

**UNC Distribution Workgroup Minutes**  
**Friday 06 June 2014**  
**at 31 Homer Road, Solihull B91 3LT**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office
Mike Berrisford (Secretary)	(MB)	Joint Office
Alan Raper	(AR)	National Grid Distribution
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Ami Charalambous	(AC)	RWE npower
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
Dave Addison	(DA)	Xoserve
Dave Mitchell	(DM)	Scotia Gas Networks
Ed Hunter*	(EH)	RWE npower
Elly Laurence*	(EL)	EDF Energy
Hilary Chapman	(HC)	Xoserve
Kirsten Elliott-Smith	(KES)	Cornwall Energy
Lorna Lewin	(LL)	DONG Energy
Maria Hesketh	(MH)	ScottishPower
Mark Jones*	(MJ)	SSE
Martin Connor	(MC)	National Grid NTS
Tahera Choudhury	(TC)	Xoserve
Thora Gram	(TG)	Statoil

\* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/dist/060614>

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

The Minutes of the previous meeting were approved.

**1.2. Actions**

**0401:** Xoserve to provide an implementation progress update for Modification 0450B from the UK Link Committee (UKLC) on 22 May 2014.

**Update:** DA advised that he was unable to confirm a date as yet, although Supplier feedback would suggest an October implementation. The matter is scheduled to be discussed at the 12 June UKLC meeting. **Carried forward**

**2. Workgroups**

The following Workgroup meetings took place:

**2.1. 0472 – Restricting the number of registration attempts by a supplier**

(Report to Panel 19 June 2014) – Papers at:  
<http://www.gasgovernance.co.uk/0472>

**2.2. 0468 – Unique Property Reference Number (UPRN) Population by Gas Transporters**

(Report to Panel 18 September 2014) – Papers at:  
<http://www.gasgovernance.co.uk/0468>

**2.3. 0466 – Daily Meter Reading Simplification**

(Report to Panel 19 June 2014) – Papers at:  
<http://www.gasgovernance.co.uk/0466>

**2.4. 0497 – Introduction of Annual update to the AQ values within the CSEP NExA table**

(Report to Panel 17 July 2014) – Papers at:  
<http://www.gasgovernance.co.uk/0497>

**2.5. 0479S – Inclusion of email as a valid UNC communication**

(Report to Panel 17 July 2014) – Papers at:  
<http://www.gasgovernance.co.uk/0479>

**3. Issues****3.1. ISS 0052 - Transfer of Assets**

AR explained that a Change Order had now been raised, whilst DA explained that discussions were ongoing with Shippers (via SPAA) and the UK Link Committee looking to bottom out the solutions. He went on to highlight that a recent Gemserv communication had raised some (additional) issues that require consideration.

**3.2. New Issues**

None.

**4. Any Other Business**

None.

**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 Thursday 26 June 2014	ENA, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	0466, 0469S, 0472, 0486 and 0487S
10:30 Monday 07 July 2014	31 Homer Road, Solihull, B91 3LT	0472, 0479S & 0497
10:30 Thursday 24 July 2014	31 Homer Road, Solihull, B91 3LT	
10:30 Thursday 28 August 2014	31 Homer Road, Solihull, B91 3LT	
10:30 Thursday 25 September 2014	31 Homer Road, Solihull, B91 3LT	0470

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**Action Table**

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status Update</b>
<b>0401</b>	24/04/14	4.1	Xoserve to provide an implementation progress update for Modification 0450B from the UK Link Committee on 22 May 2014.	Xoserve (DA)	Update to be provided. <b>Carried Forward</b>