

**UNC Distribution Workgroup Minutes**  
**Thursday 27 March 2014**  
**ENA, 52 Horseferry Road, London SW1P 2AF**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office
Lorna Dupont (Secretary)	(LD)	Joint Office
Adam Pearce*	(AP)	ES Pipelines
Alan Raper	(AR)	National Grid Distribution
Alex Ross-Shaw*	(ARS)	Northern Gas Networks
Andrew Margan	(AM)	British Gas
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Addison*	(DA)	Xoserve
Dave Mitchell	(DM)	Scotia Gas Networks
Ed Hunter	(EH)	RWE npower
Eleanor Laurence*	(EL)	EDF Energy
Hilary Chapman	(HCh)	Xoserve
Huw Comerford	(HCo)	Utilita
Mark Jones	(MJ)	SSE
Steve Mulinganie	(SM)	Gazprom

\* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/dist/270314>

**1. Introduction and Status Review****1.1. Minutes**

The Minutes of the previous meeting (11 March 2014) were approved.

**1.2. Actions**

**0201:** *ISS 0063* - Xoserve (DA) to look to define a set of pre-payment values that should also include identification of any 'rogue' values (i.e. values that have not been maintained correctly).

**Update:** Presentation provided by Xoserve; see 3.2, below. **Closed.**

**0301:** *UNC Modification 0431* - Xoserve to liaise with SGN and provide a communication to clarify the implementation timeline.

**Update:** The implementation date has been amended to allow sufficient notice to be issued prior to the first reports being made available at the beginning of May. The implementation date provided was the 01 May 2014 however DA explained that the first portfolio extract would be undertaken on the first non-business day within May. A revised implementation notice has been issued with an implementation date of 01 April 2014 to provide the appropriate notice period. A timeline has been provided to the UK Link Committee and Xoserve has written out to all Users asking them for portfolios on 02 April 2014 and to confirm recipients. **Closed.**

**1.3 Modifications with Ofgem**

None.

#### 1.4 Pre-Modification discussions

No business raised.

## 2. Workgroups

The following Workgroup meetings took place:

- 2.1. **0445 - Amendment to the arrangements for Daily Metered Supply Point Capacity**  
(Report to Panel 15 May 2014) – Papers at:  
[www.gasgovernance.co.uk/0445](http://www.gasgovernance.co.uk/0445)
- 2.2. **0469S – Transporter Gas safety Visit Reporting**  
(Report to Panel 17 April 2014) – Papers at:  
[www.gasgovernance.co.uk/0469](http://www.gasgovernance.co.uk/0469)
- 2.3. **0475S – Update to Section G, Annex G3 (Prospective Erroneous Large AQ Calculation Proforma)**  
(Report to Panel 17 April 2014) – Papers at:  
[www.gasgovernance.co.uk/04752](http://www.gasgovernance.co.uk/04752)
- 2.4. **0486 – Use of the Pre-Payment Profile For iGTs**  
(Report to Panel 17 July 2014) – Papers at:  
[www.gasgovernance.co.uk/0486](http://www.gasgovernance.co.uk/0486)
- 2.5. **0487S – Introduction of Advanced Meter Indicator and Advanced Meter Reader (AMR) Service Provider Identifier**  
(Report to Panel 19 June 2014) – Papers at:  
[www.gasgovernance.co.uk/0487](http://www.gasgovernance.co.uk/0487)
- 2.6. **0488S – Additional Changes to the Mod 81 Reports**  
(Report to Panel 19 June 2014) – Papers at:  
[www.gasgovernance.co.uk/0488](http://www.gasgovernance.co.uk/0488)

## 3. Issues

### 3.1. ISS 0052 - Transfer of Assets

AR advised work is still in progress, and requested that this be carried forward to the Distribution Workgroup agenda on 24 April 2014.

### 3.2. ISS 0063 - 0451AV: Individual Settlements For Pre-Payment & Smart Meters

The Workgroup reviewed the questions set by UNC Modification Panel.

#### 1) Pre Payment Meter Flag – Validation Issue

The Distribution Workgroup was asked to consider whether there is an issue concerning the validation of the Pre Payment Meter flag and the potential impacts on the implementation and operation of Modification 0451AV:

- a) Review the validation and use of the Pre Payment Meter Flag;
- b) Consider potential solutions;
- c) Provide recommendations by the May Panel, including consideration of modifications and/or changes to operational process required to improve the accuracy of data associated with the Pre Payment Meter flag.

*Review the validation and use of the Pre Payment Meter Flag*

HCh presented figures for the various Meter Mechanism codes and associated populations. Following a brief discussion, during which concerns were expressed that some of the codes appeared to be 'historical', and that a number of sites appeared to be 'U – unknown', it was confirmed that PP and ET be eligible/valid for use, with validation against NS, S1 and S2 (when available). It was suggested it would be useful to 'future proof' with relevant codes as far as possible. DA confirmed he would issue a communication and notify UK Link Committee.

HCh noted that some communications have been issued regarding the February and March portfolios, which are due shortly (Smart operating in Pre Payment mode).

CB suggested that Pre Payment types that are no longer valid should be brought to SPAA's attention. DA clarified that Xoserve holds the Meter Mechanism, not the Pre Payment type; it is not the function of the Meter Model Table. RGMA flows would not be rejected on this basis.

*Consider potential solutions*

No view reached at present.

*Provide recommendations by the May Panel, including consideration of modifications and/or changes to operational process required to improve the accuracy of data associated with the Pre Payment Meter flag*

No view reached at present. Recommendations will be considered once discussions have been concluded.

2) Implementation Issues

The Distribution Workgroup was also requested to give thought to the current implementation issues for Modification 0451AV, including:

- a) Consider the implications of billing of sites between the implementation date of 01 February 2014 and the implementation of appropriate billing tools;
- b) How to apply the Pre Payment Meter profile to sites from 01 February 2014;
- c) Provide a report by the May Panel.

*Consider the implications of billing of sites between the implementation date of 01 February 2014 and the implementation of appropriate billing tools*

This was under consideration by Xoserve.

*How to apply the Pre Payment Meter profile to sites from 01 February 2014*

This had been referred to the Demand Estimation Sub committee (DESC) for consideration and creation of an appropriate profile by September for application in October, and was discussed at the DESC meeting on 25 March 2014. BF will request a progress update from DESC.

**Action 0302: UNC0451AV - Creation of a PPM Profile: Request progress update from DESC.**

*Provide a report by the May Panel*

Recommendations to be considered once discussions have concluded.

### 3.3. New Issues

None raised.

## 4. Any Other Business

### 4.1 0431 - Shipper/Transporter - Meter Point Portfolio Reconciliation Implementation and intended timeline

See Action 0301, above. DA confirmed that a UK Link communication had been issued to clarify the timeline.

### 4.2 SIU Enduring solution

No update available; deferred to next meeting.

### 4.3 PARCA

No update available; deferred to next meeting.

## 5. Diary Planning

Further details of planned meetings are available at: [www.gasgovernance.co.uk/Diary](http://www.gasgovernance.co.uk/Diary)

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
10:30 Tuesday 08 April 2014	31 Homer Road, Solihull, B91 3LT	0466, 0472, 0475S, 0488S
10:30 Thursday 24 April 2014	31 Homer Road, Solihull, B91 3LT	0445, 0469S, 0486, 0487S
10:30 Wednesday 07 May 2014	31 Homer Road, Solihull, B91 3LT	<i>To be confirmed</i>
10:30 Thursday 22 May 2014	ENA, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	<i>To be confirmed</i>

### Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0201	27/02/14	3.3.1	To look to define a set of pre-payment values that should also include identification of any 'rogue' values (i.e. values that have not been maintained correctly).	Xoserve (DA)	<b>Closed</b>
0301	11/03/14	3.2	03 - Xoserve to liaise with SGN and provide a communication to clarify the implementation timeline.	Xoserve (DA)	<b>Closed</b>
0302	27/03/14	3.2	UNC0451AV - Creation of a PPM Profile: Request progress update from DESC.	Joint Office (BF)	<b>Pending</b>

