

**UNC Distribution Workgroup Minutes**  
**Thursday 25 May 2017**  
**at Consort House, 6 Homer Road, Solihull, B91 3QQ**

**Attendees**

Adam Pearce* (0593/095 only)	(AP)	ES Pipelines
Andrew Margan	(AM)	British Gas
Andy Clasper	(ACI)	Cadent
Andy Miller	(AMi)	Xoserve
Angela Love*	(AL)	ScottishPower
Bob Fletcher (Chair)	(BF)	Joint Office
Chris Warner	(CW)	Cadent
Colette Baldwin	(CB)	E.ON Energy
Dan Simons* (0593/095 only)	(DS)	Gemserv
David Addison	(DA)	Xoserve
David Mitchell	(DM)	Scotia Gas Networks
David Tennant* (0613S only)	(DT)	Dentons
Fraser Mathieson	(FM)	Scotia Gas Networks
Gareth Evans	(GE)	Waters Wye
Gavin Anderson*	(GA)	EDF Energy
John Welch	(JW)	npower
Karen Visgarda (Secretary)	(KV)	Joint Office
Kelly Docherty*	(KD)	British Gas
Lorna Lewin	(LL)	DONG Energy
Mark Jones*	(MJ)	SSE
Nicky Rozier* (0593/095 only)	(NR)	BUUK Infrastructure
Rachel Bird* (0593/095 only)	(RB)	Gemserv
Rachel Hinsley	(RH)	Xoserve
Robert Wigginton*	(RW)	Wales & West Utilities
Sarah Gull (0613S only)	(SG)	Xoserve
Shanna Key	(SK)	Northern Gas Networks
Shiv Singh*	(SS)	Cadent
Steve Ladle* (0593/095 only)	(SL)	Gemserv
Steve Mulliganie*	(SM)	Gazprom
Steven Britton*	(SB)	Cornwall
Tahera Choudhury (0593/095 only)	(TC)	Xoserve

\* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/dist/250517>

**1. Introduction and Status Review**

BF welcomed all to the meeting.

**1.1. Approval of Minutes (27 April 2017)**

The minutes of the previous meeting were approved.

## 1.2. Modification(s) with Ofgem

*It was noted that there are no Distribution related modifications currently with Ofgem awaiting a decision.*

## 1.3. Pre-Modification discussion

1.3.1. None

## 2. Workgroups

### 2.1. 0593 / iGT095 – Provision of access to Domestic Consumer data for Price Comparison Websites and Third Party Intermediaries

*(Report to Panel 20 July 2017)*

<http://www.gasgovernance.co.uk/0593>

### 2.2. 0570 – Obligation on Shippers to provide at least one valid meter reading per meter point into settlement once per annum

*(Report to Panel 15 June 2017)*

<http://www.gasgovernance.co.uk/0570>

### 2.3. 0615S – Representation on DSC Committees: amendment to include mid-year appointments

*(Report to Panel on 20 July 2017)*

<http://www.gasgovernance.co.uk/0615>

### 2.4. 0619 – Application of proportionate ratchet charges to daily read sites

*(Report to Panel on 17 August 2017)*

<http://www.gasgovernance.co.uk/0619>

## 3. Project Nexus Requirements

### 3.1. RAASP

Please refer to Action DX0401 below for the update on this matter.

## 4. Issues

None.

## 5. Review of Outstanding Actions

**DX0301:** *Transferred in from 0609WG* – Ofgem (JD) to consider the AQ file validation issue as part of the Project Nexus implementation group and provide a view on options; validate AQ values or introduce a more robust Nexus acceptance process.

**Update:** DA confirmed this action could now be closed as this subject had been discussed. **Closed.**

**DX0302:** *Transferred in from the final standalone UKLC meeting* – Reference COR3143 – File Transfer Guide V12.1FA – Xoserve (DA) to look to provide a high level process flow map for the Supplier / MAM (non UKL user to non UKL user) aspects and to also consider a suitable publishing location for any supporting documentation.

**Update:** DA confirmed this action could now be closed as the UK Link Transfer Guide had been issued as requested. **Closed.**

**Action 0401:** *Reference RAASP Delivery* - Transporters and Xoserve to provide a RAASP Delivery clarification statement (i.e. the delivery or not, of elements of the retrospective solution).

**Update:** DA talked through the 'RAASP Delivery Statement' in relation to this action and explained it was well understood in the industry that the date of 01 October 2017 for the

RAASP delivery was not achievable. CW advised that the RAASP implementation date could be changed by an Authority consent and he felt comfortable with this approach as it could be managed in a short timescale. CW noted that the original Modification 0434 together with the associated Business Case should be reassessed regarding the functionality already delivered as part of the Project Nexus Implementation and the systems development required to implement RAASP functionality. A lengthy discussion took place regarding potential 'on costs' and CB said that as the Business Case was going to be re-visited and should RAASP not be implemented, would that mean that a rebate would be paid for the various costs that would not be incurred. CW explained reassessing the Business Case had been agreed by the Transporters and that this position is likely to be supported by Ofgem. DA said the statement was to give the reasoning behind why a new modification would need to be raised. BF felt that as Modification 0434 was implemented but not yet fully effective, it would require a modification to unwind the RAASP elements and that this modification should demonstrate the business case for doing so. It was subsequently agreed that this action could be closed, as this matter should be raised at the UNCC meeting to seek views on a way forward. **Closed**

**New Action DX0501: Cadent (CW) to discuss the RAASP Delivery Statement at the June UNCC meeting.**

**New Action 0402:** *Reference ad hoc seasonal service provision - Networks and Xoserve* to look to provide 'single points of contact' names and associated contact information as well as an explanation on how they see the ad hoc seasonal service process working.

**Update:** FM confirmed this action could now be closed, as Scotia Gas Networks had provided the Single Point of Contact information together with a detailed explanation of the ad hoc seasonal service process, he added that the other Networks should provide their Single Point of Contact information to Xoserve to ensure all the updated information was on the Xoserve website. **Closed**

**New Action DX0502: Xoserve (RH) to confirm all DNO contact details have been confirmed regarding ad hoc seasonal service provision.**

## 6. Any Other Business

### 6.1 Modification 0594R – Update

BF said due to the fact there was no Ofgem representation at the meeting, he felt this matter could not really be progressed further until the RFI report had been received. AMA and GA both agreed and wanted to know what the position was from Ofgem in relation to the CMA Report from the Monthly/Daily perspective and that if Ofgem were more inclined to explore the Daily process, that there was no associated Business Case to support this. BF asked if participants had views on the duration of the RFI, was 3 weeks sufficient? Some were concerned that this was a tight timeline as resources were tied up on Project Nexus implementation and that the standard 4 weeks should be a minimum. BF confirmed he would contact Ofgem to gain clarity on this matter.

### 6.2 Modification 0613S Update

DA overviewed the '*UNC Modification 0613S – Revised UK Link Manual CDSP Data Services Document*' presentation and explained the process for amending the UK Link Manual and that this would be reviewed by the DSC Change Management Committee.

He moved on to explain that the modification was necessary due to changes required to the 'Code Level Provisions', which could only be amended by a Code Modification. He stated the Code Level Provisions included: The UK Link Terms and Conditions, The UK Link Manual Framework Document and also potentially the other UK Link Manual Component documents, and that a single transparent process

would ensure the correct governance process. DA said the relevant documents would be provided to the DSC Change Management Committee, with associated discussions taking place in the June and July Change Management Committee meetings.

BF advised that the timeline including the DSC Change process is not achievable with the current UNC reporting date of June Panel. CWa agreed that another modification was required which would be similar to Modification 0617S to extend the UK Link Manual implementation date. BF suggested that the date be at least 16 Days following the Panel meeting a decision is to be made at which in this example is likely to be the September Panel.

DA said a close out date of 05 August 2017 was proposed in order for it to be presented at the August Panel, and then subsequently the new Manual provided in early October. SG added it would be advisable for the Legal representatives to be present at the 0613S Workgroup meeting being held on 05 June 2017 in order to progress this to a speedy conclusion. CB said she felt the timelines were being rushed and DA said that the intention was to aim for the August Panel, but that if necessary, it could be extended to the September Panel if that was required.

## 7. 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 as follows:

Time/Date	Venue	Workgroup Programme
10:30 Thursday 22 June 2017	Elexon, 350 Euston Road, London NW1 3AW	<ul style="list-style-type: none"> <li>• Standard Agenda items</li> <li>• Other – to be confirmed</li> </ul>

### Action Table (25 May 2017)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
DX0301	23/03/17 <i>(trans from 0609)</i>	5.	To consider the AQ file validation issue as part of the Project Nexus implementation group and provide a view on options; validate AQ values or introduce a more robust Nexus acceptance process.	Ofgem (JD)	<b>Closed</b>
DX0302	23/03/17 <i>(trans from UKLC)</i>	5.	<i>Reference COR3143 – File Transfer Guide V12FA V12.1FA</i> – Xoserve (DA) to look to provide a high level process flow map for the Supplier / MAM (non UKL user to non UKL user) aspects and to also consider a suitable publishing location for any supporting documentation.	Xoserve (DA)	<b>Closed</b>

**Action Table (25 May 2017)**

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status Update</b>
DX0401	27/04/17	5.	<i>Reference RAASP Delivery</i> - Transporters and Xoserve to provide a RAASP Delivery clarification statement (i.e. the delivery or not, of elements of the retrospective solution).	Transporters & Xoserve	<b>Closed</b>
DX0402	27/04/17	5.	<i>Reference ad hoc seasonal service provision</i> - Networks and Xoserve to look to provide 'single points of contact' names and associated contact information as well as an explanation on how they see the ad hoc seasonal service process working.	Networks & Xoserve	<b>Closed</b>
DX501	25/05/17	5.	Cadent (CW) to discuss the RAASP Delivery Statement at the June UNCC meeting.	Cadent (CW)	<b>Pending</b>
DX502	25/05/17	5.	Xoserve (RH) to confirm all DNO contact details have been confirmed regarding ad hoc seasonal service provision.	Xoserve (RH)	<b>Pending</b>