

UNC Workgroup 0624R Minutes
Review of arrangements for Retrospective Adjustment of Meter
Information, Meter Point/Supply Point and Address data
Friday 08 December 2017
at Xoserve Ltd, Lansdowne Gate, 65 New Road, Solihull. B91 3DL

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Mike Berrisford	(MB)	Joint Office
Andy Clasper	(AC)	Cadent
Andrew Margan*	(AM)	British Gas
Beverley Viney	(BV)	National Grid
Chris Warner	(CW)	Cadent
Emma Lyndon	(EL)	Xoserve
Emily Wells*	(EW)	Corona Energy
Gareth Evans*	(GE)	Waters Wye Associates
Hilary Chapman*	(HC)	SGN
John Cooper*	(JC)	EUK
Kirsty Dudley*	(KD)	E.ON
Mark Jones*	(MJ)	SSE
Paul Carmen*	(PC)	ScottishPower
Paul Orsler	(PO)	Xoserve
Rachel Mottram*	(RM)	first:utility
Shanna Key	(SK)	Northern Gas Networks

* via teleconference

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0624/081217>

The Workgroup Report is due to be presented at the UNC Modification Panel by 18 January 2018.

1.0 Introduction and Status Review

BF welcomed all to the meeting and explained that this is primarily a 'catch up' session to obtain a high-level view on the consultation responses received to date.

1.1. Approval of Minutes (28 November 2017)

The minutes of the previous meeting were approved.

2.0 Review of High-Level Synopsis of the Responses from the Consultation

EL briefly explained that one late response was received the previous day and that of the 10 Shipper organisations that have submitted a response, the majority indicated a preference for Option 3, whilst all of the Transporters have indicated a preference for Option 4.

To summarise, Option 3 at high-level, would provide a fully automated solution (including reconciliation), that would work towards potentially reducing shipper resourcing requirements. However, some inconsistencies relating to RAASP error rates have been observed which could potentially impact upon costs. Xoserve is looking to discuss the matter in more detail with a couple of parties to hopefully resolve these anomalies.

It was noted that the Transporters are extremely keen that any Cost Benefit Analysis (CBA) and comparison stacks up.

PO pointed out that Option 3 does have an extended system development lead time that Xoserve would be considering in due course. Furthermore, he asked parties to note that Option 3 would also require a separate system release and that Xoserve would be presenting the case at the next DSC Change Management Committee meeting so that they were aware of the potential impacts. CW suggested that care maybe needed in order to better understand any potential 'knock on' effects to other industry changes in the pipeline and also the potential impact on the CBA.

EL confirmed that the costs identified to date only relate to system development and not market trials. When CW suggested that it is imperative that the industry fully understands the potential cost implications, EL advised that she would look to provide a 'ballpark' figure for the market trials related costs for consideration at the January 2018 Workgroup meeting. It was suggested that if ALL costs are not available in time for consideration at the 08 January 2018 Workgroup meeting, that an indication of when any missing ones would be available, would be beneficial.

New Action 1201: Reference the Option 3 solution - Xoserve (EL) to look to provide a 'ballpark' figure for the market trials related costs, and an indication of when any missing costs would be provided, for consideration at the January 2018 Workgroup meeting.

AM voiced his concern that there appears to be a misconception that Xoserve drives the release date, which is completely wrong, as it is the industry that does so via the DSC Change Management Committee. Responding, PO acknowledged the point.

Moving on, CW suggested that further consideration is required around how to best construct the CBA (i.e. set it out) and that perhaps one option would be to append it to the Workgroup Report and this was agreed.

Whilst accepting that Xoserve still needs to clarify some points with parties, AM wondered whether or not there is a clear business case for one of the five potential system (option) solutions. Responding, CW felt that the answer to the question largely relates to what information Xoserve is able to release to the Workgroup at this time, whilst a presentation by Xoserve outlining the facts, for consideration at the next meeting might prove beneficial.

EL indicated that whilst Xoserve are currently considering the best format for the high-level summary and CBA documents, they would endeavour to provide a suitable presentation to accompany the CBA within the next few weeks. When pressed for a date, PO indicated that before 22 December 2017 was the aim.

New Action 1202: Reference the five potential (option) solutions - Xoserve (EL/PO) to look to provide a high-level summary of representations received, including clearly identifying the various factors involved.

New Action 1203: Joint Office (BF/MB) to ensure that the 08 January 2018 meeting invite includes confirmation that the high-level summary (and CBA), has/have been published.

3.0 Development of Workgroup Report

Consideration deferred.

4.0 Review of Outstanding Actions

Action 1001: Xoserve (EL) to clarify the costs of 1A and 1B in Option 1 and how these costs are to be distributed and to also clarify if RFA is through CMS or if it's the file and these will be split.

Update: EL explained that the costs of the 1A and 1B elements of Option 1 will be based on the use of volumes file information, whilst furthermore, there are not expected to be any changes to the costs involved. **Closed**

Action 1002: Xoserve (EL) to map each of the 5 Options against the 68 scenarios in a table format to be including in the Report as an appendix.

Update: EL explained that work remains ongoing on this action. **Carried Forward**

Action 1003: ScottishPower (AL) to update the Consultation Response Document with regards to the tables, overall staff costs and benefits to the Consumer.

Update: Whilst acknowledging that AL was not in attendance at the meeting, the Workgroup believed that the action has been successfully completed and could therefore be closed. **Closed**

Action 1101: Xoserve (PO) *Reference post Project Nexus retrospective **read** analysis* – Xoserve (PO) to consider providing the analysis on a by market sector basis for consideration at the next Workgroup meeting.

Update: PO explained that analysis suggests that the volumes involved are not materially greater than those observed prior to Project Nexus and proportionally represent a small difference. **Closed**

Action 1102: Cadent (CW) & Xoserve (PO) *Reference provision of a supporting Cost Benefit Analysis (CBA)* - Cadent (CW) and Xoserve (PO) to look to provide a CBA 'Strawman' for consideration at the next meeting.

Update: Please refer to discussions under item 2.0 above. **Closed**

5.0 Next Steps

Subject to the provision of the high-level summary of the representations received and a cost benefit analysis, it is intended to complete the Workgroup Report at the 08 January 2018 meeting for submission to the 18 January 2018 Panel meeting.

6.0 Any Other Business

None.

7.0 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
10.30am Monday 08 January 2018	Xoserve, Landsdowne Gate, 65 New Road, Solihull B91 3DL.	<ul style="list-style-type: none"> • Consideration of high-level responses summary and cost benefit analysis. • Conclusion of (Request) Workgroup Report.
10:30am Friday 12 January 2018	To be confirmed.	<ul style="list-style-type: none"> • Items to be confirmed.

Action Table (as at 08 December 2017)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1001	24/10/17	2.0	Xoserve (EL) to clarify the costs of 1A and 1B in Option 1 and how these costs are to be distributed and to also clarify if RFA is through CMS or if it's the file and these will be split.	Xoserve (EL)	Update provided. Closed
1002	24/10/17	2.0	Xoserve (EL) to map each of the 5 Options against the 68 scenarios in a table format to be including in the Report as an appendix.	Xoserve (EL)	Carried Forward
1003	24/10/17	2.0	ScottishPower (AL) to update the Consultation Response Document with regards to the tables, overall staff costs and benefits to the Consumer.	ScottishPower (AL)	Update provided. Closed
1101	28/11/17	2.0	<i>Reference post Project Nexus retrospective read analysis</i> – Xoserve (PO) to consider providing the analysis on a by market sector basis for consideration at the next Workgroup meeting.	Xoserve (PO)	Update provided. Closed
1102	28/11/17	4.0	<i>Reference provision of a supporting Cost Benefit Analysis (CBA)</i> - Cadent (CW) and Xoserve (PO) to look to provide a CBA 'Strawman' for consideration at the next meeting.	Cadent (CW) & Xoserve (PO)	Update provided. Closed
1201	08/12/17	2.0	<i>Reference the Option 3 solution</i> - Xoserve (EL) to look to provide a 'ballpark' figure for the market trials related costs, and an indication of when any missing costs would be provided, for consideration at the January 2018 Workgroup meeting.	Xoserve (EL)	Pending
1202	08/12/17	2.0	<i>Reference the five potential (option) solutions</i> - Xoserve (EL/PO) to look to provide a high-level summary of representations received, including clearly identifying the various factors involved.	Xoserve (EL/PO)	Pending
1203	08/12/17	2.0	To ensure that the 08 January 2018 meeting invite includes confirmation that the high-level summary (and CBA), has/have been published.	Joint Office (BF/MB)	Pending