

**UNC Distribution Workgroup Minutes**  
**Thursday 25 April 2019**  
**at Elexon, 4<sup>th</sup> Floor, 350 Euston Road, London, NW1 3AW**

**Attendees**

|                         |      |                           |
|-------------------------|------|---------------------------|
| Bob Fletcher (Chair)    | (BF) | Joint Office              |
| Kully Jones (Secretary) | (KJ) | Joint Office              |
| Andy Clasper            | (AC) | Cadent                    |
| Brandon Rodrigues*      | (BR) | ESP Utilities             |
| Dave Addison            | (DA) | Xoserve                   |
| David Mitchell          | (DM) | SGN                       |
| Ellie Rogers            | (ER) | Xoserve                   |
| Gareth Evans            | (GE) | Waters Wye Associates Ltd |
| Guv Dosanjh             | (GD) | Cadent                    |
| John Cooper*            | (JC) | BU-UK                     |
| Kate Mulvany            | (KM) | British Gas               |
| Kirsty Dudley*          | (KD) | E.ON                      |
| Mark Jones              | (MJ) | SSE                       |
| Matthew Payne           | (MP) | SGN                       |
| Richard Pomroy          | (RP) | Wales & West Utilities    |
| Steve Mulinganie        | (SM) | Gazprom                   |
| Tracey Saunders         | (TS) | Northern Gas Networks     |

*\*via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/dist/250419>.

**1. Introduction and Status Review**

Bob Fletcher (BF) welcomed everyone to the meeting and invited introductions.

**1.1. Approval of Minutes (28 March 2019)**

The minutes from the previous meeting were accepted.

**1.2. Modifications with Ofgem**

**1.3. Pre-Modification discussions**

None

## 2. Workgroups

The following Workgroup meetings took place:

- 2.1. **0647 - Opening Class 1 reads to Competition (including IGT Modification 119 – Opening Class 1 read services on IGT Meter Supply Points to Competition)**  
(Report to Panel 20 June 2019)  
<https://www.gasgovernance.co.uk/0647>
- 2.2. **0682 - Market Participant MDD Migration to UNC Governance from the SPAA**  
(Report to Panel 20 June 2019)  
<https://www.gasgovernance.co.uk/0682>
- 2.3. **0687 - Clarification of Supplier of Last Resort Cost Recovery Process**  
(Report to Panel 15 August 2019)  
<https://www.gasgovernance.co.uk/0687>
- 2.4. **0689 - Removing the requirement to support Invoice queries before the due date with information from the .AML file**  
(Report to Panel 15 August 2019)  
<https://www.gasgovernance.co.uk/0689>

## 3. Issues

### 3.1. ISS 0070 - Consequences of SPAA Change Proposal 0443

Richard Pomroy reminded the Workgroup that the next steps following consideration of the consultation responses is discussion at the SPAA Change Board. He confirmed that a DSC Change Proposal has been raised and is currently being assessed.

Workgroup agreed that this issue can be closed.

### 3.2. New Issues

No new issues were raised.

## 4. Review of Outstanding Actions

No outstanding actions.

## 5. Any Other Business

### 5.1. UNC Election Process

BF reminded Workgroup participants that the UNC Election Process will commence in June to identify and confirm single points of contact (SPOC). The User Selection Process will be reviewed at the May Modification Panel meeting. He added, that the Performance Assurance Committee (PAC) have raised some changes from a PAC perspective and the updated process will be available for June.

### 5.2. Modification 0390 - Introduction of a Supply Point Offtake Rate Review and Monitoring Process

David Mitchell (DM) reported that SGN would be carrying out their annual review under Modification 0390 and will therefore be contacting a number of Shippers where they want to review load profiles. Steve Mulinganie (SM) queried why SGN are the only Transporter to carry out these reviews. DM confirmed that the UNC does not stipulate it as a mandatory requirement so Transporters can choose to carry out this activity.

### 5.3. Membership

BF formally thanked Chris Warner who was not present at the meeting for his significant contribution to Distribution Workgroup over the years and wished him well for his retirement.

**6. Outstanding Action(s)**

None.

**7. Diary Planning**

Further details of planned meetings are available at: <https://www.gasgovernance.co.uk/events-calendar/month>

Workgroup meetings will take place as follows:

| Time / Date                        | Venue   | Workgroup Programme                    |
|------------------------------------|---|--|
| 10:30,<br>Wednesday 22<br>May 2019 | Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA | Distribution Workgroup standard Agenda |
| 10:30,<br>Thursday 27<br>June 2019 | Elexon, 350 Euston Road, London NW1 3AW                         | Distribution Workgroup standard Agenda |
| 10:30,<br>Thursday 25<br>July 2019 | Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA | Distribution Workgroup standard Agenda |

**Action Table (as at 25 April 2019)**

| Action Ref | Meeting Date | Minute Ref | Action                 | Owner | Status Update |
|------------|--------------|------------|------------------------|-------|---------------|
|            |              |            | No outstanding actions |       | no            |