

**UNC Distribution Workgroup Minutes**  
**Thursday 24 August 2017**  
**at Elexon 350 Euston Road, London NW1 3AW**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office
Mike Berrisford (Secretary)	(MB)	Joint Office
Andy Clasper	(AC)	Cadent
Andrew Margan	(AM)	British Gas
Angela Love	(AL)	ScottishPower
Chris Warner	(CW)	Cadent
Claire Towler	(CT)	SSE
David Mitchell	(DM)	SGN
Deborah Brace*	(DB)	National Grid NTS
Gareth Evans	(GE)	Waters Wye
Gavin Anderson*	(GA)	EDF Energy
Hilary Chapman	(HC)	SGN
John Welch	(JW)	npower
Jonathan Matthews*	(JM)	Crown Gas and Power
Kathryn Turner	(KT)	Good Energy
Mark Jones	(MJ)	SSE
Nicky Rozier*	(NR)	BUUK
Richard Pomroy	(RP)	Wales & West Utilities
Robert Cameron-Higgs	(RCH)	Flow Energy
Robert Johnson	(RJ)	ES Pipelines
Sean Hayward	(SH)	Ofgem
Shardul Pandit*	(SP)	Wales & West Utilities
Steve Britton	(SB)	Cornwall Energy
Steve Mulingainie	(SM)	Gazprom
Steve Nunnington	(SN)	Xoserve

\* *via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/dist/240817>

**1. Introduction and Status Review**

BF welcomed all to the meeting.

**1.1. Approval of Minutes (27 July 2017)**

The minutes of the previous meeting were approved.

**1.2. Modification(s) with Ofgem**

It was noted that currently there is only one Distribution related modification with Ofgem awaiting a decision, which is 0570 'Obligation on Shippers to provide at least one valid meter reading per meter point into settlement once per annum'.

### 1.3. Pre-Modification discussion

#### 1.3.1. Creating the permissions to add the Meter Asset Manager (MAM) id to Shipper & Supplier community view within Data Enquiry Service (DES)

SN provided a brief run through of the Gazprom pre-modification presentation at the end of which SM enquired how long it would potentially take for Xoserve to have the associated system changes in place. Responding, SN explained that he was unsure at this time as it (largely) hinges on how the DSC decide to prioritise the changes within the wider industry change arena.

Concluding the discussions, SN explained that whilst no Impact Assessment (IA) had been undertaken at this time, the modification appears to involve both service and permissions elements. BF observed that as a Rough Order of Magnitude (ROM) would be needed, it is highly likely that the modification would need to be referred to a Workgroup in order to enable parties to consider the finer details of the modification, such as costs etc. BF also suggested that having the ROM available to accompany the modification when presented to Panel for their consideration would help to expedite its progress.

## 2. Workgroups

### 2.1. 0594R - Meter Reading Submission for Advanced & Smart Metering

*(Report to Panel 21 September 2017)*

<https://www.gasgovernance.co.uk/0594>

### 2.2. 0619 – Application of proportionate ratchet charges to daily read sites

*(Report to Panel on 19 October 2017)*

<https://www.gasgovernance.co.uk/0619>

### 2.3. 0625 – Extension of 6 months to 12 months to transfer non-mandatory sites from Class 1

*(Report to Panel on 19 October 2017)*

<https://www.gasgovernance.co.uk/0625>

## 3. Issues

No outstanding issues to consider.

## 4. Review of Outstanding Actions

**Action DX0701:** Xoserve (DA) to confirm what was included in SPAA regarding the AMR and what the current process now is.

**Update:** SN provided a brief overview of the presentation paper provided in response to the action.

SN went on to explain that there are circa 26542 live meter points in the system with an AQ of 732,000kWh and above of which 8353 have an AMR attached and 9599 have an AMR Service Provider. Of the 8353 live meter points, 36 do not currently have an AMR Service Provider assigned to them. However, parties are asked to note, that no actual validation of these figures has been undertaken at this time.

When asked, SM confirmed that it is a mandatory (licence) requirement that users complete the AMR flag and identity when taking on a site.

Thereafter it was agreed that the action could now be closed. **Closed**

**Action DX0702:** Xoserve (DA) to submit the 'Issues Paper' to the DSC Change Management Committee to quantify where each specific issue needs to be incorporated.

**Update:** When SM explained that work on this matter remains ongoing with the next meeting scheduled to take place on 30 August, SN also explained that all the issues are now presented on the Xoserve library.

Thereafter it was agreed that the action could now be closed. **Closed**

## **5. Any Other Business**

### **5.1. The use of the AMR flags in the post Nexus environment (SM)**

Whilst it was noted by those in attendance that this item had been sufficiently 'covered off' under discussion of outstanding action DX0701 above, AM enquired whether any post Nexus invoicing issues are expected. It was suggested that whilst this might be expected, it might be beneficial for AM to dial into the 30 August Delivery Group meeting and raise the matter as an issue.

It was agreed that this item could now be removed from the agenda going forward.

### **5.2. Post NEXUS issues (SM)**

SN confirmed that all post Nexus issues are now captured within the Xoserve issues library. When asked whether parties would like a 'trigger notification' when changes are made to any issues, SM indicated that in his opinion the email based approach adopted by Xoserve (DA) works well. SN also highlighted that the Xoserve Daily Bulletin is still available. When asked, parties indicated that they prefer to retain this feature, on the grounds that it remains preferable to receiving (multiple) ad-hoc emails.

At this point, DB advised that she is responsible for provision of the NDMA activity report (for the Balancing Code) and that this is currently being finalised with a view to being issued shortly – an email communication will be provided in due course which the Workgroup can consider at the September meeting.

It was agreed that this item could now be removed from the agenda going forward.

### **5.3. IGT UNC Legal Text considerations (BF)**

In referring to the email from S Ladle (in his capacity as the iGT UNC Panel Chair) BF highlighted that aspects of the IGT UNC often point to the UNC legal text and cautioned that care is needed in future when undertaking changes to the UNC legal text in order to better appreciate the potential impacts (direct or otherwise) on the IGT UNC that may require the raising of Fast Track Modifications to address.

BF suggested, and parties agreed that inclusion of IGT UNC legal text changes within some future UNC modifications to aid clarity and visibility would/could prove beneficial. This was supported where it could be clearly identified that the iGT text was provided for information only.

### **5.4. Modification 0431 – Shipper/Transporter – Meter Point Portfolio Reconciliation forthcoming WebEx (TC)**

SN explained that this AOB item had been added to the agenda to simply raise awareness of the forthcoming WebEx meeting.

AM pointed out that no one within BGT seems to have received a notification indicating that modification 0431 provisions would be invoked in 2017.

Concluding the brief discussion, SN agreed that this item could now be removed from the agenda going forward.

### **5.5. Modification 0390 Capacity Review (HC)**

In highlighting that the Modification 0390 capacity review is a Code requirement, HC explained that this is happening right now and encouraged parties to provide their responses accordingly.

#### **5.6. MAM Request for community view within DES (ER)**

In referring to the presentation provided, SN explained that this is different to the MAM discussions undertaken elsewhere in the meeting.

In reviewing the MAMs request for access to the preliminary data items listed on slide 3, the Workgroup consensus was that the information should NOT be provided to the MAMs as there are major concerns as to whether or not the information would/could be utilised to gain a commercial advantage. Furthermore, it was felt that there are also potential Data Protection (i.e. customer information related) considerations to take into account.

When asked, SN confirmed that currently the MAMs do not get access to the Data Enquiry Service (DES) and instead are provided with reports.

BF pointed out that the Workgroup cannot indicate either 'yes' or 'no' in respect of this matter as it is outside their remit and that it might be prudent to pass the matter on to the DSC for consideration of the MAMs request.

#### **5.7. Requirements Statement – Acceptance of Failed Readings after AQ Correction (ER)**

During a brief review of the paper provided by D Addison of Xoserve, SN reminded parties that the deadline for responses is 07 September 2017. He also pointed out that the matter would also be discussed at the forthcoming SDG meeting.

#### **5.8. AUGÉ Process Consultation (AL)**

When AL pointed out that the AUGÉ process consultation closes out 17 September 2017, BF explained that this is likely to be a discussion item at a forthcoming UNCC meeting.

#### **5.9. New Joint Office Web Site (AM/SM)**

AM highlighted some issues he has experienced in viewing pdf attachments on the new Joint Office web site whereby the pictorial pdf file image and associated text is overly large when viewed on some mobile platforms (i.e. smart phones etc.). When SM also questioned the logic of positioning Workgroups under the main Modifications tab (preferring to see them in the meetings section), BF reminded everyone that the changes take into account previous user feedback.

BF went on to explain that the 'Events Diary' is to be updated shortly (including functionality and user interface enhancements). Furthermore, his colleague R Hailes is currently looking at how best to enhance the layout of the JO web site, especially attachments going forwards and these are being trialled in the DSC Committees.

#### **5.10. AOB descriptions**

HC suggested that it maybe beneficial in future to include a single sentence explanation to accompany each AOB agenda item in future in order to make the subject matter and potential content easier to understand for the (casual) reader. RP requested that parties raising AOB items look to refrain from using modification number references and titles, as these have no legal standing. He suggested that instead it would be preferable to refer to the UNC legal text.

It was agreed to request a item description when AOB is submitted for a trial period.

## **6. Diary Planning**

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

Distribution Workgroup meetings will take place as follows:

Time/Date	Venue	Workgroup Programme
10:30 Thursday 28 September 2017	London - to be confirmed.	• <i>Standard Agenda items</i>

**Action Table (24 August 2017)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
DX0701	27/07/17	6.7	Xoserve (DA) to confirm what was included in SPAA regarding the AMR and what the current process now is.	Xoserve (DA)	Update provided. <b>Closed</b>
DX0702	27/07/17	6.9	Xoserve (DA) to submit the 'Issues Paper' to the DSC Change Management Committee to quantify where each specific issue needs to be incorporated.	Xoserve (DA)	Update provided. <b>Closed</b>