

UNC Project Nexus Workgroup Minutes
Friday 24 July 2015
31 Homer Road, Solihull B91 3LT

Attendees

Alison Neild*	(AN)	Gazprom
Andrea Bruce	(AB)	Scottish Power
Blanka Caen	(BC)	British Gas
Bob Fletcher (Chair)	(BF)	Joint Office
Chris Warner	(CW)	National Grid Distribution
David Addison	(DA)	Xoserve
Ed Hunter*	(EH)	RWE npower
Fiona Cottam	(FC)	Xoserve
Huw Comerford	(HC)	Utilita
Jaimie Simpson*	(JS)	GDF Suez
James Hardy*	(JH)	Wingas
James Hill	(JH)	EDF Energy
Karen Visgarda (Secretary)	(KV)	Joint Office
Leigh Chapman	(LC)	First Utility
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 Nunn	(SN)	E.ON UK
Steve Russell*	(SR)	RWE npower
Sue Cropper	(SC)	British Gas

*via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/nexus/240715>

1. Introduction and Status Review**1.1. Minutes (08 June and 15 July 2015)**

The minutes of the previous meetings were approved.

1.2. Actions

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

Update: MD explained that this data had only been finalised recently and an overview will be provided at the next meeting. MD confirmed the data would be published in an expedient manner. **Carried Forward.**

0104: Xoserve (MD) to provide a view on potential technical system volume requirements and solution v's cost to develop and deliver.

Update: MD stated this action could be closed as the presentation would address this topic. **Closed.**

0402: Reference the view on non-effective days - Xoserve (DA) to investigate whether or not an 'electronic handshake' would be available to look to avoid losing files awaiting transaction at the time of switch over.

Update: DA overviewed the process with regards to the file formats as stipulated in the UKLINK Manual. DA reiterated that there would be no 'electronic handshake' and that files sat at the gateway will not be transferred to the new gateway, as this will be early in the transition activities. DA explained a 'snap shot' would be taken within a couple of hours of closing the gateway. RD wanted clarification regarding what the notification would look like. DA stated that an email will be sent to the Shippers to the Transitional Contacts and that 'Apps' support will flag the files not processed. SR requested if this would be confirmed. DA stated that clarification is needed as there are currently circa 200 users on the system of which only 40 might be active. DA explained that this would be confirmed in due course.

BC wanted to know what will the deadline be for submitting notifications, for example, if it is 7 days, will a date and time be set for when they will be processed. DA stated that during the 'normal' operating process this only takes a matter of minutes and that in real terms, the Shippers have a greater insight into this timeline than Xoserve. DA proposed that generally this takes 30 minutes for the procedure to be undertaken, but that on that day the Shippers might do something out of process and that may have an impact on the timeline. BC stated in that case, Xoserve must issue a list of restrictions to the Shippers stating what they can and cannot do during that process. DA confirmed that Xoserve will produce a document that formalises this exact process and this will be made available to both the UKLIEF and UKLINK Committees. AN asked when the specific email will be sent out, and DA stated this email would be circulated at the beginning of the period, which is dependant on the period of the 'cut over' plan.

The Workgroup agreed that this action could be closed. **Closed.**

0601: AQ Correction - Shippers to provide views on correcting pre-ownership reads using a warranting process, following a change of supplier.

Update: MD stated this action could be closed as this matter was addressed in the AQ Correction presentation. **Closed.**

0602: AQ Correction - Xoserve to consider a process for correcting spurious reads, where there is a change of ownership.

Update: MD stated this action could be closed as this matter was addressed in the AQ Correction presentation. **Closed.**

0603: Prime and Subs - Xoserve to provide a proposal on how to synchronise reads.

Update: MD stated this action could be closed as the Primes and Subs presentation provided the overview. **Closed.**

0604: All parties to review the proposed changes to the UNC Validation Rules and provide feedback on the 24 July.

Update: MD stated this action could now be closed, although participants could submit further comments at a later date if needed. **Closed.**

0605: Xoserve to clarify which file formats should be used for submitting check/opening reads.

Update: MD stated this action could now be closed as a presentation published to answer this. **Closed.**

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

Update: MD stated this action needed to be reviewed at the next meeting. **Carried Forward.**

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

Update:- DA stated this action needed to be carried forward. **Carried forward.**

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

Update: DA stated this action needed to be carried forward. **Carried forward.**

0703: BF to create a Transitional document area on the Joint Office website for all associated documents to be available.

Update: BF stated action had now been completed and this action was now closed. **Closed.**

1.3. Pre-Modification discussions

None.

2. Impact assessment on any delay to the PN implementation date

MD provided a presentation on the Project Nexus Impact Assessment regarding the date change and explained this was an evolving document.

<http://www.gasgovernance.co.uk/nexus/240715>

MD provided an overview on each of the areas and confirmed this will be updated and amended accordingly.

General discussion took place concerning the AUGÉ, the statement and the current table, with regards to the delay in the Nexus 'Go Live' date and the impact on the year as a whole. FC stated that this process was reviewed by the UNCC last year and work has been completed on the statement which runs from April 2015 – March 2016. FC confirmed this was looked at in detail from a risk based approach and the UNCC took the decision to stay with the current statement and table, up until the Nexus implementation, i.e. roll over the values for an additional 6 months. It was too late now to initiate the development of a new statement and table for April 2016 onwards.

3. Workgroups

3.1. 0528 – Implementation of Supply Point Administration, gas allocation and settlement arrangements (Project Nexus transitional modification)

(Report to Panel 20 August 2015)

www.gasgovernance.co.uk/0528

3.2. 0531 – Provision and Development of Industry Testing Prior to Nexus Go-live

(Report to Panel 20 August 2015)

www.gasgovernance.co.uk/0531

3.3. 0532 – Implementation of Non-Effective Days (Project Nexus transitional modification)

(Report to Panel 20 August 2015)

www.gasgovernance.co.uk/0532

4. AQ Validation (AQ Tolerance Check)

MD referred to the Transition Business Rules presentation and explained that this was first presented in June 2015. MD requested feedback from all parties, as this needs to be base-lined by the next meeting and confirmed these are part of Modification 0528. Minor updates were identified in the meeting, which will be addressed and an updated version published.

5. AQ Correction Clarification

MD provided the AQ Correction Action 0602 update presentation and explained that where there is a transfer of ownership and the new Shipper identifies that the AQ is incorrect due to spurious reads, the new Shipper can submit an AQ Correction up to 3 months following registration to amend the AQ. The new Shipper can also request consumption history via the Supply Point Enquiry process. MD requested all parties review the information supplied and feedback if they are comfortable with the approach for the next meeting on 11 August 2015.

6. Prime and Sub Check Read process

MD introduced the presentation for Options for Managing P & S Check Reads and explained that currently these processes are only carried out for DM Sites. MD stated that a decision is needed with regards to the various options available. General discussion took place regarding the 4 Options and MD requested all members review each option and feedback accordingly at the next meeting in August.

BF stated that Option 4 could possibly require a new Modification to be raised, and MD stated that this specific option could be the most onerous out of all the options available. General discussion took place regarding the fact Option 1 could be the most suitable, due to the fact there would be no new file format and Xoserve could co-ordinate the process, together with notifying the Shippers of a date range of when the site visit is required.

MD requested all parties to provide feedback for the next meeting on 11 August 2015.

7. UNC Supplementary Documents

MD provided an overview of the Volumetric Assumptions presentation. <http://www.gasgovernance.co.uk/nexus/240715>. MD explained the status of the documents in red font that require to be updated to support Project Nexus implementation. MD confirmed this will be republished and available for the August meeting.

With regards to the UNC Validation Rules the changes have now been made and the updated version is v2.6 which needs approving by the UNCC. RD raised a couple of specific queries in relation to sections 1.8, 1.2, 1.5 and 1.7. MD noted these requests and stated a new updated version will be published.

Standard of Service Query Operational Guidelines

MD provided the overview for the Standard of Service Query Operational Guidelines presentation <http://www.gasgovernance.co.uk/nexus/240715>

MD explained there had only been a few minor changes and that some of the descriptions had been changed so they now match the CMS Guidelines. MD confirmed this will be republished in a Word Document format. MD requested review and feedback from all parties for the next meeting.

Volumetric Assumptions

MD stated that an action from the previous meeting was regarding the Volumetric Data, which was presented by Xoserve at the June meeting. MD explained the assumptions that have been made are based on a 1st October 2016 'Go Live' date. <http://www.gasgovernance.co.uk/nexus/240715>

General discussion took place regarding the specific limits. SCr asked if there were any limits at all on reads volumes. MD stated there were not any limits, but also commented on the fact that if British Gas put everything into Class 3 for example, then this would have to be looked at and that read volume assumptions had been made based on expected take up by category.

HC sought clarification with regards to Modification 0473 may be an incentive with regards to moving Meter Points into Class 2, and if this might have an impact as Class 1 and 2 sites were excluded from UIG costs during transition. MD explained that this would and asked all parties to inform Xoserve if the Shippers were intending to move Meter Points into Class 2. MD explained that managing meter points in Class 2, where the Shipper would need to provide Gas Nominations and daily reads, may not provide the expected benefits of not incurring any UIG costs. BC stated that Dumb (Classic) Meters in Class 4 were moving towards a monthly read rather than quarterly timeframe, would this present an issue. MD confirmed monthly reads would not be an issue.

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 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.

Check Reads and Re-Synch Calculation

MD provided the overview for the Action 0605 Update presentation and stated this was to provide further information on the files and as this had been discussed in the last meeting this action was now closed.

8. Nexus Requirements Clarification Log

MD confirmed this has now been updated PN UNC Requirements Log v1.2. The areas that remain as 'Open' need to be agreed and closed at the next meeting.

9. BRDs

MD provided an overview of the BRD Review comments presentation and confirmed all the comments that had been proposed are now in the latest version are available on line at: <http://www.gasgovernance.co.uk/nexus/240715>

General discussion took place regarding the Retro BRD's and RD wanted to clarify these were staying as they are. MD confirmed that this was correct. It was felt during general discussion that more detail was required with regards to the walk through regarding the Retro BRD's. MD stated this would be addressed via UKLIEF.

10. Issues

No new issues raised.

11. Any Other Business

11.1. 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 11 August 2015	31 Homer Road, Solihull. B91 3LT.	Nexus Workgroup including Workgroups 0528, 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)	Carried forward
0104	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)	Closed
0402	07/04/15	3.	<i>Reference the view on non effective days - Xoserve (DA) to investigate whether or not an 'electronic handshake' would be available to look to avoid losing files awaiting transaction at the time of switch over.</i>	Xoserve (DA)	Closed
0601	08/06/14	5.0	AQ Correction - Shippers to provide views on correcting pre-ownership reads using a warranting process, following a change of supplier.	Xoserve (MD)	Closed
0602	08/06/14	5.0	AQ Correction - Xoserve to consider a process for correcting spurious reads, where there is a change of ownership.	Xoserve (MD)	Closed
0603	08/06/14	6.0	Prime and Subs - Xoserve to provide a proposal on how to synchronise reads.	Xoserve (MD)	Closed
0604	08/06/14	7.0	All parties to review the proposed changes to the UNC Validation Rules and provide	Xoserve (MD)	Closed

Action Table

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			feedback on the 24 July.		
0605	08/06/14	8.0	Xoserve to clarify which file formats should be used for submitting check/opening reads.	Xoserve (MD)	Closed
0606	08/06/14	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)	Carried forward
0702	15/07/15	2.	Non Effective Days – Xoserve to discuss with Ofgem the non effective days number and associated impacts	Xoserve (DA)	Carried forward
0703	15/07/15	4.	AOB – BF to create a Transitional document area on the Joint Office website for all associated documents to be available	Joint Office (BF)	Closed