

# UNC Workgroup 0468 Minutes Unique Property Reference Number (UPRN) Population by Gas Transporters

**Friday 08 November 2013**

**Consort House, 6 Homer Road, Solihull, B91 3QQ**

## Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Mike Berrisford (Secretary)	(MB)	Joint Office
Alan Raper	(AR)	National Grid Distribution
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Andrew Margan	(AM)	British Gas
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Addison	(DA)	Xoserve
Dave Corby	(DC)	National Grid Transmission
David Mitchell	(DM)	Scotia Gas Networks
Erika Melén	(EM)	Scotia Gas Networks
Hilary Chapman	(HC)	Xoserve
Kirsten Elliot-Smith	(KES)	Cornwall Energy
Jenny Rawlinson	(JR)	GTC
Les Jenkins	(LJ)	Joint Office
Lorna Lewin	(LL)	DONG Energy
Mark Jones	(MJ)	SSE
Nigel Williams*	(NW)	Wales & West Utilities
Richard Vernon	(RV)	RWE npower
Rob Johnson	(RJ)	Wingas
Robert Cameron-Higgs*	(RCH)	First Utility
Steve Edwards*	(SE)	Wales & West Utilities

\* via teleconference

Copies of all papers are available at: [www.gasgovernance.co.uk/0468/081113](http://www.gasgovernance.co.uk/0468/081113)

The Workgroup Report is due to be presented at the UNC Modification Panel by 17 April 2014.

## 1.0 Outline of Modification

CB introduced the modification and explained the rationale behind it.

## 2.0 Initial Discussion

During discussions, CB highlighted that the modification proposes utilising a local authority derived 12 digit UPRN (Unique Property Reference Number) which is updated on a monthly basis - it is also expected to be enhanced by a web based solution in due course. This facility is being rolled out in the electricity and water markets.

CB advised that the UPRN is allocated at the property planning stage, being a function of the Planning control processes and these are already being allocated to existing properties, although consideration of retrospective updating of records would be required at some point. Ordinance Survey (geoplace) discussions have highlighted that the UPRN is issued at the final planning stage. It was acknowledged that the issue of how best to

manage 'social housing' aspects (i.e. flats/multiple meter sites etc.) would need to be considered in due course.

Some parties felt that the modification could benefit the SMART rollout and that the UPRN could be more of an assistance mechanism for transportation billing purposes. It was suggested that whilst the UPRN is created by Ordinance Survey, it would be the Transporters who manage its population into Central Systems. It is envisaged that the modification could/would improve the quality of the property related data that the DN's hold.

It was suggested that as the UPRN is allocated at the Authority Final Planning stage, it precedes the assigning of a postal address. CB advised that her Ordinance Survey contact has agreed to attend one of the early workgroup meetings to provide a presentation to help everyone to better understand the processes and timelines involved.

In quickly reviewing the modification relevant objectives statement, some parties felt that this would possibly benefit from being 'softened' somewhat. It was acknowledged that as the modification potentially ties in the gas, electricity and water meter points, it could be real benefit where dual fuel sites are concerned. In industry discussions between the three market sectors, it has been agreed to adopt the 12 digit Ordinance Survey UPRN provision. It was noted that the current MPRN (Meter Point Reference Number) has a 2 digit validation mechanism based around the last two numbers in the reference and that there may be benefit in considering a similar check validation format for the UPRN's going forward – however, it was suggested that as the UPRN is comprised of various geographical reference elements, this may be difficult to achieve.

It was acknowledged that new processes for differentiating between existing and new properties would be developed during the consideration of the business rules stages.

In recognising that there are remaining issues to be addressed around consideration of items such as management of compressor stations, churches and pumping stations and instances where the developer changes the scope of the property at the development stage (i.e. plot to postal change impacts etc.), it was suggested that there would be benefit in seeking an end-to-end overview of the process from the Ordinance Survey people, as this may serve to eradicate a lot of the concerns that parties currently have. A new action was assigned to CB to invite her Ordinance Survey contact to attend a meeting and provide an end-to-end process presentation which also highlights how the compressor stations, churches and pumping stations and instances where the developer changes the scope of the property at the development stage, are expected to be managed.

AR went on to advise that he would be liaising with Xoserve to investigate how best to progress matters such as dealing with adding circa 20 million numbers to the existing database – this is potentially a massive piece of work with considerable implementation impacts.

DA advised that some Shippers have already implemented the utilisation of UPRNs with their respective MAMs and it has been seen as providing real benefits.

It was agreed that due to the potential content and scale of work associated with the modification, it would be better for the Workgroup meet independently of the Distribution Workgroup meeting day and aligning meeting dates with the opposite iGT modification.

**Action 0468 11/01: E.ON UK (CB) to invite Ordinance Survey to attend a meeting and provide an end-to-end process presentation which also highlights timelines and how the compressor stations, churches, pumping stations, airside meters at airports and instances where the developer changes the scope of the property at the development stage, are expected to be managed.**

### 3.0 Any Other Business

None.

#### 4.0 Diary Planning for Review Group

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

Workgroup meetings will take place as follows:

<b>Time / Date</b>	<b>Venue</b>	<b>Workgroup Programme</b>
10:30 on either 13, 15 or 20 January 2014	Consort House, 6 Homer Road, Solihull B91 3QQ	Date to be confirmed.
10:30 Tuesday 11 February 2014	ENA, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	Development of business rules.

**Action Table**

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status Update</b>
0468 11/01	08/11/13	2.0	To invite Ordinance Survey to attend a meeting and provide an end-to-end process presentation which also highlights timelines and how the compressor stations, churches, pumping stations, airside meters at airports and instances where the developer changes the scope of the property at the development stage, are expected to be managed.	E.ON UK (CB)	Update to be provided.