

Review Group 0157 Minutes
Tuesday 20 May 2008
Ramada Solihull, High Street, B91 3RF

Attendees

Julian Majdanski (Chair)	JM	Joint Office of Gas Transporters
Helen Cuin (Secretary)	HC	Joint Office of Gas Transporters
Alison Jennings	AJ	xoserve
Beverley Grubb	BG	Scotia Gas Networks
Bob Fletcher	BJ	National Grid Distribution
Chris Warner	CW	National Grid Distribution
David Mitchell	DM	Scotia Gas Networks
David Speake	DS	ESP
Erika Mel�en	EM	E.ON UK
Heidi Martin	HM	RWE npower
Ian Monksfield	IM	xoserve
James Crosland	JC	Corona Energy
Jenny Rawlinson	JR	GTC
Mark Jones	MJ	SSE
Paul Edwards	PE	GTC
Phil Lucas	PL	National Grid Distribution
Savita Shaunak	SS	EDF
Simon Trivella	ST	Wales & West Utilities
Tracey Walker	TW	E.ON UK
Zo� Titchener	ZT	xoserve

Apologies

Abid Sheikh	AB	energywatch
Rosie McGlynn	RM	EDF

1. Introduction

1.1. Minutes of previous meeting

The minutes of the previous meeting were accepted.

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 a swim lane has been populated however there is still some missing data which is being worked on. AJ agreed to provide the latest version for publication on the Joint Office website. **Carried Forward .**

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

Action Update: See Action 0008 update. Complete.

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

Action Update: PL provided an updated workplan. **Complete.**

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

Action Update: See Action 0008 update. **Complete.**

New Action RG0157 044: ST to examine the possibility of the FCA becoming a public document.

Action Update: ST confirmed that National Grid publishes their document. WWU confirmed that they would also be willing to publish future versions of WWU publication. ST confirmed each FCA is individual and differing timescales may exist between DNOs. **Complete.**

Action RG0157 0045: iGTs to confirm the number of nested CSEPS, the number of connections and the AQ.

Action Update: JR provided the Nested CSEP details for GTC, ESP and IPL/QPL. PE requested that the document is not published on the website until final figures have been provided for all iGTs by the AiGT. ST asked about the possibility of a geographic split, i.e. by LDZ. PE confirmed that this can be supplied by LDZ. **Carried Forward .**

Action RG0157 0046: National Grid to raise a change request for removing certain rejections.

Action Update: See item 2.2. **Closed.**

Action RG0157 0047: xoserve to provide an update on removing rejections.

Action Update: See item 2.2. **Complete.**

2. Review Group Discussion

2.1. End to End Process

No further update was provided on the completion of the end to end process (see Action 0008 update).

2.2. Validations

ZT provided an update on the rejections for April. CSP01s had seen a numeric increase and AQ04s had also seen an increase. xoserve agreed to provide the figures which will be added to the Joint Office website.

JR asked if xoserve can provide the iGTs with the ring fenced figures for the iGTs to investigate and provide any further information.

Action 0048: xoserve to provide iGTs with details of ring fenced sites.

DM asked if xoserve were able to close down some of the projects where there is a mismatch of reference numbers as these may have been superseded or cancelled. He explained that some projects are chased with the iGTs but a number of projects still remain unresolved. JR asked if a list of sites can be provided to the iGTs for them to provide further information.

PE asked if xoserve were able to assist understanding the reasons for project rejections. AJ confirmed that the problem will hopefully exist for historical projects only as the introduction of DN References in December should improve the problem. BG was keen to work with the iGTs to resolve the outstanding projects.

PE asked if DNs can consider the use of a consistent format for reference numbers for example the use of either 10 or 11 digits.

Action 0049: DNs to consider the use of a standard format for DN reference numbers.

CW confirmed that DNs have considered further the relaxation of the validation process and as a result a number of concerns have been identified. BG explained some of the legal obligations. She expressed concern that the current arrangements are not working but the real concern was with the process allowing gas to be nominated through the settlement process, which may have significant safety and legal implications. BG confirmed that DNs are not able to support this approach and intend to provide a presentation at the Ofgem CSEP meeting. BG confirmed that SGN are exploring a solution whereby gas would not be able to flow due to HSE safety obligations. BG was keen to find a solution that effectively addressed the problems faced.

AJ confirmed that xoserve had taken an action to provide an update on removing certain validations. This was to ascertain if removing the validation would make the matching process easier.

AJ explained that Option 4, discussed at last months meeting, covers separating the physical from the commercial aspects. This Option can be split to either accept iGT updates if a record is found with DNs (solution 1); or by accepting all updates with no DN checks (solution 2). The DN preference would be the first solution.

AJ explained that a sample of 630 projects residing in National Grid areas had been investigated. She explained that xoserve only had access to non-complete projects for National Grid, via AQS. As such, it was not possible to analyse the results for the other networks to see the acceptance rate for Quoted or Accepted jobs.

Of the sample size of 630 projects investigated; 77 were found with a DN record, 38 found not added, 9 other reasons and 11 were at the Quoted stage. Therefore there were only 135 sites which could be added under solution 1. A further 36 were found at the cancelled stage. 453 could not be resolved.

The statistics indicate that of the sample used, which she believed was reasonably representative, removing the rejections would not actually make a significant progress on matching projects.

BG expressed a preference to work on the connection process and address the root cause.

BG noted that some of the iGTs have been involved in the industry dialogue, but she had a concern that other iGTs are not being engaged. JM confirmed that Ofgem are considering how to engage the other iGTs.

2.3. Nested CSEPs

(see Action 0045 update).

2.4. CSEP Reconciliation

ZT provided an overview of the reconciliation process explaining that xoserve would like a view from the industry now that there is an increased reconciliation flow.

ZT explained that xoserve are uncomfortable with releasing large reconciliation charges as there is not currently a dispute mechanism. She asked if Shippers and iGTs were able to consider a solution. PE confirmed

that GTC do have their own validation rules, however a Modification Proposal may be required to allow erroneous reads to be corrected.

ZT confirmed that there are about 4,000 I&C sites. Some reconciliations, between 25 and 50, have been held back.

Action 0050: Shippers and iGTS to consider a solution for reconciliation disputes.

Action 0051: xoserve agreed to contact Shippers to communicate the reconciliations that have been held back.

PE asked what Shipper validation on meter reading is undertaken. EM explained that there is validation but occasionally some reads can filter through.

JW asked of those held back, how many could be manually reconciled. ZT explained that the data submitted has created the read for reconciliation but the data appears out of line.

Action 0052: HM agreed to consider and establish a process for iGT's to implement meter read replacement.

Action 0053: xoserve agreed to report on response files to indicate how many reconciliations have been rejected or accepted.

MJ asked about the rejections and date mismatches. JR confirmed it would not be possible to have a manual workaround due to the volumes.

EM asked if date mismatches can be corrected on xoserve systems. JC suggested that sites can be reconciled back to zero. AJ explained the billing and reconciliation process using the Shipper contracted customer read. This would allow the volume of gas to be correct. She explained Shippers would have to agree to xoserve using the start date on their systems.

It was acknowledged that a regime change to take account of the correct gas consumed would need to be considered.

2.5. Long Term solutions

CW confirmed that the Ofgem CSEP group is due to meet in June. CW asked all present to consider the long term solutions in preparation for that meeting. PE confirmed that iGTs have considered the solutions and the only real concern expressed, relates to funding. He confirmed that iGTs were not silent on the solutions and welcomed shared funding.

PL confirmed that Ofgem had asked for responses and National Grid intend to provide one, he will also provide a copy to the Joint Office for circulation, if other parties are interested in seeing the response.

PE was keen to understand the potential timeframes for the different solutions. CW explained that these are long term solutions and will be dependant on system changes.

JM asked if there were any other options which should be considered.

3. Diary Planning for Review Group

JM confirmed that a draft Review Group Report will be produced to conclude the Review Group's findings and this will be added to the website for members to consider and provide feedback. This can be signed off at the Ofgem CSEP NExA meeting in June before submission to the UNC Panel

It was agreed no further Review Group meetings would be held and that the Ofgem CSEP NExA meeting will consider the Review Groups Recommendations.

4. AOB

PE confirmed that iGTs are about to undertake their AQ review process and expressed a concern with the AQ04 rejections. BG was keen to ensure the industry is correctly nominating Aqs.

BG surmised that having worked on the process for nearly year it is apparent that not all parties are clear on what the processes are or what the implications are of missing deadlines. She suggested that this needs to be worked upon with the Ofgem CSEP NExA Group. DM suggested that a key contact list is considered to improve the communication flows.

Action 0054: Key contact list to be considered.

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 to Ofgem CSEP NExA Meeting
RG0157 0009	11/09/2007	2.2	All to consider timescales that could be used within an end to end process.	All	Complete
RG0157 036	10/03/2008	2.1	Transporters to provide the updated workplan for publication on the Joint Office Website.	Transporters	Complete
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	Complete
RG0157 044	29/04/2008	1.2	ST to examine the possibility of the FCA becoming a public document.	WWU (ST)	Complete
RG0157 045	29/04/2008	2.2	iGTs to confirm the number of nested CSEPS, the number of connections and the AQ.	iGTs and AiGTs	Carried Forward to Ofgem CSEP NExA Meeting
RG0157 046	29/04/2008	2.2	National Grid to raise a change request for removing certain rejections.	National Grid (CW)	Closed
RG0157 047	29/04/2008	2.2	xoserve to provide an update on removing rejections.	xoserve (ZT)	Complete
RG0157 048	20/05/2008	2.2	xoserve to provide iGTs with details of ring fenced sites.	xoserve (ZT)	Carried Forward to Ofgem CSEP NExA Meeting
RG0157 049	20/05/2008	2.2	DNs to consider the use of a standard format for DN reference numbers.	Transporters	Carried Forward to Ofgem CSEP NExA Meeting

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
RG0157 050	20/05/2008	2.4	Shippers and iGTS to consider a solution for reconciliation disputes.	Shippers and iGTs	Carried Forward to Ofgem CSEP NExA Meeting
RG0157 051	20/05/2008	2.4	xoserve agreed to contact Shippers to communicate the reconciliations that have been held back.	xoserve (ZT)	Carried Forward to Ofgem CSEP NExA Meeting
RG0157 054	20/05/2008	4.0	Key contact list to be considered.	All	Carried Forward to Ofgem CSEP NExA Meeting