

**“Review of Demand Estimation UNC Section H Processes and Responsibilities”**

**Review Group (UNC0280) Minutes**

**Tuesday 14 September 2010**

**Holiday Inn, 61 Homer Road, Solihull**

**Attendees**

Bob Fletcher (Chair)	(BF) Joint Office
Helen Cui (Secretary)	(HC) Joint Office
Chris Warner	(CW) National Grid Distribution
Colin Thomson	(CT) Scotia Gas Networks
Dave Parker	(DP) EDF Energy
Fiona Cottam	(FC) xoserve
Joanna Ferguson	(JF) Northern Gas Networks
Jonathan Aitken	(JA) RWE npower
Joseph Lloyd	(JL) xoserve
Linda Whitcroft	(LW) xoserve
Louise Gates	(LG) EDF Energy
Louise Hellyer	(LH) Total Gas & Power
Mark Perry	(MP) xoserve
Matthew Jackson	(MJ) British Gas
Mo Rezvani	(MR) SSE
Richard Pomroy	(RP) Wales & West Utilities
Sallyann Blackett	(SB) E.ON
Sarah Palmer	(SP) E.ON
Simon Geen	(SG) National Grid NTS

**1. Introduction and Status Review**

BF welcomed members to the meeting, which was quorate.

**1.1. Review of Minutes from previous meeting**

The minutes of the previous meeting were approved.

**1.2. Review of actions from previous meetings**

**Action RG0280/005:** Collate list of concerns into the Review Group Report.

**Action Update:** See item 2.1 **Complete**

**RG0280/021A:** xoserve to establish the number of man-hours required to carry out the current analysis workload.

**Action Update:** MP provided a further breakdown on the estimate of man-hours spent on the different activities during the demand estimation analysis. See the published update on the Joint Office website. **Complete**

**Action RG0280/022:** SB, CW and BF to review and revise the draft Modification Proposal.

**Action Update:** SAB confirmed that the draft proposal has been revised and submitted to the Joint Office UNC0331. **Complete**

## 2. Review Group Discussion

### 2.1. Draft Review Group Report

It was acknowledged that E.ON UK had formally submitted a proposal to the September UNC Panel, requesting Panel to issue it to the Distribution Workstream for further discussion and development.

In response to the Proposal MR questioned the role of xoserve and asked for it to be clearer on where xoserve are acting as an entity on its own or on behalf of the Transporters, he also noted an additional advantage.

BF highlighted the different routes to changing the proposal, as the proposal is likely to be referred to the Distribution Workstream and a Workstream Report will be required.

RP questioned the sample sizes expressing concern about the potential to increase sample sizes. He also noted that any analysis requested over and above levels of Transporter resource would be covered by user pays. JF looked for something more specific to protect Transporters from exposure to CAPex. SB pointed out the suggested text wording stipulates that sample sizes are to be agreed with Transporters, so should discussion on what is achievable with the resources available or what will require additional funding.

LW asked about the expert group, the voting at DESC and the management of disputes, SB clarified the route for escalation with the Expert Group referring to DESC and DESC referring to UNCC.

MP questioned the use of the backstop date and the timelines of the 15 August and 10 business days. LW asked E.ON to revisit the timelines.

Following consideration of the submitted proposal, the draft Review Group Report was considered. The Review Group documented the Review Group's recommendations, finalising the Review Group Report for the UNC Panel's consideration.

BF advised that the report will be published at [www.gasgovernance.co.uk/0280](http://www.gasgovernance.co.uk/0280) and parties should send any additional comments by 30 September. An additional review meeting will be arranged should any comments other than simple corrections be received.

## 3. Review Group Process

It was agreed that the Review Group had concluded its review and no further meetings were planned.

## 4. Any Other Business

None raised.

**5. Diary Planning for Review Group**

No further meetings were planned.

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**Review Group 0280 - Action Log**

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status Update</b>
RG0280 005	26/02/10	3.0	Collate list of concerns into the Review Group Report.	Joint Office (BF)	<b>Complete</b>
RG0280/ 021A	23/07/10	1.2	xoserve to establish the number of man hours required to carry out the current analysis workload.	xoserve (LW)	<b>Complete</b>
RG0280 022	23/07/10	2.1.1	SB, CW and BF to review and revise the draft Modification Proposal.	E.ON (SB), NG UKD (CW), and JO (BF)	<b>Complete</b>