

**UNC Workgroup 0763R Minutes  
Review of Gas Meter By-Pass Arrangements  
Thursday 23 September 2021  
via Microsoft Teams**

<b>Attendees</b>		
Rebecca Hailes (Chair)	(RHa)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Alexander Mann	(AM)	Gazprom Energy
Andy Clasper	(AC)	Cadent
Claire Louise Roberts	(CLR)	Scottish Power
Clare Manning	(CM)	E.ON Energy
Dave Mitchell	(DMi)	SGN
David Addison	(DA)	Xoserve
Guv Dosanjh	(GD)	Cadent
Jaimee LeResche	(JL)	Xoserve
Oorlagh Chapman	(OC)	Centrica
Richard Pomroy	(RP)	WWU
Steven Britton	(SB)	Cornwall Insight
Tracey Saunders	(TS)	Northern Gas Networks
<b>Apologies</b>		
Dan Simons	(DS)	Gemserv
Steve Mulinganie	(SM)	Gazprom Energy

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0763/230921>

The Workgroup Report is due to be presented at the UNC Modification Panel by 20 January 2022

## 1.0 Introduction and Status Review

Rebecca Hailes (RHa) welcomed everyone to the meeting.

### 1.1. Approval of Minutes (26 August 2021)

The minutes from the previous Workgroup were approved.

### 1.2. Approval of Late Papers

No late papers to consider.

### 1.3. Review of Outstanding Actions

**0801:** Shippers to report back their findings from the track and trace exercise to see if there is any commonality. Report back September 2021.

**Update:** Tracey Saunders (TS) advised she has had contact from two Shippers so far and there appears to be 2 scenarios where data is getting mismatched:

#### Scenario 1

Requests are being received for a bypass that is not recorded on Xoserve systems. TS added that all bypasses that were requested but not logged on Xoserve system appear to be from one Shipper. TS confirmed the Shipper is going to carry out further analysis.

#### Scenario 2

The list of bypasses do not match the list of bypass requests that the DNs have, this could be an error in the database from the Meter Asset Manager (MAM). TS advised there is analysis where Xoserve has a list of bypass information, but the DNs have not had a request. TS clarified she is currently awaiting further information to come back from the two Shippers.

TS noted that without the updated information, the analysis and outstanding action cannot progress further.

There followed some discussion as to where the issue may lie, and Martin Attwood (MA) joined the call to assist in discussions:

TS advised that out of 10 requests received, there are 10-meter points that do not match with Xoserve systems. DA asked if TS held the view that the reason for the discrepancy is because the MAM is inadvertently reporting the wrong meter point reference, which DA did not believe would be the case.

DA requested the meter point reference numbers in question and offered for CDSP can see if it is a common MAM. It was further noted that the RGMA file is very complex, and that the errors that are being noticed would require a whole new asset segment would need to be inserted, this could not be just an accidental flag.

It was clarified that the analysis conclusion so far is common to Cadent as well as Northern Gas Networks.

MA noted that it is unlikely that a wrong meter point is being updated as there is validation in UK Link to ensure that an MPRN is valid, and also that an update is being provided by the Registered Shipper .

MA offered his assistance with the analysis and will work with TS for follow one of the examples through. He added, if the bypass has failed because the record is wrong, he will be able to see that. It was agreed to track and trace one MPRN that has been granted approval.

### **Carried Forward**

## **2.0 Consideration of Request**

### **2.1 Review Further Analysis**

Claire Louise Roberts (CLR) confirmed she is waiting on the outcome of the Shipper analysis which will determine if a UNC change is required.

RHa advised that Eric Fowler (EF) will be Chair for the October meeting who has a lot of background in this area.

MA advised that records that are currently showing as open bypass, PAFA have included this on their Risk Register and an update is due at the next PAC meeting, (12 October 2021).

CLR confirmed she will give more direction if there is any financial risk and suggested this may need an annual review.

MA advised he will follow up with PAFA to make sure the information will be provided.

No further update.

### **2.2 Review Data Cleansing Requirements**

#### **2.1. Meter By-Pass Analysis Update**

No further discussion.

#### **2.2. Data Cleansing**

No further discussion.

#### **2.3. Review of End-to-End Process**

No further discussion.

### 3.0 Next Steps

Workgroup discussions will continue once the analysis from new action 0801 is received.

### 4.0 Any Other Business

None.

### 5.0 Diary Planning

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

Workgroup meetings will take place as follows:

Time / Date	Paper Publication Deadline	Venue	Programme
10:00 Thursday 28 October 2021	5pm 19 October 2021	Microsoft Teams	TBC
10:00 Thursday 25 November 2021	5pm 16 November 2021	Microsoft Teams	TBC
10:00 Thursday 13 December 2021	5pm 02 December 2021	Microsoft Teams	TBC

Action Table (as of 23 September 2021)						
Action Ref	Meeting Date	Minute Ref	Action	Reporting Month	Owner	Status Update
0801	26/08/21	1.3	Shippers to report back their findings from the track and trace exercise to see if there is any commonality. Report back September 2021	September 2021	Transporters/Shippers	<b>Carried Forward</b>