

**UNC Workgroup 0421 (0379A) Minutes
Provision for an AQ Review Audit
Thursday 26 April 2012
at 31 Homer Road, Solihull, B91 3LT**

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HC)	Joint Office
Alan Raper	(ARa)	National Grid Distribution
Alex Ross	(ARo)	Northern Gas Networks
Alison Jennings	(AJe)	Xoserve
Brian Durber	(BD)	E.ON UK
Chris Warner	(CW)	National Grid Distribution
Claire Thorneywork	(CT)	National Grid NTS
Dave Mitchell	(DM)	Scotia Gas Networks
David Addison	(DA)	Xoserve
Edward Coleman	(EC)	E.ON UK
Edward Hunter	(EH)	RWE npower
Elaine Carr	(EC)	ScottishPower
Emma Smith	(ES)	Xoserve
Erika Melèn	(EM)	Scotia Gas Networks
Fergus Healy	(FH)	National Grid NTS
Gareth Evans	(GE)	Waterswye
Graham Wood*	(GW)	British Gas
Jon Dixon	(JD)	Ofgem
Kathryn Heard	(KH)	National Grid NTS
Lorna Lewin	(LL)	Shell
Marie Clarke	(MC)	Scottish Power
Mark Jones	(MJ)	SSE
Rob Cameron-Higgs	(RCH)	Wales & West Utilities
Stefan Leedham	(SL)	EDF Energy
Tim Davis*	(TD)	Joint Office

* by teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0421/260412>

1. Review of Minutes and Actions**1.1 Minutes**

The minutes of the previous 0379/0379A meeting were accepted.

1.2 Actions

1201: Wales & West Utilities to provide 0421 (0379A) Legal Text for consideration.

Update: RCH confirmed that WWU had provided the legal drafting which is available on the website and is being considered by the proposer. **Closed**

0302: Xoserve (DA) to confirm the data on AQ performance extracted to support the proposed 0379A thresholds is accurate.

Update: DA reported that the AQ performance extracted was accurate. **Complete.**

0303: Xoserve (AJe) to ascertain meter read performance in the context of 0379A and the proposed threshold.

Update: DA explained that the obligation of readings and summarised the key obligations. He provided some performance figures against the 90% target; for January 2012 74% of monthly read meters were read, for January 2011 95% of Annual read meters were read. MC questioned why the performance of monthly read meters was so low, GE explained that not all meter reads may have been loaded by Xoserve, however Xoserve also highlighted that some meter readings may have not been submitted. It was suggested that the rate of issue compared to the rate loaded ought to be reviewed and an update provided. **Carried Forward.**

2. Discussion

MC asked about an action she believed was agreed, to provide information to Ofgem on LSP AQs not calculating. She felt this was agreed to evaluate performance of Shippers and would provide evidence that there is a need for the modification. CW asked if this information would also be needed for SSP.

Action 0401: Shippers to provide reasons why AQ are not calculating for LSPs.

Action 0402: Xoserve to provide performance of AQ calculations anonymously by Shipper

It was noted that the above actions would provide additional information to support the modification; members agreed completing the actions need not hold up the completion of the Workgroup Report for the June Panel.

GW asked about the reading performance stated in the modification it was noted that a change would be required to reflect 100% within 24 months. GW also asked if Scottish Power had undertaken any analysis that the 85% AQ performance target is achievable if the UNC obligations for reads are met, he wondered if there could be a scenario where the 70% read target was met but the 85% AQ target could not be achieved. He wished to be assured that the 85% AQ target was achievable.

Action 0403: Scottish Power to ensure the 85% AQ target can be achieved considering UNC obligation to provide reads.

3. Any Other Business

None raised.

4. Diary Planning for Workgroup

Further details of planned meetings are available at: www.gasgovernance.co.uk/Diary

Workgroup meetings will take place within the Distribution Workgroup on:

Thursday 24 May 2012, 10:30, ENA, 52 Horseferry Road, London SW1P 2AF

Workgroup 0421 (0397A) – Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1201	05/12/11	2.0	Wales & West Utilities to provide Legal Text	WWU (RCH)	Closed
0302	22/03/12	2	Xoserve to confirm the data on AQ performance extracted to support the proposed 0379A thresholds is accurate	Xoserve (DA)	Complete
0303	22/03/12	2	Xoserve to ascertain meter read performance in the context of 0379A and the proposed threshold	Xoserve (AJe)	Carried Forward
0401	26/04/12	2	Shippers to provide reasons why AQ are not calculating for LSPs.	Shippers	Pending
0402	26/04/12	2	Xoserve to provide performance of AQ calculations anonymously by Shipper	Xoserve	Pending
0403	26/04/12	2	Scottish Power to ensure the 85% AQ target can be achieved considering UNC obligation to provide reads.	Scottish Power (MC)	Pending