

**UNC Distribution Workgroup Minutes**  
**Thursday 27 August 2015**  
**at 31 Homer Road, Solihull, B91 3LT**

**Attendees**

Alex Ross Shaw	(ARS)	Northern Gas Networks
Bob Fletcher (Chair)	(BF)	Joint Office
Carl Whitehouse*	(CW)	First Utility
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Addison*	(DA)	Xoserve
David Mitchell	(DM)	Scotia Gas Networks
Gareth Davies	(GD)	National Grid NTS
Hilary Chapman	(HC)	Xoserve
Karen Visgarda (Secretary)	(KV)	Joint Office
Kirandeep Samra	(KS)	RWE npower
Kirsten Elliott-Smith*	(KES)	Cornwall Energy
Lorna Lewin	(LL)	DONG Energy
Mark Jones*	(MJ)	SSE
Naomi Nathanael*	(NN)	Plus Shipping
Steve Mullinganie	(SM)	Gazprom

\* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/dist/270815>

**1. Introduction and Status Review**

**1.1. Minutes**

The minutes of the previous meeting were approved.

**1.2. Actions**

**DX0202:** *Reference Transfer of Meter Points between iGTs and GTs - Xoserve (DA) to clarify discussions around how readings should be provided (i.e. estimated read provisions etc.), as undertaken within other forum (i.e. PN Workgroup & UKLC).*

**Update:** HC explained some area's still need clarification and both HC and CB requested this action be deferred until the meeting on 26 November 2015. **Carried Forward**

**1.3. Modification(s) with Ofgem**

BF confirmed that in the absence of an Ofgem representative and that there were no Distribution related modifications with Ofgem, consideration was deferred.

**1.4. Pre-Modification discussions**

There were no pre-modifications for discussions at today's meeting.

## 2. Workgroups

The following Workgroup meeting took place:

*Modification 0522 was deferred until the meeting on 24 September 2015, as the Proposer and Xoserve require greater clarification regarding the business rules.*

### 2.1. 0522 (0479A) - Inclusion of email as a valid UNC communication

*(Report to Panel 15 October 2015)*

[www.gasgovernance.co.uk/0522](http://www.gasgovernance.co.uk/0522)

### 0551 - Protecting consumers who are disaggregated under Modification 0428 from Ratchet charges for Winter 2015

*(Report to Panel 15 October 2015)*

[www.gasgovernance.co.uk/0551](http://www.gasgovernance.co.uk/0551)

## 3. Issues

### 3.1. New Issues

SM requested further clarification regarding some wording. Subsequently, no new issues were raised.

## 4. Any Other Business

### 4.1. FGO Update for Workgroups

BF advised that an FGO update had been published for information. CW confirmed it is very likely that a number of modifications related to FGO would be raised for the October Panel.

### 4.2. Modification 0431 reporting update for November 2015

DM advised that Scotia Gas Networks are not intending to run the Modification 0431 reports for November. This decision has been taken due to the fact similar work is being carried out directly with MAM's. DM advised that he would welcome Shippers to provide information if they have it available. SM stated that it appeared the information was being handed to the Shippers to perform the data cleanse activity at the Shippers own cost, including the site visits without them being directly contacted by the MAM which was a concern. SM subsequently stated that the Shippers were not under the same obligations to undertake this task, as it is with the Modification 0431 process. CB stated that for clarification purposes, she understood that the MAM's had been issued a list of unregistered sites and the MAM's are checking for meter activity. DM confirmed that this was the case. DA stated that this has been communicated regarding this request.

## 5. Diary Planning

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:

Time/Date	Venue	Workgroup Programme
10:30 Thursday 24 September 2015	31 Homer Road, Solihull, B91 3LT	Standard Workgroup considerations plus 0522 and 0526. <b>0468 deferred until October</b>

**Action Table**

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status Update</b>
DX0202	26/02/2015	4.4	<i>Reference Transfer of Meter Points between iGTs and GTs - Xoserve (DA) to clarify discussions around how readings should be provided (i.e. estimated read provisions etc.), as undertaken within other forum (i.e. PN Workgroup &amp; UKLC).</i>	Xoserve (DA)	<b>Carried Forward</b> <b>On hold until the November meeting</b>