
UNC Distribution Workgroup Minutes
Tuesday 10 December 2013
Consort House, 6 Homer Road, Solihull, B91 3QQ

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HCu)	Joint Office
Alex Ross-Shaw*	(ARS)	Northern Gas Networks
Alison Chamberlain	(AC)	National Grid Distribution
Andrew Margan	(AM)	British Gas
Anne Jackson*	(AJ)	SSE
Beverley Viney	(BV)	National Grid NTS
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Addison	(DA)	Xoserve
David Mitchell	(DM)	Scotia Gas Networks
Erika Melén	(EM)	Scotia Gas Networks
Gareth Evans	(GE)	Waterswye
Hilary Chapman	(HCh)	Xoserve
Kirsten Elliot-Smith	(KES)	Cornwall Energy
Lesley Ferrando*	(LF)	Ofgem
Lorna Lewin	(LL)	DONG Energy
Mark Jones*	(MJ)	SSE
Rob Cameron-Higgs*	(RCH)	First Utility
Rob Johnson	(RJ)	Wingas
Sasha Pearce	(SP)	RWE npower

* via teleconference

Copies of all papers are available at: www.gasgovernance.co.uk/Dist/101213

1. Introduction and Status Review

1.1. Minutes

Minutes of previous meeting approved.

1.2. Actions

1101: ISS055 - Xoserve (DA) to provide a view on the proposed process, disaggregation volumes and threshold crosser timelines and to highlight any potential material impacts associated with the process.

Update: DA advised that Xoserve investigations are ongoing. **Carried Forward.**

2. Workgroups

The following Workgroup meetings took place:

- 2.1. 0466 - Daily Meter Reading Simplification**
(Report to Panel 20 March 2014) – Papers at:
www.gasgovernance.co.uk/0466

-
- 2.2. 0469S - Transporter Gas Safety Visit Reporting**
(Report to Panel 20 March 2014) – Papers at:
www.gasgovernance.co.uk/0469
- 2.3. 0470 - Notification of Minimal Safety operating gas needs of large customers**
(Report to Panel 20 March 2014) – Papers at:
www.gasgovernance.co.uk/0470
- 2.4. 0472 - Restricting the number of registration attempts by a supplier**
(Report to Panel 17 April 2014) – Papers at:
www.gasgovernance.co.uk/0472

3. Issues

3.1. ISS 0052 - Transfer of Assets

CB confirmed some sites are still in the process of being registered. The Workgroup agreed to consider the lessons learned after 23 January 2014.

3.2. ISS 0055 - Modification 0428 'Single Meter Supply Points' – (18 month) implementation timeline concerns

DA agreed to provide an update on the action on 23 January 2014 and provide a view on the volumes Xoserve is able to process. GE also agreed to consider the requirement for a modification in the new year.

3.3. New Issues

3.3.1. Implementation of Modification 0429 - Customer Settlement Error Claims Process

DA presented an update on the customer settlement error claims process and the Ofgem decision letter suggesting better clarity is provided for those who wish to use the process. It was proposed that guidelines are produced governed by the UNC and views were welcomed on this approach. AC confirmed Modification [0474 - Inclusion of the guidelines relating to the "Customer Settlement Error Claims Process" within UNC governance](#), had been raised and the Workgroup agreed that an issue was not required.

3.3.2. AUGE guidelines

SP wished to highlight that it is their intention to request an amendment to the AUGE guidelines and possibly a review of the process. SP believed that the query process would benefit from improvement around the validation of queries. GE challenged whether the review was required, as the amendments would only apply for 1 year should Project Nexus be implemented in October 2015. Should these discussion be consider as part of the development on Modification 0473 - Project Nexus – Allocation of Unidentified Gas which may succeed the current AUG process. SP agreed to consider options going forward and the Workgroup agreed an issues wasn't required at this stage.

3.3.3. SHQ Review process

EM explained that SGN were keen to follow the process and provided an overview of the process implemented as part of Modification 0390. They were concerned at the lack of responses from Shippers as they had approach 12 and only 7 responded.

GE noted that some Shippers contact consumers though they do not always get the required response back. DA asked if there was a tolerance that could be applied to reduce the impact. EM advised it was considered and each case was taken on its merits.

EM explained the 3 options they were considering as the subject for a modification to resolve the problem for their networks and asked for views on which was the most

appropriate to develop. Most present felt that option 1 was the most beneficial, though most would prefer if the existing process were made to work. GE asked if the modification would still be raised if enough Shippers responded to the request s for this year. EM confirmed it is still their intention to raise the modification.

The Workgroup agreed that an issue was not required.

4. Any Other Business

None.

5. 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
10:30 Tuesday 07 January 2014	Consort House, 6 Homer Road, Solihull B91 3QQ	0458, 0469S, 0472, New mod 0474.
10:30 Thursday 23 January 2014	Consort House, 6 Homer Road, Solihull B91 3QQ	0466 and 0470
10:30 Monday 10 February 2014	Solihull	TBC
10:30 Thursday 27 February 2014	ENA, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	TBC
10:30 Tuesday 11 March 2014	Solihull	TBC
10:30 Thursday 27 March 2014	ENA, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	TBC
10:30 Tuesday 08 April 2014	Solihull	TBC
10:30 Thursday 24 April 2014	Solihull	TBC
10:30 Wednesday 07 May 2014	Solihull	TBC
10:30 Thursday 22 May 2014	ENA, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	TBC

Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1101	08/11/13	3.3	<i>ISS055</i> - To provide a view on the proposed process, disaggregation volumes and threshold crosser timelines and to highlight any potential material impacts associated with the process.	Xoserve (DA)	Carried Forward