

## UNC Unidentified Gas (UIG) Workgroup Minutes

Friday 07 December 2018

at Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA

### Attendees

Rebecca Hailes (Chair)	(RH)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Carl Whitehouse*	(CWh)	First Utility
Chris Warner	(CW)	Cadent
Edd Fyfe*	(EF)	SGN
Emma Smith	(ESm)	Xoserve
Imran Shah*	(IS)	British Gas
John Welch	(JW)	npower
Kirsty Dudley*	(KD)	E.ON
Leanne Jackson	(LJ)	Xoserve
Lorna Lewin*	(LL)	Orsted
Louise Hellyer	(LH)	Total Gas & Power
Luke Reeves*	(LR)	EDF Energy
Mark Bellman	(MB)	ScottishPower
Megan Coventry*	(MC)	SSE
Michael Robertson	(MR)	ScottishPower
Shaheeni Vekaria*	(SV)	Utility Warehouse
Steven Britton*	(SB)	Cornwall
Tracey Saunders	(TS)	Northern Gas Networks

\* via teleconference

Copies of all papers are available at:

### 1.0 Introduction and Status Review

#### 1.1 Approval of Minutes (19 November 2018)

The minutes of the previous meeting were approved.

#### 1.2 Pre-Modification discussions

No Pre-modifications to discuss.

### 2.0 UIG Dashboard Reporting

Leanne Jackson (LJ) advised that three Change Proposals went to the last DSG meeting, these are:

- XRN4806 Additional data at National Level to support UIG Allocation validation;
- XRN4790 Introduction of winter read/consumption reports and associated obligation (Modification 0652), and
- XRN4789 Updating Shipper Reporting Packs and glossary.

ESm asked for feedback from the group on *XRN4806 Additional data at National Level to support UIG Allocation validation* which is published here:

<http://www.gasgovernance.co.uk/Change-Proposals/4801-4850>, if there are any other requirements, to please let ESm know ([emma.smith@xoserve.com](mailto:emma.smith@xoserve.com)).

Kirsty Dudley (KD) asked if it is planned to go straight to solution. ESm advised that the most likely route will be sending out for initial review; the solution to this change could be completed by the UIG Taskforce, therefore, this may not need any additional funding, but this will require verification.

Change Proposal *XRN4790 Introduction of winter read/consumption reports and associated obligation (Modification 0652)* requires a number of reports and has been approved via DSC Change Management Committee. It is recommended that this is tabled at the next DSG meeting and PAC meetings. Approval at the next DSC Change Management Committee on 12 December will be sought to issue the initial report in December. This Change Proposal has been scoped and Xoserve are carrying out testing and assurance. Xoserve are aiming to get the report out by 13 December via email. Louise Hellyer (LH) suggested that UIG contacts are included in the distribution list.

Change Proposal *XRN4789 Updating Shipper Reporting Packs and glossary* has been sent out for initial review and Xoserve are currently collating all information. This will then go to DSC Change Management Committee meeting to see if there is any appetite to do that piece of work.

### Sprint 6

LJ confirmed that the UIG Taskforce have finished Sprint 6 and are currently developing findings and sharing recommendations. There are 4 documented recommendations going to DSC Change Management Committee next week. Once the recommendations have been shared at the DSC Change Management Committee they will be published on the Xoserve website here: <https://www.xoserve.com/index.php/unidentified-gas-uig/>.

When asked, LJ confirmed that circa £460k of the available funds have been spent so far.

## **3.0 Workgroups**

### **3.1. 0652 - Obligation to submit reads and data for winter consumption calculation (meters in EUC bands 3 - 8)**

*(Report to 20 December 2018)*

<https://www.gasgovernance.co.uk/0652>

### **3.2. 0664 - Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4**

*(Report to Panel 21 March 2019)*

<https://www.gasgovernance.co.uk/0664>

### **3.3. 0672 - Incentivise Product Class 4 Read Performance**

*(Report to Panel 17 January 2018)*

[www.gasgovernance.co.uk/0672](http://www.gasgovernance.co.uk/0672)

## **4.0 Issues**

### **4.1. New Issues**

None raised.

## **5.0 Review outstanding actions**

**Action 1001:** ES to investigate if an AQ tolerance would help and feed back to this meeting on this and known AQ system issues.

**Update:** ESm gave a verbal update and advised that examples related to known defects have been received and the AQ fixes are now understood. The next tranche of corrections is due to be fixed by February 2019. It is confirmed that testing will need to be maximised. Depending on how successful that testing is, will determine if this can be implemented earlier.

ESm advised that this may need an assessment for a few months to consider putting a tolerance level against the AQ. There is a need to fully understand if that has a detrimental impact on read submission.

The validation of reads and tolerance levels were discussed. ESm advised, as a suggested solution, a spurious AQ could be held for a month whilst investigations are undertaken to validate, with a communication to the Shipper advising of the % increase. This may need a modification to implement.

Providing the AQ calculation defects are now fixed, the AQ should start to process normally. ESm suggested the accuracy of AQ calculations once all defects are fixed will need to be assessed. **Closed**

**New Action 1201:** ESm to circulate the AQ Defect Resolution Plan prior to the next UIG meeting and provide an update at the next meeting in January.

**Action 1002:** Xoserve to review the customer management information currently available and provide proposals on how this can be delivered based on the views of customers.

**Update:** Workgroup agreed this action is now closed as it is being covered at the DSC Change Management Committee via XRN 4789. **Closed**

## 6.0 Any Other Business

None

## 7.0 Diary Planning

Further details of planned meetings are available at: <https://www.gasgovernance.co.uk/events-calendar/month>

Time / Date	Venue	Workgroup Programme
10:30 Tuesday 22 January 2019	Radcliffe House, Blenheim Court Warwick Road Solihull B91 2AA	Detail planned agenda items.
10:30 Tuesday 26 February 2019	Radcliffe House, Blenheim Court Warwick Road Solihull B91 2AA	Detail planned agenda items.
10:30 Monday 25 March 2019	Radcliffe House, Blenheim Court Warwick Road Solihull B91 2AA	Detail planned agenda items.
10:30 Tuesday 23 April 2019	Radcliffe House, Blenheim Court Warwick Road Solihull B91 2AA	Detail planned agenda items.
10:30 Tuesday 21 May 2019	Radcliffe House, Blenheim Court Warwick Road Solihull	Detail planned agenda items.

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<b>Action Table (as at 07 December 2018)</b>					
<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status Update</b>
1001	03/10/18	1.1	ESm to investigate if an AQ tolerance would help and feed back to this meeting on this and known AQ system issues.	Xoserve (ESm)	<b>Closed</b>
1002	31/10/18	2.0	Xoserve to review the customer management information currently available and provide proposals on how this can be delivered based on the views of customers	Xoserve (FC)	<b>Closed</b>
1201	07/12/18	5.0	ESm to circulate the AQ Defect Resolution Plan prior to the next UIG meeting and provide an update at the next meeting.	Xoserve (ESm)	<b>Pending</b>