

**Review Group 0157 Minutes**  
**Tuesday 11 December 2007**  
**Ofgem, 9 Millbank, London, SW1P 3GE**

**Attendees**

Julian Majdanski (Chair)	JM	Joint Office of Gas Transporters
John Bradley (Secretary)	JB	Joint Office of Gas Transporters
Alison Jennings	AJ	xoserve
Abid Sheikh (by telephone)	AS	energywatch
Beverley Grubb (by telephone)	BG	Scotia Gas Networks
James Crosland	JC	Corona Energy
Chris Warner	CW	National Grid Distribution
David Speake	DS	ESP Pipelines
Jenny Rawlingson	JR	GTC
Karen Kennedy	KK	ScottishPower
Marie Clarke	MC	ScottishPower
Mark Jones	MJ	SSE
Michael Painting	MP	Total Gas & Power
Paul Edwards	PE	GTC
Phil Lucas	PL	National Grid Distribution
Tracey Walker	TW	E.ON UK
Zoë Titchener	ZT	xoserve

**Apologies**

Heidi Martin	HM	RWE Npower
Alex Travell	AT	E.ON UK
Helen Cuin	HC	Joint Office of Gas Transporters

**1. Introduction**

**1.1. Minutes of last meeting**

The minutes of the meeting held on 12 November 2007 were accepted subject to the following amendments and clarifications:

Action RG157 0026: should have been worded: "xoserve to provide to shippers all closed LMNs that pre date January 2006 to which neutral reconciliation may be applied under UNC0167."

In respect of Actions RG157 0018 and 0019, it was clarified that references to the "DN01 or DN02 file/field" should instead be to the "D01 or D02 record," and specifically to the "Request\_Reference" field within the D01 record

Action RG157 022 should have included the words "at domestic sites".

**1.2. Actions Arising**

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

**Action Update:** BG stated that she hoped the issues would be resolved early in the New Year and it would be an aligned DN/iGT process.

**Action Carried Forward.**

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

**Action Update:** It was agreed that further consideration was required.

**Action Carried Forward**

**Action RG0157 0013:** iGTs and DNs to produce a draft work plan.

**Action Update:** see agenda item 2.1 below.

**Action: Carried Forward.**

**Action RG0157 0016:** xoserve to confirm whether the CSEP effective or deemed date is validated.

**Action Update:** It was explained that the “effective date” field is optional but is validated and must be at least eight days in the future. If this is left blank the system sets it at eight days from the date it was entered. This date is used as the LMN start date in xoserve systems. In clarification, CW stated that this field is a Gemini requirement that cannot be easily changed in the short term. The iGTs had discussed processes to update the record after the closure of the objection period, ie to send updates to xoserve prior to the shipper transfer date, which would bring the LMN start date more in line with the actual transfer date. MC pointed out that this was a requirement of the iGT UNC. The iGTs agreed to review processes in this respect and report back.

The other field of “deemed date” is mandatory and can contain a retrospective date. However, this field is not used by xoserve, and xoserve systems cannot apply retrospective dates to LMNs.

**Action Closed**

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

**Action RG0157 0017:** xoserve to review the use of LMNs and its interactions for December’s meeting.

**Action Update:** xoserve stated that processes for LMNs were long standing and couldn’t readily be changed. LMNs are the level at which xoserve requires CSEPs data in order to carry out its obligations in respect of gas nominations and transportation invoicing for DNs. MPR-level detail is not required for these activities. xoserve was not set up to insert the LMNs on the iGTs behalf. It was acknowledged that a move to a daily update would improve the situation. However, MJ believed that a daily update would only partially resolve the issues. PE expressed that iGT’s preference for sending updates based on MPRN’s and this was supported by MC. AJ acknowledged that this would improve visibility but would be expensive. She would prefer other alternatives to be considered prior to moving in this direction.

MC referred to the data on SCOGES that might assist. BG did not understand this and asked for clarification. PE responded that if additional fields were added to the SCOGES data, it could effectively provide the data that xoserve needed through that route. This, however, would require changes to SPAA.

BG emphasised the need for clarity on the solutions, including who should pay for these. PE maintained that the iGTs had not invited the requirement to aggregate MPRNs to LMN level and believed that there would never be the visibility shippers required unless data was held at the MPRN level for both DNs and iGTs. KK stated that there were difficulties in reconciling invoices

between iGTs and DNs due to the aggregation and the single charge type applied.

BG emphasised that no budget existed even for carrying out an impact assessment and suggested that Review Group members should instead develop alternative solutions, which would include nested CSEPs. KK and PE agreed to accept this action for Shippers and iGTs respectively and to work to a target date of the issue of agenda for the next meeting ie five Business Days in advance.

**Action Closed:**

**New 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 RG0157 0018:** PE to check the current use of the Request\_Reference field with the D01 record and to approach other iGTs to discuss the possibility of using it in the future to store MPRNS.

**Action Update:** PE responded that he had contacted the iGTs but wasn't in the position yet where he could respond on their behalf.

**Action Carried Forward**

**Action RG01570019:** xoserve to confirm the continued availability of the Request\_Reference field in the D01 record within the invoice backup data.

**Action Update:** xoserve does not currently use this data and the format of this field, which currently can hold either numeric or alphanumeric data, would not be suitable as a mandatory field.

**Action Closed**

**Action RG0157 0020:** xoserve to provide live I&C LMNs to iGTs by 16 November 2007.

**Action Update:** xoserve issued data to iGTs on 14 November 2007.

**Action Closed**

**Action RG0157 0021:** iGTs to provide list of LMNs with associated MPRNs to the relevant Shipper by 30 November.

**Action Update:** PE confirmed that it should be possible to transfer the MPRN on the D01 record in respect of large Supply Points. He had requested a response from the iGTS on the feasibility of doing this.

**Action: Carried Forward**

**Action RG0157 0022:** Transporters to assess the feasibility of holding CSEP MPRNs.

**Action Update:** See discussion under action RG0157 0017above.

**Action Closed**

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

**Action Update:** Ongoing

**Action Carried Forward**

**Action RG0157 0024:** xoserve to report back on the progress of meter volume provision.

**Action Update:** The information has been provided.

**Action Closed**

**Action RG0157 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/](http://www.gasgovernance.com/Code/Reviews/RG0157/09Oct07/)).

**Action Update:** No feedback had been received.

**Action Carried Forward**

**Action RG0157 0026:** xoserve to provide to shippers all closed LMNs that pre date January 2006 to which neutral reconciliation may be applied under UNC0167

**Action Update:** The information has been provided.

**Action Closed**

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

**Action Update:** Ongoing

**Action Carried Forward**

**Action RG0157 0028:** Joint Office to add agenda item to December's agenda for an update regarding UNC0167.

**Action Update:** On agenda

**Action: Closed****2. Review Group Discussion****2.1. Work Plan**

No work plan had yet been submitted. JM expressed concern at this and the likelihood that the Panel would need to be asked for an extension. PE explained that he was expecting a discussion to take place at the next iGT meeting but a date for this had not yet been set. It was agreed that this Review Group should not meet until after the iGT meeting.

**2.2. End to End Process / Timescales**

This was discussed under action RG0157 0008 above.

**2.3. LMN Reconciliation**

This was discussed in under action RG0157 0017 above. PE highlighted that if an LMN AQ was above the domestic threshold it would be classified as I&C even where it was for domestic properties. Two of the iGTs present were working on reconciling the Supply Point data. KK identified the major amount of work ScottishPower were doing to reconcile data – not least on nested CSEPs. Other Shippers present were encountering the same problems in reconciliation.

PE acknowledged that there had been validation issues on files transferred between iGTs and xoserve but these were being addressed and he was hopeful that rejections would decline in number. MC referred to reports previously presented by xoserve on missing data, rejections etc and suggested that xoserve report on this. ZT suggested that, in addition, both xoserve and iGTs could bring supply point data to each Review Group meeting, to clarify the extent of the mismatch between IGTs and xoserve. PE suggested that shippers would have visibility of IGT totals when IGT-to-shipper reporting was introduced.

BG stated her concern with nested CSEPs that there was no contractual relationship between the DN and the nested Transporter. There was little protection from exceeding the capacity of the lead iGTs due to the presence and activities of the nested Transporter. CW referred to a UNC Modification Proposal about to be raised in respect of nested CSEPs but that it was unlikely to be implemented in the short term. KK asked how many nested CSEP Supply Points existed. PE stated that this could be provided if xoserve was able to accept the data from the nested Transporter directly. MC suggested that the iGTs quantify the number of LMNs on nested CSEPs. It was believed that there were 250 nested CSEPs but over half were "in group". xoserve volunteered to coordinate any data received from iGTs.

PE asked what xoserve would do with any data on nested CSEPs data supplied by the lead iGTs. xoserve had a relationship with the lead iGT not with the nested iGT and this meant it could not contractually accept the data and certainly not send data to the nested iGT due to confidentiality concerns. KK commended holding a one-off reconciliation exercise to establish the extent of nested iGT Supply Points. xoserve confirmed that any data submitted by the lead iGT would be accepted as normal, as it would look no different from non-nested information. DS supported this but identified that this exercise might extend from a one-off exercise to normal processes - if xoserve updated its systems with nested data in this way but the process was a one-off exercise, the following weeks' updates would overwrite the position, reducing the figures back down to exclude nested sites.

PE believed that iGTs would respond more positively if nested data flowed through to reconciliation. CW stated that this would not be a contractual issue if the lead iGT authorised the nested iGTs to send the data to xoserve. However, from xoserve's perspective, the data should come from the lead iGT. PE agreed to request this from all iGTs as he believed that the exercise would be of limited value if all did not participate.

AJ referred to the work done in using common reference numbers which would improve the data.

xoserve gave an update of rejections and the improvements made

#### **2.4. Update to UNC0167 Implementation**

Shippers were currently awaiting portfolio information from iGTs. The performance varied between iGTs. BG asked that each meeting of the Review Group be given updated data on these. xoserve agreed to provide an update on what has been received from iGT including acceptance/rejections. Due to lack of historic details some iGTs were unable to match LMNs to MPRNs.

5453 LMNs were in need of reconciliation of which 935 were covered by 0167 implementation for which a neutral reconciliation may be carried out. Three such neutral recs have been closed out. 1018 requests were received outside 0167 for reconciliation of which one had been invoiced. It was agreed that progress would be reported at each Review Group meeting.

### **3. Diary Planning for Review Group**

A provisional date was set for 29 January 2008 in Solihull, depending on whether the iGT/DN meeting had taken place before that date.

### **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	DN's expressed the hope this will be provided as a combined process in early 2008. <b>Carried Forward</b>
RG0157 0009	11/09/2007	2.2	All to consider timescales that could be used within an end to end process.	All	Further consideration indicated. <b>Carried Forward</b>
RG0157 0013	09/10/2007	2.0	iGTS and DNs to produce a draft work-plan.	iGTS and DNs	iGT meeting to be held to discuss this <b>Carried Forward</b>
RG0157 0016	12/11/2007	2.0	xoserve to confirm whether the CSEP effective or deemed date is validated.	xoserve (ZT)	Validation details confirmed. <b>Closed</b>
RG0157 0017	12/11/2007	2.0	xoserve to review the use of LMNs and its interactions for December's meeting.	xoserve (ZT)	Information provided <b>Closed</b>
RG0157 0018	12/11/2007	2.0	PE to check the current use of the Request_Reference field with the D01 record and to approach other iGTS to discuss the possibility of using it in the future to store MPRNS.	iGTS (PE)	iGTS contacted but response not available <b>Closed</b>
RG0157 0019	12/11/2007	2.0	xoserve to confirm the continued availability of the Request_Reference field in the D01 record within the invoice backup data.	xoserve (ZT)	Information provided <b>Closed</b>
RG0157 0020	12/11/2007	2.0	xoserve to provide live I&C LMNs to iGTS by 16 November 2007.	xoserve (ZT)	Information provided <b>Closed</b>
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	<b>Carried Forward</b>

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status Update</b>
RG0157 0022	12/11/2007	2.0	Transporters to assess the feasibility of holding CSEP MPRNs. at domestic sites.	National Grid (CW)	Information provided <b>Closed</b>
RG0157 0023	12/11/2007	4.0	Shippers to provide iGTs with meter volumes to enable site reconciliations.	All Shippers	<b>Carried Forward</b>
RG0157 0024	12/11/2007	4.0	xoserve to report back on the progress of meter volume provision.	xoserve (ZT)	Information provided <b>Closed</b>
RG0157 0025	12/11/2007	4.0	All to provide feedback to xoserve's proposals.	All	No feedback received <b>Carried Forward</b>
RG0157 0026	12/11/2007	4.0	xoserve to provide to shippers all closed LMNs that pre date January 2006 to which neutral reconciliation may be applied under UNC0167	xoserve (ZT)	Information provided <b>Closed</b>
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	<b>Carried Forward</b>
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)	Added to the agenda <b>Closed</b>
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	<b>Pending</b>
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)	<b>Pending</b>