

**UNC Distribution Workgroup Minutes**  
**15 August 2014**  
**at 31 Homer Road, Solihull B91 3LT**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office
Ian Hollington (Secretary)	(IH)	Joint Office
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Amie Charalambous	(AC)	RWE npower
Andrew Margan	(AM)	British Gas
Andy Clasper	(AC)	National Grid
Azeem Khan	(AK)	RWE npower
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Addison	(DA)	Xoserve
Dave Mitchell	(DM)	Scotia Gas Networks
Eleanor Laurence*	(EL)	EDF Energy
Huw Comerford	(HC)	Utilita
Kirsten Elliott-Smith	(KES)	Cornwall Energy
Lorna Lewin	(LL)	DONG Energy
Mark Jones *	(MJ)	SSE
Martin Connor	(MC)	National Grid NTS
Richard Pomroy*	(RP)	Wales & West Utilities
Steve Mulinganie*	(SM)	Gazprom

\* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/dist/150814>

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

Approved

**1.2. Actions**

**0602:** To provide a selection of options for the future management of MPRN and Network related information where transfer of assets are concerned for all parties to consider in due course.

**Update:** CB was concerned that progress had not been made on the development of a process or presenting the lessons learnt. CW agreed to discuss progress with DA.

**Carried Forward**

**1.3. Status Update**

**1.3.1 0468 - Unique Property Reference Number (UPRN) Population by Gas Transporters.** – CB advised that they have identified a suitable contact at DECC and would provide an update on progressing the workgroup soon. **Carried Forward**

**1.3.2 0478 - Filling the gap for SOQ reductions below BSSOQ until Project Nexus.** – DA provided a presentation of the process to be adopted. **Completed.**

## 2. Workgroups

The following Workgroup meetings took place:

- 2.1. **0507 – Changing The Effective Date of 0451AV**  
(Report to Panel 21 August 2014) – Papers at:  
[www.gasgovernance.co.uk/0507](http://www.gasgovernance.co.uk/0507)
- 2.2. **0479S – Inclusion of email as a valid UNC communication**  
(Report to Panel 18 September 2014) – Papers at:  
[www.gasgovernance.co.uk/0479](http://www.gasgovernance.co.uk/0479)
- 2.3. **0487S - Introduction of Advanced Meter Indicator and Advanced Meter Reader (AMR) Service Provider Identifier**  
(Report to Panel 21 August 2014) – Papers at:  
[www.gasgovernance.co.uk/0487](http://www.gasgovernance.co.uk/0487)
- 2.4. **0497 - Removal of the CSEP NExA table held within Annex A part 8** (Report to Panel 18 September 2014) – Papers at:  
[www.gasgovernance.co.uk/0497](http://www.gasgovernance.co.uk/0497)

## 3. Issues

- 3.1. **ISS 0052 - Transfer of Assets.**  
See Action 0602 at 1.2 above. To be carried forward to September meeting
- 3.2. **ISS 0065 - Backfilling for Mod 0451AV (Individual Settlements For Pre-Payment & Smart Meters. Closed**
- 3.3. **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 28 August 2014	31 Homer Road, Solihull, B91 3LT	0466/0466A, 0469S and 0470
10:30 Wednesday 03 September 2014	31 Homer Road, Solihull, B91 3LT	TBC
10:30 Thursday 25 September 2014	31 Homer Road, Solihull, B91 3LT	0468

**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>0602</b>	15/08/14	1.2	To provide a selection of options for the future management of MPRN and Network related information where transfer of assets are concerned for all parties to consider in due course. DA to discuss with CW and report back to September meeting.	Xoserve (DA)	<b>Carried Forward</b>