consider and provide a view on the value of X within the AQ Correction Timeline (ie, Month - X Business Days).	All	<b>Pending</b>
NEX0213	18/02/15	2.2	AQ Correction – Xoserve to split the AQ Correction Timelines and provide some example scenarios.	Xoserve (MD)	<b>Pending</b>
NEX0214	18/02/15	2.3	Consumption Adjustments - Xoserve to formulate Consumption Adjustment scenarios and typical AQ calculations.	Xoserve (MD)	<b>Pending</b>