

Review Group 0157 Minutes
Monday 12 November 2007
Ofgem, 9 Millbank, London, SW1P 3GE

Attendees

Mike Berrisford (Chair)	MB	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
Iain Monkesfield	IM	xoserve
Jon Dixon	JD	Ofgem
Karen Kennedy	KK	Scottish Power
Marie Clarke	MC	Scottish Power
Mark Jones	MJ	SSE
Heidi Martin	HM	RWE Npower
Rosie McGlynn	RM	EDF Energy
Ndidi Njoku	NN	Ofgem
Jenny Booth	JB	Ofgem
Paul Edwards	PE	GTC
Sally Harling	SH	Corona Energy
Savita Shaunak	SS	EDF Energy
Simon Trivella	ST	WWU
Tracey Walker	TW	E.ON UK
Zoë Titchener	ZT	xoserve

Apologies

David Speake	DS	ESP Pipelines
Francesca Dixon	FD	IPL / QPL / envoy
Mitch Donnelly (Proposer)	MD	British Gas Trading
Tim Davis	TD	Joint Office of Gas Transporters

1. Introduction

1.1. Minutes of last meeting

Phil Lucas provided email clarification that for Action 0014 and 0015 the requirement was to assess the costs and benefits of xoserve recording MPRNs for Larger Supply Point CSEPs (ie those with an AQ in excess of 73,200kWh).

The minutes of the previous meeting were approved.

1.2. Actions Arising

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

Action Update: Work is ongoing. ST acknowledged in the Ofgem meeting that the individual Transporter Processes need to be aligned and the governance to be considered.

Action: Carried Forward.

Action 0009: All to consider timescales that could be used within an end to end process.
Action Update: Further consideration required
Action: Carried Forward

Action 0013: iGTs and DNs to produce a draft work plan.
Action Update: This had been discussed at the AiGT/DN meeting and PE confirmed that the intention is to provide a work plan at the next meeting.
Action: Carried Forward.

Action 0014: xoserve to examine the possibility and potential cost of maintaining CSEP MPRNs

Action Update: ZT provided some presentation slides confirming that within the DN01 record, a field exists which could be used for the recording of CSEP MPRNs. However this field could not be retrieved in a report for an LMN. See item 2.0 below on the use of MPRNs.

Action: Complete.

Action 0015: Shippers to identify the benefits of retaining MPRNs for CSEP LMNs

Action Update: It was identified the main benefit would be the identification of the CSEP mismatch.

Action: Complete

Summary from Ofgem Meeting.

Complete process maps had not been produced as attention had been focussed on areas which could benefit from quick wins i.e. CSEP01s, although it was acknowledged that the individual Transporter processes need to be aligned. The AiGT/DN Workgroup agreed to produce a list of issues and a timeframe to keep parties informed of progress.

2. Review Group Discussion

MC enquired about the difference between a CSEP effective and deemed date.
ZT agreed to confirm which of the two dates is validated by xoserve.

ZT explained the use of LMNs. AT questioned why MPRNs were not used on xoserve's CSEP system and whether this was a decision due to system constraints. IM highlighted that the LMN is used within Gemini and the use of MPRNs instead of LMNs would have a significant impact on Gemini.

PE highlighted that historical LMNs are not kept by iGTs - if the LMN changes only the current LMN is recorded.

Action 0016: xoserve to confirm whether the CSEP effective or deemed date is validated.

Action 0017: xoserve to review the use LMNs and its interactions for December's meeting.

MC questioned whether the DN01 field available for the provision of MPRNs is already a mandatory text field for iGTs and that this field may already be used by iGTs for another purpose. AJ suggested that the iGTs confirm their ability to use the field for the provision of MPRNs.

Action 0018: PE to check the current use of the DN01 field and to approach other iGTs to discuss the possibility of using it in the future to store MPRNs.

ST and IM suggested the use of the DN01 for the provision of MPRNs could be trialled by some of the iGTs to measure its success.

KK requested confirmation from xoserve as to whether the MPRN would be available on invoice back up data.

Action 0019: xoserve to confirm the availability of MPRN from the DN01 field on the invoice backup data.

IM reiterated the benefits of testing the use of the DN01 field for MPRNs on a voluntary basis which could be changed to a mandatory use if there was a poor response, or its use proved beneficial.

KK questioned if there was a facility to provide MPRNs within the DN02 file as the use of the DN01 file would not assist with the historical mismatch of CSEPs.

It was discussed whether the xoserve User Pays Implementation Group could review the possibility of maintaining MPRN numbers on the behalf of iGTs. IM confirmed that an upfront feasibility assessment would need to be funded for xoserve to assess the likely costs of including an MPRN field as a user pays service.

MC highlighted that Shippers are charged an administration charge for CSEPs. IM confirmed that this money had been invested in improving the current offline system and efficiency gains had resulted in the administration charge being reduced. It was questioned if the existing cost of administering CSEPs would improve. It was discussed if the aggregate Shipper charges for CSEP administration would cover the costs of a feasibility assessment for user pays consideration. It was suggested that the difference to Shippers from the current system to a user pays approach may result in a saving to the Shipper.

RM expressed an interest in understanding the costs of CSEP administration and the likely scale of CSEPs to assess if a feasibility study would be beneficial for a user pays service.

A debate occurred about the provision of CSEP data, the allocation of energy and how Shippers validate their invoices. It was challenged whose obligation it was to ensure correct gas allocation and who was responsible for instigating an investigation into discrepancies. It was agreed that the roles and responsibilities needed to be discussed further and that the extent of the MPRN mismatch needed to be understood. CW agreed to assess the possibility of Transporters recording CSEP MPRNs

Action 0020: xoserve to provide live I&C LMNs to iGTs by Friday 16 November.

Action 0021: iGTs to provide list of LMNs with associated MPRNs to the relevant Shipper by 30 November.

Action 0022: Transporters to assess the feasibility of holding CSEP MPRNs.

3. Diary Planning for Review group

13:30, 11 December 2007, Ofgem, Millbank, London (following AiGT/DN Meeting).

4. AOB

Review Group 0167 Discussion

PE confirmed that iGTs would have to operate a manual process to manage the required files. PE invited Shippers to provide the meter volume information to undertake reconciliations.

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

Action 0024: xoserve to report back on the progress of meter volume provision.

CW questioned what progress had been made with xoserve's proposals last month and the management of start dates. AJ confirmed that xoserve are awaiting feedback on the provided proposals.

Action 0025: All to provide feedback to xoserve's proposals (available on Joint Office Website, under RG0157 Meeting 09 October 2007 (www.gasgovernance.com/Code/Reviews/RG0157/09Oct07/)).

Action 0026: xoserve to provide all live LMNs that pre date January 2006 to Shippers that need to be reconciled.

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

Action 0028: Joint Office to add agenda item to December's agenda for an update regarding UNC0167.

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	Action: Carried Forward
RG0157 0009	11/09/2007	2.2	All to consider timescales that could be used within an end to end process.	All	Action: Carried Forward
RG0157 0013	09/10/2007	2.0	iGTs and DNs to produce a draft work-plan.	iGTs and DNs	Action: Carried Forward
RG0157 0014	09/10/2007	2.0	xoserve to examine the possibility and potential cost of maintaining CSEP MPRNs	xoserve (AJ)	Action: Complete
RG0157 0015	09/10/2007	2.0	Shippers to identify the benefits of retaining MPRNs for CSEP LMNs	Shippers	Action: Complete
RG0157 0016	12/11/2007	2.0	xoserve to confirm whether the CSEP effective or deemed date is validated.	xoserve (ZT)	Action: Pending
RG0157 0017	12/11/2007	2.0	xoserve to review the use LMNs and its interactions for December's meeting.	xoserve (ZT)	Action: Pending
RG0157 0018	12/11/2007	2.0	PE to check the current use of the DN01 field and to approach other iGTs to discuss the possibility of using it in the future to store MPRNS.	iGTs (PE)	Action: Pending
RG0157 0019	12/11/2007	2.0	xoserve will confirm the availability of MPRN from the DN01 field on the invoice backup data.	xoserve (ZT)	Action: Pending
RG0157 0020	12/11/2007	2.0	xoserve to provide live I&C LMNs to iGTs by 16 November.	xoserve (ZT)	Action: Pending

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
RG0157 0021	12/11/2007	2.0	iGTs to provide list of LMNs with associated MPRNs to the relevant Shipper by 30 November.	All iGTs	Action: Pending
RG0157 0022	12/11/2007	2.0	Transporters to assess the feasibility of holding CSEP MPRNs.	National Grid (CW)	Action: Pending
RG0157 0023	12/11/2007	4.0	Shippers to provide iGTs with meter volumes to enable site reconciliations.	All Shippers	Action: Pending
RG0157 0024	12/11/2007	4.0	xoserve to report back on the progress of meter volume provision.	xoserve (ZT)	Action: Pending
RG0157 0025	12/11/2007	4.0	All to provide feedback to xoserve's proposals.	All	Action: Pending
RG0157 0026	12/11/2007	4.0	xoserve to provide all live LMNs that pre date January 2006 to Shippers that need to be reconciled.	xoserve (ZT)	Action: Pending
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	Action: Pending
RG0157 0028	12/11/2007	4.0	Joint Office to add agenda item to December's agenda for an update regarding UNC0167.	Joint Office (HC)	Action: Pending