

Meeting Details

Meeting Description:	Shipperless and Unregistered Sites Working Group
Meeting Date:	27 th July 2011
Attendees:	<p>Alison Jennings (AJe) Xoserve, Mark Woodward (MW) Xoserve, Karen Anthony (KA) Xoserve, Andrew Wallace (AW) Ofgem, Nadina Johnson (NJ) BG, Lynne Fallon (LF) BG, Dave Watson (DW) BG, Steve Mullinganie (SM) Gazprom, Chris Warner (CW) NGrid, Alex Ross (AR) NGN, Anne Jackson (AJa) SSE, James Chapple (JC) SSE, Danielle King (DK) EON, Sharon Broadley (SB) SCP, Naomi Anderson (NA) EDF, Katherine Porter (KP) EDF,</p> <p>Via Teleconference:</p> <p>Joel Martin (JM) SGN</p>
Apologies:	Carol Lincoln EDF, Sunny Vara First Utility, Sue Cropper BG

Completed Actions

Ref.	Description	Action	Status
1-92, 94,95, 96, 97 & 98	These actions were completed pre-June 2011 and have been archived for future reference		

Actions Completed during June/July 2011 meetings

Ref.	Description	Action	Status
93	<p>ACTN: DW to speak to BG lawyers regarding the details of the Pipeline Act to understand the impacts of this on the proposed MOD Update: 6th April further clarification required on why this should have any relevance to proposed MOD – Action MW to clarify Update 27th July – MW gave explanation on Pipeline Act, CW advised will be looking at possible MOD surrounding this issue – draft document to be made visible to the group.</p> <p>KS advised that once work is completed on site the UIPs advise the DNs; this should trigger the start of the process however xoserve are currently not aware of when the service is actually laid as the MPRN is created at quote acceptance stage ACTN: DW to speak to AJ regarding the trigger for the start of the process and the clock to start ticking Update: 8th June – DW unable to attend this meeting therefore all items are to be carried forward. Update: 27th July – AJe advised that the MPRN creation date would trigger the start of the process, the MPRN creation group is looking at what date this refers to but it still remains that the creation date will be the trigger</p>	<p>MW</p> <p>AJe</p>	<p>Complete</p> <p>Complete</p>

100	<p>Root Causes</p> <p>ACTN: Request by Networks to receive sample of shipper raised MNC's to site visit and establish reasons for initial request from shipper Update: 8th June JF advised that out of their sample of 10 MNCs: 4 were pre 2002, 3 were post 2002 and 3 had no details.</p> <p>ACTN: Sub Group to be formed looking at:</p> <ol style="list-style-type: none"> 1. Industry agreement surrounding the business rules as to what circumstances constitutes the creation and labelling of a new service and the use of M Number from an existing service. 2. The procedure around cancelled services – To include services which are deferred. 3. Labelling of services (Allocation) – Should also work in conjunction with any business rules for IGT's 4. The procedure and governance for dealing with services which are removed. 5. Optimal timescales for the request and creation of an M Number on Sites and Meters <p>ACTN: All to review draft root cause document and provide feedback Update: 8th June group formed and initial meeting taken place 8th June, invite to be extended further to all interested parties in due course.</p>	MW	Complete
101	<p>In order to reach some conclusion to the Shipperless and Unregistered Workgroup, group needs give thought to the way forward.</p> <p>ACTN: Group to discuss ways forward and possible MODs ready for next meeting. Update: 27th July – this issue discussed in more detail under heading of Root Cause Report</p>	All	Complete
104	<p>MW ran through the final pages of the root cause document and the potential 4 areas for discussion. In relation to point 4, those MPRNs to be set to EX after 5 years; in terms of current volumes this equates to approximately 676 MPRNs.</p> <p>ACTN: MW to send whole portfolio of the MPRNs to any interested parties; networks and shippers. Update: 27th July MW advised that these sites held in Legitimately Unregistered with a plot address were to be sent to Networks imminently</p>	MW	Complete

Actions from meeting held on 03/11 /10

Ref.	Description	Action	Status
93	<p><u>Strawman presentation</u></p> <p>ACTN: DW to send e-mail to AW providing examples of sites with meters fitted without contracts in place Update: 6th April no examples received as yet, to be provided Update 27th July – DW to contact AW</p>	DW	Ongoing
	<p>ACTN: DW to speak to Health & Safety Executive to gain understanding on their view on safety issues surrounding this process Update: 6th April raised with Health & Safety Executive response expected back 15th April Update 27th July – DW to chase Health & Saftey Exec for response</p>	DW	Ongoing

Actions from meeting held on 06/04/2011

Ref.	Description	Action	Status
99	<p><u>National Grid/BGT Trial</u></p> <p>ACTN: CW to provide further clarity on the material to be left by BGT on behalf of National Grid to ensure safeguards in place so that that end user has choices to obtain a supplier</p>	ALL	On hold
	<p>ACTN: Group to direct any comments relevant to the presentation to CW or AW</p> <p>ACTN: Group to provide comment on any additional measures to demonstrate the success criteria to be used for the trial</p> <p>Update: 8th June CW advised suspension in current plans; awaiting BG proposals to include all shippers/suppliers. JF advised that Northern are looking at similar project to be conducted by their industrial staff during the summer. Update: 27th July 2011 CW advised that trial with BG has been parked for now</p>	ALL	

Ref.	Description	Action	Status
100	<p><u>Root Causes</u></p> <p>ACTN: AW suggested looking at a best practice notice board to provide some of the suggestions and recommendations Update: 8th June MW spoken to Xoserve web developers to look at providing hints & tips on existing or new web page. Will be looking into this further in August. Xoserve Customer Team will discuss during shipper meetings. Update: 27th July MW still in discussions with Customer Team & web developer, update likely in September.</p>	MW	Ongoing

Actions from meeting held on 08/06/2011

Ref.	Description	Action	Status
102	ACTN: MW to provide volumes on 'meter worker' provided C&Ds. Update: 27 th July MW to provide figures to the group at next meeting	MW	Ongoing
103	ACTN: MW to provide the AQ breakdown for those LSP sites that remain unregistered Update: 27 th July MW to provide figures to group at next meeting	MW	Ongoing

Actions from meeting held on 27/07/2011

Ref.	Description	Action	Status
105	<p>AJ advised that we have had no comments at all on draft unregistered report and would hope to have the draft document published on Joint Office by the end of June.</p> <p>ACTN: AW raised issue surrounding funding, networks to give this issue some consideration. Update: 27th July AW to consider proposals enabling Networks to recover revenue for unregistered sites. Group to give some thought as to where this issue should sit.</p> <p>ACTN: Group to provide feedback to draft report during the next couple of weeks with a view to publishing the document by end of June. Update: 27th July Feedback provided by AJa, relevant details to be captured in edited version of draft Root Cause Document</p> <p>ACTN: Ref point 1 of slide – issue raised concerning MAMs being responsible for fitting meters, customer doesn't have to sign a contract first, should MAMCOP be utilized? AW to discuss internally at Ofgem</p> <p>ACTN: Issue raised surrounding C&D obligations and that current regulations appear to be failing – the root cause report suggests setting up a working group to look specifically at C&D issues. AW to discuss internally at Ofgem the possibility of strengthening governance surrounding C&D obligations</p> <p>ACTN: Ref point 2 of slide – some customers are registered with a shipper but not a supplier; more an issue on IGT sites but could also happen on DN sites – would DN be prepared to disconnect supplier-less sites? Group to discuss</p>	<p>Networks</p> <p>MW</p> <p>AW</p> <p>AW</p> <p>All</p>	Ongoing
106	MW ran through stats ACTN: MW to provide age analysis details to group at next meeting	MW	
107	MW provided update to group on MPRN Creation Workgroup, a number of shippers voiced their wish to be included in the meetings when it is opened up to wider industry. ACTN: SM suggested that plot address issues should be added as a further scenario	MW	
108	JM suggested a data exercise for shippers to provide entire portfolios to be checked against Xoserve data for comparison. The size of some shippers' portfolios gave issue for concern although JM suggested only one or two shippers to participate initially perhaps with limited data items. ACTN: DW to look at providing this data within his organization and look at possible issues and potential benefits – to report back to group.	DW	

Minutes

1. Introductions

Introductions were carried out.

2. Actions from Previous Meetings

MW ran through all previous actions.
See Updates Above.

3. Root Cause Report

AJa ran through SSE's response to the draft root cause document – any resulting actions captured under 'Actions' ref 105.

4. Stats and Unregistered reports

MW ran through the industry stats.

5. AOB

None

Next Meeting: 11.00am –1.00pm (including lunch), 19th October 2011, Conference Room 6, 31 Homer Road Solihull