

**UNC Workgroup 0468 Minutes**  
**Unique Property Reference Number (UPRN) Population by Gas**  
**Transporters**  
**Thursday 25 June 2015**  
**via teleconference**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office
Mike Berrisford (Secretary)	(MB)	Joint Office
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Andy Clasper	(AC)	National Grid Distribution
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Addison	(DA)	Xoserve
David Mitchell	(DM)	Scotia Gas Networks
Hilary Chapman	(HC)	Xoserve
Kirandeep Samra	(KS)	Npower
Kirsten Elliott-Smith	(KES)	Cornwall Energy
Mark Jones	(MJ)	SSE
Mark Lyndon	(ML)	National Grid NTS
Naomi Nathanael	(NN)	Plus Shipping
Richard Pomroy	(RP)	Wales & West Utilities
Steve Mullinganie	(SM)	Gazprom

\* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0468/250615>

The Workgroup Report is due to be presented at the UNC Modification Panel by 20 August 2015.

**1.0 Review of Minutes and Actions**

**1.1 Minutes**

HC requested an amendment to the statement in the third paragraph on page 3, which currently states:

*“HC then pointed out that whilst Transporters do not necessarily need to use a specific (address) product, they do need a UPRN based product to meet the requirements of this modification”*

to read as:

*“HC enquired as to whether or not it is the intention of the modification to specify that Transporters do not necessarily need to use a specific (address) product, they do need a UPRN based product to meet the requirements of this modification”*

HC then requested an amendment to the BR1 statement in the fifth paragraph on page 3, which currently states:

*“When asked CB advised that she envisages that the ‘reviewing’ of the Supply Meter Point address data would be undertaken during provision of the quarterly reports by Xoserve, and not as a separate exercise”*

to read as:

*“When asked CB advised that she envisages that the ‘reviewing’ would be part of the standard BAU management of address updates”*

Thereafter, the minutes of the previous meeting were accepted.<sup>1</sup>

## 1.2 Actions

**0401:** E.ON (CB) to look to obtaining a meaningful definition for a UPRN from the Land & Property Organisation.

**Update:** Consideration deferred. **Carried Forward**

**0402:** *Reference reviewing Supply Meter Point address data* – Xoserve (HC) to double check whether or not Xoserve are able to accommodate the proposed UPRN update cycle (i.e. 6 week refresher).

**Update:** Consideration deferred. **Carried Forward**

**0403:** E.ON (CB) to investigate the statutory requirements of Local Authorities in England & Wales and whether or not similar obligations are replicated in Scotland.

**Update:** Consideration deferred. **Carried Forward**

**0404:** E.ON (CB) & Xoserve (HC) to consider the PAF to UPRN based solution transitional requirements for inclusion in a subsequent amended version of the modification.

**Update:** Consideration deferred. **Carried Forward**

## 2.0 Consideration of Amended Modification

In providing an update on recent progress, CB explained that following correspondence between herself, Ofgem and Xoserve regarding various licence related issues (i.e. UPRN data can be passed on without a licence, whilst the address based product requires a licence), she has now referred the matter back to A Wallace, Ofgem for him to discuss with his DECC contacts and to thereafter provide a view. CB reminded everyone that the modification was never aimed at specifying address and UPRN based products, as that would clearly cause tensions.

DA advised that the Joint Industry Data Quality Workgroup is also looking at UPRN aspects – CB advised that she is meeting with the Chair of the Workgroup on 08 July to come up to speed on this area.

DA suggested that it might be beneficial for CB to discuss aspects such as UNC requirements / changes with HC offline. Responding, CB pointed out that she believes that there might be a lack of consistency around the various (apparently ambiguous) communications on these matters and remains of the view that the modification's business rules are sound, although she agrees that further consideration and development of the cost benefits would be advantageous.

CB suggested that discussions with Ofgem would seem to suggest that a decoupling of UPRN from the Ordnance Survey address based products could be beneficial, especially as the use of UPRN 'hooked' to MPRN (as per the Ordnance Survey suggestions) is now being questioned. CB once again reiterated that she is NOT expecting anyone to require a licence, as the UPRN data is not passed on to Shippers. In recognising that costs would need to be considered in due course, CB believes that until further clarity is provided (by Ofgem), any discussions on costs at this time would be premature.

On the question of UPRN's DA suggested that Ofgem might have a solution in mind that could potentially result in a mandate for the provision of UPRN related data that could also have some timescale related impacts that would need consideration in due course – the next Joint Industry Data Quality Workgroup meeting where this is to be discussed is scheduled to take place on 22 July, so an update at the next Distribution Workgroup meeting on the following day (23 July) is possible.

<sup>1</sup> Please note: an amended version (v2.0) of the 23/04/15 meeting minutes was published following this meeting.

KS asked if similar progress was going to be made with the equivalent iGT Modification iGT056?. As proposer of iGT056, CB confirmed that the aim is still to progress both modifications on a similar timeline. KS advised that a number of iGT056 Workgroup participants had indicated an interest in attending the 0468 Workgroup in future and BF confirmed that they would be welcome to attend the meeting if it was of benefit to both Workgroups.

Moving on to consider how the address related information is updated within central systems and how any changes flow through to Shippers, CB pointed out that this depends heavily on how changes are communicated. Under normal circumstances this would be via the T08 file format, where upon receipt, Shippers would undertake the necessary action(s). It was suggested that issues might arise where some parties maybe utilising different update versions of the software and things potentially become 'out of synch'. Whilst unable to provide a definitive view, CB pointed out that the Transporters have an obligation to hold accurate Supply Point (MPRN) address information, but did acknowledge that Shippers may well have, and utilise, subtly different 'cosmetic' address information in addition to the actual address (i.e. actual supply point address information v's customer communication purposes related address information). CB went on to point out that presently the modification does not seek to place obligations around who's information is deemed to be the 'master' version (i.e. Post Office Address details etc.). CB believes that details such as these should be discussed at the Joint Industry Address Data Quality Workgroup.

In briefly considering the work being undertaken within the Joint Industry Data Quality Workgroup, some wondered whether or not Modification 0468 would be better served by awaiting the outcome of this industry initiative. DA highlighted that at the Joint Industry Data Quality Workgroup scheduled for 22 July would be looking to establish a set of industry consultation questions (including where their aims might be different to those of 0468 etc.) and as a consequence feels that seeking a view from CB at this time is a little unreasonable.

Moving on, DA advised that he believes that there would / could be some unique sites related impacts from the modification whilst he also pointed out that Ofgem appear to believe that the provision of an additional data item would potentially bolster the removal of erroneous site related information. However, at this moment, there are no reasons why UPRNs would not apply to unique sites.

In looking to summarise the debate, BF suggested that Ofgem appear happy for 0468 to progress alongside work being undertaken within the Joint Industry Data Quality Workgroup. A further update can be expected at the 23 July Distribution Workgroup meeting.

### **3.0 Workgroup Report**

#### **3.1. Consideration of business rules**

In light of discussions under item 2.0 above, further consideration was deferred at this time.

#### **3.2. Consideration of User Pays**

In light of discussions under item 2.0 above, further consideration was deferred at this time.

#### **3.3. Consider Relevant Objectives – Panel Question on how the modification interacts with the joint fuel working group**

In light of discussions under item 2.0 above, further consideration was deferred at this time.

#### 4.0 Next Steps

It was agreed to review the output from the 22 July Joint Industry Address Data Quality Workgroup at the next meeting before moving on to continue developing the Workgroup Report.

#### 5.0 Any Other Business

None.

#### 6.0 Diary Planning for Review Group

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 23 July 2015	31 Homer Road, Solihull, B91 3LT	Standard Workgroup considerations plus:  Consideration of Joint Industry Address Data Quality Workgroup consultation questions  Consideration of progress with iGT056

**Action Table**

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status Update</b>
0401	23/04/15	2.1	To look to obtaining a meaningful definition for a UPRN from the Land & Property Organisation.	E.ON (CB)	<b>Pending</b>
0402	23/04/15	2.1	<i>Reference reviewing Supply Meter Point address data</i> – Xoserve (HC) to double check whether or not Xoserve are able to accommodate the proposed UPRN update cycle (i.e. 6 week refresher).	Xoserve (HC)	<b>Pending</b>
0403	23/04/15	4.0	To investigate the statutory requirements of Local Authorities in England & Wales and whether or not similar obligations are replicated in Scotland.	E.ON (CB)	<b>Pending</b>
0404	23/04/15	4.0	To consider the PAF to UPRN based solution transitional requirements for inclusion in a subsequent amended version of the modification.	E.ON (CB) & Xoserve (HC)	<b>Pending</b>