

**UNC Workgroup 0468 Minutes**  
**Unique Property Reference Number (UPRN) Population by Gas**  
**Transporters**  
**Thursday 22 October 2015**  
**via teleconference**

**Attendees**

Bob Fletcher (Chair)	(RF)	Joint Office
Lorna Dupont (Secretary)	(LD)	Joint Office
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Andy Clasper	(AC)	National Grid Distribution
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Addison	(DA)	Xoserve
David Mitchell	(DM)	Scotia Gas Networks
Kirsten Elliott-Smith	(KES)	Cornwall Energy
Lorna Lewin	(LL)	DONG Energy
Mark Jones	(MJ)	SSE
Mark Lyndon	(ML)	National Grid NTS
Richard Pomroy	(RP)	Wales & West Utilities
Steve Mulinganie	(SM)	Gazprom

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0468/221015>

The Workgroup Report is due to be presented at the UNC Modification Panel by 19 November 2015.

**1.0 Review of Minutes and Actions**

**1.1 Minutes (23 July 2015)**

The minutes of the previous meeting were accepted.

**1.2 Actions**

**0401:** E.ON (CB) to look to obtaining a meaningful definition for a UPRN from the Land & Property Organisation.

**Update:** Deferred to next meeting. **Carried forward**

**0402:** *Reference reviewing Supply Meter Point address data* – Xoserve (HC) to double check whether or not Xoserve are able to accommodate the proposed UPRN update cycle (i.e. 6 week refresher).

**Update:** Deferred to next meeting. **Carried forward**

**0403:** E.ON (CB) to investigate the statutory requirements of Local Authorities in England & Wales and whether or not similar obligations are replicated in Scotland.

**Update:** Deferred to next meeting. **Carried forward**

**0404:** E.ON (CB) & Xoserve (HC) to consider the PAF to UPRN based solution transitional requirements for inclusion in a subsequent amended version of the modification.

**Update:** Deferred to next meeting. **Carried forward**

## 2.0 Amended Modification

None presented.

## 3.0 Consideration of Joint Industry Address Data Quality Workgroup Consultation Questions

CB reported that the work undertaken by this Joint Industry group had now concluded and a report will be issued to all of the relevant industry bodies for their approval, including the UNC Modification Panel.

SM observed that parties had not yet had sight of the report; DA offered to contact the originator of the report with a request to provide it for publication on the Joint Office website so that parties can access it more easily.

**Action 1001: *Joint Industry Address Data Quality Workgroup Report - DA to contact the originator of the report with a request to provide it for publication on the Joint Office website.***

Ofgem had asked CB to defer making any decisions in respect of Modification 0468 until it had had the opportunity to review the report and its findings, following which Ofgem would discuss the way forward with CB (an amended modification might then be expected). The discussions on funding might be the key area.

CB was not therefore contemplating withdrawing the modification at present and confirmed that work had been continuing behind the scenes and that a revised set of business rules would be made available for consideration at a future meeting.

## 4.0 Consideration of Progressing with iGT056

Not discussed.

## 5.0 Workgroup Report

### 5.1. Consideration of Business Rules

CB believed that there should be no further discussion on the Solution until the Joint Industry report had been reviewed by Ofgem.

### 5.2. Consideration of User Pays

Not discussed.

### 5.3. Consider Relevant Objectives – *Panel Question on how the modification interacts with the joint fuel working group*

Not discussed.

## 6.0 Next Steps

BF reminded that the Workgroup Report must be submitted to the November UNC Modification Panel.

The timeframe for progression of the modification was reviewed. Based on the current circumstances the Workgroup agreed to recommend that the modification be returned to Workgroup and an extension until March 2016 be requested, to enable the Proposer to conclude discussions with Ofgem.

An interim Workgroup Report will be submitted to the November UNC Modification Panel.

## 7.0 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 26 November 2015	31 Homer Road, Solihull B91 3LT	Amended modification Review/discussion of Joint Industry Address Data Quality Workgroup Report findings Consideration of progress with iGT056 Development of Workgroup Report

### Action Table (22 October 2015)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0401	23/04/15	2.1	To look to obtaining a meaningful definition for a UPRN from the Land and Property Organisation.	E.ON (CB)	Carried forward
0402	23/04/15	2.1	<i>Reference reviewing Supply Meter Point address data – Xoserve (HC) to double check whether or not Xoserve are able to accommodate the proposed UPRN update cycle (i.e. 6 week refresher).</i>	Xoserve (HC)	Carried forward
0403	23/04/15	4.0	To investigate the statutory requirements of Local Authorities in England & Wales and whether or not similar obligations are replicated in Scotland.	E.ON (CB)	Carried forward
0404	23/04/15	4.0	To consider the PAF to UPRN based solution transitional requirements for inclusion in a subsequent amended version of the modification.	E.ON (CB) and Xoserve (HC)	Carried forward
1001	22/10/15	3.0	<i>Joint Industry Address Data Quality Workgroup Report - DA to contact the originator of the report with a request to provide it for publication on the Joint Office website.</i>	Xoserve (DA)	Pending