

---

**UNC Distribution Workgroup Minutes**  
**Thursday 28 March 2013**  
**ENA, 52 Horseferry Road, London SW1P 2AF**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office of Gas Transporters
Lorna Dupont (Secretary)	(LD)	Joint Office of Gas Transporters
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Andrew Margan	(AM)	British Gas
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
Dave Corby*	(DC)	National Grid NTS
David Addison	(DA)	Xoserve
David Mitchell	(DM)	Scotia Gas Networks
Edward Hunter	(EH)	RWE npower
Elaine Carr*	(EC)	ScottishPower
Gareth Evans	(GE)	Waters Wye Associates
Hayley Burden*	(HB)	National Grid NTS
Hilary Chapman	(HC)	Xoserve
Joanna Ferguson	(JF)	Northern Gas Networks
Jon Dixon*	(JD)	Ofgem
Lorna Lewin	(LL)	DONG Energy
Mark Jones*	(MJ)	SSE
Naomi Anderson	(NA)	EDF Energy
Rob Cameron-Higgs*	(RCH)	Wales & West Utilities
Steve Mulinganie	(SM)	Gazprom

\* *via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/Dist/280313>

**1. Introduction and Status Review**

**1.1. Minutes from the previous meeting(s)**

The minutes from the previous meeting were accepted.

**1.2. Review of actions from previous meeting(s)**

No outstanding actions for review.

**1.3. Modifications with Ofgem**

JD gave an update on Modification 0430.

**2. Workgroups**

The following individual Workgroup meetings took place:

- 2.2** 0410 – Responsibility for gas off-taken at Unregistered Sites following New Network Connections  
(Report to Panel 18 April 2013) – Papers at:  
[www.gasgovernance.co.uk/0410](http://www.gasgovernance.co.uk/0410)

- 2.3 0429 - Agenda Customer Settlement Error Claims Process  
(Report to Panel 16 May 2013) – Papers at:  
[www.gasgovernance.co.uk/0429](http://www.gasgovernance.co.uk/0429)
- 2.4 0441 – Continuation of Daily Metered (Voluntary) service until the implementation of Project Nexus  
(Report to Panel 20 June 2013) – Papers at:  
[www.gasgovernance.co.uk/0441](http://www.gasgovernance.co.uk/0441)
- 2.5 0445 - Amendment to the arrangements for Daily Metered Supply Point Capacity  
(Report to Panel 16 May 2013) – Papers at:  
[www.gasgovernance.co.uk/0445](http://www.gasgovernance.co.uk/0445)

### 3. Issues

#### 3.1 ISS 0052 - Transfer of Assets

BF drew attention to a document (provided by the iGTs) relating to this topic which had been published on the Joint Office website on the Distribution Workgroup meeting page for 25 April 2013 ([www.gasgovernance.co.uk/dist/250413](http://www.gasgovernance.co.uk/dist/250413)).

CW added that this had been raised at Modification 0440; it was an operational issue. CB expressed concern regarding lack of progress and CW gave assurance that he would work with CB to move this forward. It was agreed this should remain on hold for the time being and a decision on its status would be taken at the April meeting.

#### 3.2 ISS 0056 – Modification 0403 – 21 day switching: file processes

DA confirmed that this had now been resolved. The Workgroup agreed to close the issue.

#### 3.3 New Issues

None raised.

### 4 Any Other Business

None.

### 5 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 on:

- Tuesday 09 April 2013 at 10:30, Consort House, 6 Homer Road, Solihull B91 3QQ
- Thursday 25 April 2013 at 10:30, Consort House, 6 Homer Road, Solihull B91 3QQ
- Thursday 23 May 2013, at 10:30 ENA, 52 Horseferry Road, London SW1P 2AF
- Thursday 27 June 2013, at 10:30 ENA, 52 Horseferry Road, London SW1P 2AF
- Thursday 25 July 2013 at 10:30, Consort House, 6 Homer Road, Solihull B91 3QQ

#### Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update