

Review Group 0157 Minutes
Monday 10 March 2008
Ofgem, 9 Millbank, London, SW1P 3GE

Attendees

Julian Majdanski (Chair)	JM	Joint Office of Gas Transporters
Helen Cuin (Secretary)	HC	Joint Office of Gas Transporters
Alex Travell	AT	E.ON UK
Alison Jennings	AJ	xoserve
Chris Warner	CW	National Grid Distribution
David Speake	DS	ESP Pipelines
Francesca Dixon	FD	Envoy
Heidi Martin	HM	RWE npower
James Crosland	JC	Corona Energy
Jenny Rawlinson	JR	GTC
Jon Dixon	JD	Ofgem
Jonathan Hooper	JH	SSE Pipelines
Marie Clarke	MC	Scottish Power
Mark Jones	MJ	SSE
Rosie McGlynn	RM	EDF
Thomas Cox	TC	Envoy
Tracey Walker	TW	E.ON UK
Zoë Titchener	ZT	xoserve

Apologies

Abid Sheikh	AS	energywatch
Paul Edwards	PE	GTC
Beverley Grubb	BG	Scotia Gas Networks
Simon Trivella	ST	Wales & West Utilities
Karen Kennedy	KK	Scottish Power

1. Introduction**1.1. Minutes of previous meeting**

The minutes of the meeting held on 30 January 2008 were accepted. However it was noted that Simon Trivella had been attributed to the wrong organisation.

1.2. Review of actions from previous meeting

Action RG0157 0008: iGTs and DNs to provide current end to end process.

Action Update: ZT confirmed that the step by step process is understood but the timescales have not yet been established.

Action: Carried Forward.

Action RG0157 0009: All to consider timescales that could be used within an end to end process.

Action Update: See Action RG0157 0008 update. It was discussed whether it would be possible to look at the process at the next meeting and identify the

differing timescales that all parties are currently working to. It was agreed that a draft end to end process would be published ahead of the next meeting and that all iGTs and DNs will contribute the timescales for the process to be discussed at the next meeting.

Action: Carried Forward.

Action RG0157 0023: Shippers to provide iGTs with meter reads to enable site reconciliations.

Action Update: It was agreed that this should be an ongoing action. ZT reported that 1069 reconciliations have been requested a number of which were duplicates, 39 actual reconciliations and 80 neutral reconciliations have been completed. ZT expressed concern as the rate of reconciliation was still very low considering some 5,000 sites required reconciliation. It was reiterated that Meter reads should be provided where possible to enable reconciliations.

Action: Carried Forward

Action RG0157 0027: Shippers to provide reads or confirm the requirement for a neutral reconciliation for all live LMNs

Action Update: It was decided that this was an ongoing operational requirement.

Action: Closed.

Action RG0157 029: iGTs to review processes for updating the effective and deemed field record and report back to the Review Group.

Action Update: DS and TC explained the use of the deemed date.

Action: Complete.

Action RG0157 030: Shippers and iGTs to develop solutions short of xoserve holding individual iGT meter point data that would improve the visibility of LMN data.

Action Update: MC confirmed KK had provided a presentation last month on behalf of the Shippers. The action was carried forward to allow iGTs to consider alternative solutions.

Action Carried Forward.

Action RG0157 031: iGTs, xoserve and Transporters to examine which field could be used for the provision of I&C MPRNs

Action Update: ZT believed all available fields had been considered and that all options have now been exhausted. ZT explained a common field had been identified however GTC use this field for another purpose. JR was approached to re-examine GTC's current use of the common field to establish if GTC's current use of this field could have a change of use. ZT also agreed to communicate to all iGTs which field is being considered for the provision of MPRNs.

Action: Carried Forward.

Action RG0157 032: xoserve to investigate the reconciliation period of the 12 reconciliations.

Action Update: ZT confirmed of 39 recently requested reconciliations completed one related to the Year 2000 and ten to Year 2002. This illustrated the likely impact on reconciliation considering implementation of UNC0152

Action: Complete.

Action RG0157 033: xoserve to issue the 0152 Portfolio to Shippers.

Action Update: ZT reported the completion of this action.

Action: Complete.

Action RG0157 034: xoserve to provide some statistics on the DN Reference Provision.

Action Update: ZT reported that 80% of the CSP01 files are being provided with a DN reference.

Action: Complete.

Action RG157 035: xoserve to estimate the supply point count for CSP01 rejections.

Action Update: ZT reported there are currently 36,375 supply points.

Action: Complete.

2. Review Group Discussion

2.1. Work Plan

NB - Items noted in *italics* were discussed at the Ofgem CSEP NExA Meeting held prior to the Review Group 0157 Meeting.

DS had confirmed that a workplan had been produced driven by the mismatch in CSEP and iGT invoices. He believed that the iGT portfolios are correct and that the DN's and iGTs are running through all the processes to establish the root cause for xoserve systems not matching iGT portfolios. He explained that a number of issues have been identified with the creation of LMNs, the update to LMNs, rejections for AQ breaches and unrecognised LMNs. He also explained a number of initiatives which should realise improvements throughout the process and ultimately improve the mismatch in data.

It was noted that the DN/iGT group had been concentrating on the current regime. FD explained how these stepped changes would improve historical issues and enable better focus on a longer term solution. DS confirmed that iGTs do not want to lose sight of governance arrangements, acknowledging that operational issues have been the main focus.

ZT agreed to further examine the current work plan and add details of the contractual arrangements which would highlight what contractual arrangements exist and possibly where changes may need to be made.

MC questioned whether all elements within the workplan were on track for completion. ZT highlighted which areas still needed further examination. AJ explained that the end to end process map will illustrate the gaps.

JM requested that the updated workplan is provided for publication on the Joint Office website.

MC expressed a concern about the communication of work to the smaller iGTs. FD explained every effort is made to make sure all iGTs are aware of industry meetings taking place that may affect them.

MC had provided a Gas Forum Collation Sheet which illustrated an increase of the portfolio mismatch by 17,217 from June 2007 to January 2008 to a total of 67,362. ZT confirmed that approximately 36,000 CSP01's were reported for January 2008. She also highlighted an increase in new projects. It was unclear of the element of nested CSEPs sites or if a large data cleansing exercise may have been undertaken during this period which would affect the figures. CW suggested the group needed to understand the number of nested Networks, the number of connections and the AQ from iGTs. The iGTs agreed to confirm the number of nested CSEPs, the number of connections and the AQ.

DS had explained at the morning meeting that a Modification Proposal is being considered for the management of erroneous AQs, as iGTs can find some Shippers are reluctant to amend AQs until the AQ Review Process. Concern was expressed that iGTs could be breaching a CSEP AQ and continuing to add projects to the CSEP creating a further breach. The iGTs believed that the rejection code is not a reliable indicator of an AQ breach, it is in most instances simply a data mismatch rejection. iGTs agreed to provide Shippers the details of inflated AQs.

Action RG0157 036: Transporters to provide the updated workplan for publication on the Joint Office Website.

2.2. End to End Process / Timescales

AJ explained that varying timescales have been identified with regards to an end to end process, she concluded that it will be complicated to align the processes. However she confirmed various improvements have been identified to improve elements of the process such as Change 470 which will assist with the internal processing of files as this change provides a uniform file format for data provision.

AJ confirmed that although an end to end process has been formulated however it did have some gaps. She explained that varying parties involved in the process work to varying timescales which has made it difficult to establish a timeline for the process. She believed that the end to end process should be discussed further at the next meeting to establish if common timescales could be applied.

JM requested that the currently available end to end process, which had been produced for the DNs and iGTs, is provided for publication on the Joint Office website.

Action RG0157 037: xoserve to provide the current end to end process for publication on the Joint Office Website.

Action RG0157 038: DNs and iGTs to provide xoserve with current process timescales for each stage, to enable a timeframe to be produced for discussion at the next meeting

2.3. LMN Reconciliation

ZT provided some statistics confirming that these will be provided for publication with the minutes.

MC questioned how many may be attributed to the inflated domestic AQs.

MJ highlighted instances of erroneous AQs, ZT confirmed any updates provided and rejected will be notified to iGTs. JR pointed out that successful reconciliation has to be recorded manually as an acceptance is not provided only rejections.

2.4. Update to UNC0167 Implementation

DS asked if neutral reconciliation will continue. ZT confirmed that this will continue and that Shippers should continue to advise where neutral reconciliation is required. She also explained how the pot will reduce from 01 April 2008.

MC expressed concern that Shippers will not want to accept the current regime despite the benefits realised from the improvements made to the current process.

AT pointed out that the electricity market has a different model which could be explored. The mechanism of this was briefly discussed. AT agreed to provide an explanation of this model for the next meeting to discuss.

Action RG0157 039: AT to provide an explanation of the equivalent electricity model.

3. Diary Planning for Review Group

It was agreed that the next meeting will be held on 08 April 2008 preferably at Elexon.

Post meeting note: as a room was not available at Elexon, the meeting will be held at the Renewal Conference Centre, Solihull, B91 2JR

4. AOB

None

APPENDIX A.

ACTION LOG - Review Group 0157

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
RG0157 0008	11/09/2007	2.2	iGTS and DNs to provide current end to end process	iGTs and Transporters	Carried Forward
RG0157 0009	11/09/2007	2.2	All to consider timescales that could be used within an end to end process.	All	Carried Forward
RG0157 0023	12/11/2007	4.0	Shippers to provide iGTs with meter volumes to enable site reconciliations.	All Shippers	Carried Forward
RG0157 0027	12/11/2007	4.0	Shippers to provide reads or confirm the requirement for a neutral reconciliation for all live LMNs	All Shippers	Closed
RG0157 0029	11/12/2007	1.2	iGTs to review processes for updating the effective and deemed field record and report back to the Review Group.	iGTs	Complete
RG0157 030	11/12/2007	1.2	Shippers and iGTs to develop solutions short of xoserve holding individual iGT meter point data that would improve the visibility of LMN data.	iGTs (PE) and Shippers (KK)	Carried Forward
RG0157 031	30/01/2008	1.2	iGts, xoserve and Transporters to examine which field could be used for the provision of I&C MPRNs	All	Carried Forward
RG0157 032	30/01/2008	2.3	xoserve to investigate the reconciliation period of the 12 reconciliations.	xoserve (ZT)	Complete
RG0157 033	30/01/2008	2.3	xoserve to issue the 0152 Portfolio to Shippers.	xoserve (ZT)	Complete
RG0157 034	30/01/2008	2.3	xoserve to provide some statistics on the DN Reference Provision.	xoserve (ZT)	Complete

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
RG0157 035	30/01/2008	2.3	xoserve to estimate the supply point count for CSP01 rejections.	xoserve (ZT)	Complete
RG0157 036	10/03/2008	2.1	Transporters to provide the updated workplan for publication on the Joint Office Website.	Transporters	Pending
RG0157 037	10/03/2008	2.2	xoserve to provide the current end to end process for publication on the Joint Office Website.	xoserve (ZT)	Pending
RG0157 038	10/03/2008	2.2	DNs and iGTs to provide xoserve with current process timescales at each stage of process to enable a timeframe to be produced for discussion at the next meeting	iGTs and Transporters	Pending
RG0157 039	10/03/2008	2.4	AT to provide the equivalent electricity model.	E.ON UK (AT)	Pending