

UNC Distribution Workgroup Minutes
Thursday 26 November 2015
31 Homer Road, Solihull B91 3LT

Attendees

Bob Fletcher (Chair)	(RF)	Joint Office
Helen Cuin (Secretary)	(HCu)	Joint Office
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Andy Clasper	(AC)	National Grid Distribution
Andy Miller	(AM)	Xoserve
Angela Love*	(AL)	Scottish Power
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
Colin Blair*	(CBI)	Scottish Power
David Addison	(DA)	Xoserve
David Mitchell	(DM)	Scotia Gas Networks
Gavin Anderson*	(GA)	EDF Energy
Hilary Chapman	(HCh)	Xoserve
Jon Dixon	(JD)	Ofgem
Kirandeep Samra	(KS)	RWE npower
Kirsten Elliott-Smith	(KES)	Cornwall Energy
Lorna Lewin*	(LL)	DONG Energy
Mark Jones*	(MJ)	SSE
Mark Lyndon	(ML)	National Grid NTS
Rachel Hinsley	(RH)	Xoserve
Richard Pomroy*	(RP)	Wales & West Utilities
Steve Mulinganie	(SM)	Gazprom
Sue Hilbourne*	(SH)	Scotia Gas Networks

* *via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/dist/261115>

1. Introduction and Status Review**1.1. Minutes (22 October 2015)**

The minutes of the previous meeting were approved.

1.2. Modification(s) with Ofgem

Ofgem representative (JD) was not present when this agenda item was being considered. When a query was raised about the status of Modifications 0527 - Implementation of Annual Quantity arrangements (Project Nexus transitional modification) and 0529 - Implementation of Retrospective Adjustment arrangements (Project Nexus transitional modification), BF advised an update had been provided at the UNC Panel, he indicated that a decision would hopefully be made once there was certainty around the transitional arrangements for Nexus and that Ofgem hoped to make a decision on all the Nexus transitional modifications at the same time. However, CW suggested there were some concerns expressed with regards to Modification 0528V - Implementation of Supply Point Administration, gas allocation and settlement arrangements (Project Nexus transitional modification) and whether the industry had demonstrated that retrospective update should

remain in scope for delivery. He advised that Panel members had suggested the transitional modifications with Ofgem should be progressed and new modifications should be raised if required should the scope of delivery change.

1.3. Pre-Modification discussions

None.

2. Workgroups

2.1. 0468 Unique Property Reference Number (UPRN) Population by Gas Transporters

(Report to Panel 17 March 2016)

www.gasgovernance.co.uk/0468

2.2. 0526 - Identification of Supply Meter Point pressure tier

(Report to Panel 21 January 2016)

www.gasgovernance.co.uk/0526

2.3. 0520 0520A - Performance Assurance Reporting

(Report to Panel 17 December 2015)

www.gasgovernance.co.uk/0520

2.4. 0564R – Review of Annual Read Meter Reading requirements

(Report to Panel 17 March 2016)

www.gasgovernance.co.uk/0564

3. Issues

3.1. MNC MPRN creation process change (National Grid Distribution)

AC provided a brief explanation of the process change considered by the Shipperless and Unregistered site Workgroup. He explained that the MNC process is used for creating MPRNs where services have been laid but the MPRN has not been generated and is required by the occupier to facilitate a meter installation – it is a found service pipe process. AC also explained the FOM process. This change only relates to the MNC process.

AC highlighted there has been a number of safety issues where illegal services have been laid and an MPRN has been obtained under false pretences in an attempt to legitimise the connection. In some cases it is believed that a safety check reference has been quoted from the connections process.

AC explained as the MNC process is providing an opportunity to obtain an MPRN for illegal connections; improved validation checks need to take place to prevent the erroneous adoption of illegal services. DNOs therefore wish to incorporate a third validation process before the MPRN is created. This will involve certain desk-top checks and in some cases may involve a site visit where desk-top checks do not provide appropriate assurances.

DM explained that the desk-top checks would include the checking of support systems to ascertain if a service has been laid by an iGT or Transporter, the customer may also be able to provide reassurances and provide valid information relating to the installation date and which Transporter or UIP has laid the service.

AC confirmed that the current SLA is D+2. It is anticipated most sites will still be able to have MPRNs within D+2 but those in high-risk areas that fail the desk-top validations will require a site visit.

SM/CB wished to understand the realistic timescales for the high-risk site investigations. AC suggested that some referrals might take up to 10 days before the MPRN creation can be approved/rejected.

It was agreed that this did not need to be raised as an issue. The changes required will be communicated to the industry via the UK Link committee Change Pack process allowing parties to provide representations on the change.

AL asked if the HSE had been advised of the illegal connections. The Workgroup discussed the extent the HSE would need to be involved and whether a RIDDOR should be generated.

4. Any Other Business

4.1. Modification 0431- Shipper / Transporter – Meter Point Portfolio Reconciliation Lessons Learnt

Item deferred to the December meeting.

4.2. GSR 0518S

HCh, provided a brief presentation on the provision of the interim reports prior to implementation of UNC Modification 0518S - Shipper Verification of meter and address details following system meter removals.

HCh confirmed that the monthly report should capture Supply Meter Points that were disconnected 6 months previously, and there is no attached meter recorded since the disconnection. She clarified that the report will only be sent to the Shipper who was incumbent at the time of the supply point isolation.

The expectation will be that Shippers will interrogate the report, and provide any necessary data updates.

4.3. Missing ECVs

SM clarified that there is no standard for responding to raised queries and Gazprom are considering whether to raise a modification for an SLA. He suggested that the Transporters consider a reasonable SLA for query responses. The Workgroup agreed to consider the issue further along with actions DX1001 and DX1002 at the December meeting.

Action DX1101: Missing ECVs – Transporters to consider reasonable SLAs for query responses.

4.4. 0565 - Central Data Service Provider: General framework and obligations

Some workgroup attendees suggested that the schedule of meeting dates is reconsidered for 2016 to avoid clashes with the iGT Workgroup Meetings, which take place the 1st Tuesday every month. The Joint Office agreed to reschedule all meetings to the 1st Wednesday in every month where possible.

5. 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 and UKLC).

Update: Item deferred until the February Workgroup meeting. **Carried forward**

DX1001: Missing ECVs – SM to provide examples to the DNs for review.

Update: See item 4.3. **Carried forward**

DX1002: Missing ECVs – DNs to provide a process for reporting missing ECVs and any other non-standard issues and how the discovering party can request a replacement or remedial work.

Update: See item 4.3. **Carried forward**

6. Diary Planning

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

Distribution Workgroup meetings will take place as follows:

Time/Date	Venue	Workgroup Programme
10:30 Tuesday 22 December 2015	Energy Networks Association, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	Distribution Workgroup Modifications 0468, 0526 and 0564R
10:30 Thursday 28 January 2016	31 Homer Road, Solihull B91 3LT	<ul style="list-style-type: none"> • Standard Agenda items • <i>Other – to be confirmed</i>
10:30 Thursday 25 February 2016	Energy Networks Association, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	<ul style="list-style-type: none"> • Standard Agenda items • <i>Other – to be confirmed</i>
10:30 Thursday 24 March 2016	31 Homer Road, Solihull B91 3LT	<ul style="list-style-type: none"> • Standard Agenda items • <i>Other – to be confirmed</i>
10:30 Thursday 28 April 2016	Energy Networks Association, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	<ul style="list-style-type: none"> • Standard Agenda items • <i>Other – to be confirmed</i>
10:30 Thursday 26 May 2016	31 Homer Road, Solihull B91 3LT	<ul style="list-style-type: none"> • Standard Agenda items • <i>Other – to be confirmed</i>
10:30 Thursday 23 June 2016	Energy Networks Association, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	<ul style="list-style-type: none"> • Standard Agenda items • <i>Other – to be confirmed</i>
10:30 Thursday 28 July 2016	31 Homer Road, Solihull B91 3LT	<ul style="list-style-type: none"> • Standard Agenda items • <i>Other – to be confirmed</i>
10:30 Thursday 25 August 2016	Energy Networks Association, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	<ul style="list-style-type: none"> • Standard Agenda items • <i>Other – to be confirmed</i>
10:30 Thursday 22 September 2016	31 Homer Road, Solihull B91 3LT	<ul style="list-style-type: none"> • Standard Agenda items • <i>Other – to be confirmed</i>

10:30 Thursday 27 October 2016	Energy Networks Association, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	<ul style="list-style-type: none"> • Standard Agenda items • <i>Other – to be confirmed</i>
10:30 Thursday 24 November 2016	31 Homer Road, Solihull B91 3LT	<ul style="list-style-type: none"> • Standard Agenda items • <i>Other – to be confirmed</i>
10:30 Thursday 22 December 2016	Energy Networks Association, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	<ul style="list-style-type: none"> • Standard Agenda items • <i>Other – to be confirmed</i>

Action Table (26 November 2015)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
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 and UKLC).</i>	Xoserve (DA)	<i>On hold until February meeting</i> Carried forward
DX1001	22/10/15	4.1	<i>Missing ECVs – SM to provide examples to the DNs for review.</i>	Gazprom (SM)	Carried forward
DX1002	22/10/15	4.1	<i>Missing ECVs – DNs to provide a process for reporting missing ECVs and any other non-standard issues and how the discovering party can request a replacement or remedial work.</i>	ALL DNs	Carried forward
DX1101	26/11/15	4.1	<i>Missing ECVs – Transporters to consider reasonable SLAs for query responses.</i>	ALL DNs	Pending