

Distribution Workstream Minutes

Thursday 28 October 2010

National Grid Office, 31 Homer Road, Solihull B91 3LT

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office of Gas Transporters
Mike Berrisford (Secretary)	(MiB)	Joint Office of Gas Transporters
Alan Raper	(AR)	National Grid Distribution
Andy Miller	(AM)	xoserve
Andrew Wallace	(AW)	Ofgem
Brian Durber	(BD)	E.ON UK
Chris Warner	(CW)	National Grid Distribution
David Watson	(DW)	British Gas
Gareth Evans	(GE)	Waters Wye Associates
Jemma Woolston	(JW)	Shell
Joanna Ferguson	(JF)	Northern Gas Networks
Joel Martin	(JM)	Scotia Gas Networks
Jonathan Wisdom	(JW)	RWE npower
Karen Kennedy*	(KK)	ScottishPower
Lesley Ramsey	(LR)	National Grid NTS
Mark Jones	(MJ)	SSE (alternate for A Frak)
Phil Broom	(PB)	GdFSuez
Phil Lucas	(PL)	National Grid Distribution
Sasha Pearce	(SP)	RWE npower
Simon Trivella	(ST)	Wales & West Utilities
Steve Mulinganie	(SM)	Gazprom

* denotes via a teleconference link

1. Introduction and Status Review

1.1. Minutes from the previous meeting

Linda Whitcroft (LW) provided the following written comments on the 23 September 2010 meeting minutes:

Action Dis0902: In her email, LW indicated that she believed that there was no action for xoserve as Shippers had not concluded which option they wanted to go for, hence the meeting on 12 October. AM added that xoserve had previously stated that they could deliver the profiles and thereafter, this matter would/could be discussed under the forthcoming Allocation ROM discussions. As a result, it was decided to close the action against xoserve.

Thereafter, the minutes of the previous Distribution Workstream Meetings held on 23 September and 12 October 2010 were approved.

1.2. Review of action from previous meetings

BF asked, and those present agreed, to review the outstanding action items as part of subjects listed below, although they remain as presented here for ease of clarity.

Action UNC0282 016: Shippers to send the Joint Office details of last years sites that could have been declared LTV with an AQ value to

determine how much energy could be smeared into RbD and avoided by that Shipper. This will be aggregated and summarised at the next meeting.
Action Update: Action not reviewed. **Carried Forward.**

Action UNC0282 017: Shippers to provide examples of vacant site durations to determine typical length of vacant sites.

Action Update: Action not reviewed. **Carried Forward.**

Action UNC 0282 021: Further consideration to be given to Mod640 Charges and appropriate Business Rules.

Action Update: Action not reviewed. **Carried Forward.**

Action Dis0802: UNC 0292/0293 - Shippers to submit data for zero, 5%, 10% and 15% on banding to xoserve as soon as possible. xoserve to understand/assess data and undertake further analysis in terms of the information received in terms of banding width provided (zero, 5%, 10% and 15%).

Action Update: Following an update on modification 0292 under item 2.2 below BF asked, and those present, agreed to close the action. **Closed.**

Action Dis0803: UNC0292/0293 - ~~xoserve to 1) clarify what the cap would have to be to cope with continuous submissions over the assumed period; and 2) assess the cost of doubling the existing capacity of the system.~~

Action Update: Following an update on modification 0292 under item 2.2 below BF asked, and those present, agreed to close the action. **Closed.**

Action Dis0804: UNC0292 – The Proposer to assess ramifications of profile amendments and consider addressing within the Proposal 0292.

Action Update: Following an update on modification 0292 under item 2.2 below BF asked, and those present, agreed to close the action. **Closed.**

Action Dis0807: UNC0326 – The Proposer to amend the Proposal to reflect the discussions and speak to xoserve to clarify future requirements.

Action Update: Following an update on modification 0326 under item 2.5 below BF asked, and those present, agreed to close the action. **Closed.**

Action Dis0808: 0045Dis, Handling of Emergency Situations at Priority Customer Sites – Provide a statement of the actions/approach to be taken by Transporters when attending commercial that should be considered a priority.

Action Update: Action not reviewed. **Carried Forward.**

Action Dis0809: 0047Dis, Third Energy Package - Ofgem to consider 'ownership', the appropriateness of separate meetings, and the provision of some guidelines in respect of DECC's expectations.

Action Update: Following an update on the topic under item 3.3 below BF asked, and those present, agreed to close the action. **Closed.**

Action Dis0810: 0049Dis - Confirm if this applies just to the sites in scope.

Action Update: Following an update on the topic under item 3.5 below BF asked, and those present, agreed to close the action. **Closed.**

Action Dis0811: 0049Dis - Transporters to give further consideration to: Opening reads – how should these be addressed on 01/10 (for transfers only); duplicate confirmations; customers who transfer to another Supplier on 01/10; delayed appeals; referrals process; objections – what happens

when these occur; and what are the consequences of retaining an Interruptible flag?

Action Update: Following an update on the topic under item 3.5 below BF asked, and those present, agreed to close the action. **Closed.**

Action Dis0901: UNC0292/0293 – Shippers to provide an estimate regarding 5-15% banding and potential energy saving within each band.

Action Update: Following an update on modification 0292 under item 2.2 below BF asked, and those present, agreed to close the action. **Closed.**

Action Dis0902: UNC0292/0293 – xoserve to establish the cost of a DCA and associated timescales for provision.

Action Update: Please refer to item 1.1 above. **Closed.**

Action Dis0903: UNC0292/0293 – Shippers to send suggestions regarding scheduling of SSPs within the window to KK, together with any identified related issues.

Action Update: Following an update on modification 0292 under item 2.2 below BF asked, and those present, agreed to close the action. **Closed.**

Action Dis0904: UNC0292/0293 – xoserve to provide submission profiles for at least 2008, 2009 and 2010.

Action Update: Following an update on modification 0292 under item 2.2 below BF asked, and those present, agreed to close the action. **Closed.**

Action Dis0905: UNC0296 - Check that the amended Proposal has addressed each of Ofgem's concerns put forward in relation to UNC0253.

Action Update: Following an update on modification 0296 under item 2.3 below BF asked, and those present, agreed to close the action. **Closed.**

Action Dis0906: UNC0314 - SM to consider comments received and amend the Proposal prior to the October Panel.

Action Update: Following an update on modification 0314 under item 2.4 below BF asked, and those present, agreed to close the action. **Closed.**

Action Dis0907: UNC0330 - All to provide further comments/ suggestions to MR by 07 October 2010 for consideration/inclusion in the Proposal; MR to revise Proposal as appropriate.

Action Update: Action not reviewed. **Carried Forward.**

Action Dis0908: UNC0331 - Review the suggested text and make sure it mirrors the changes proposed, with a view to completing the draft Report at next month's meeting.

Action Update: Action not reviewed. **Carried Forward.**

Action Dis0909: 0047Dis Third Energy Package – 1) Revise table and make available to Shippers for completion, via Joint Office website. 2) Shippers to complete and return to xoserve and Ofgem for initial consideration.

Action Update: Following an update on the topic under item 3.3 below BF asked, and those present, agreed to carry forward the action. **Carried Forward.**

Action Dis1001: Rules to be outlined for AQ Amendments, considering how files will be processed.

Action Update: Action not reviewed. **Carried Forward.**

Action Dis1002: Transporters to obtain a view from xoserve on managing a daily allowance.

Action Update: Action not reviewed. **Carried Forward.**

1.3. Review of Live Modification Proposals

BF provided an update on the live modification proposals of interest to the Distribution Workstream.

- 0274 – Creation of a National Revenue Protections Service

BF explained that he had no further update on this 'sitting' agenda item at this time. However, the next meeting of the NRPS workgroup is scheduled for next week. PB agreed to provide an update at the next Distribution Workstream meeting.

2. Modification Proposals

2.1. Proposal 0282 - Introduction of a process to manage Vacant sites

BF informed those present that information in being sought to assist xoserve in their planning processes.

KK advised that an amended modification proposal had been provided. DW pointed out that this matter had also been raised as a draft SPAA change and would therefore the impact of this, would require consideration especially any timing impacts.

In considering how SPAA vacant sites might impact upon the UNC, it was concluded that a Shipper would be required to confirm that their Supplier had complied with the various SPAA requirements, thereby satisfying UNC requirements. KK agreed to take a new action to investigate how the process will work between SPAA and the UNC, what the potential impact is upon the modification proposals itself and ascertain whether or not, non-signatories to the SPAA would be excluded. BF suggested that the shippers "would warrant" clause was previously removed from the proposal during its development as it was assumed the matter would be 'covered' under the SPAA schedule.

In closing, BF added that more detailed consideration of the modification would be undertaken at the 12/11/10 workstream meeting, where it expected that the Workstream report would be completed, prior to submission to the 16/12/10 Panel meeting.

New Action Dis1003: ScottishPower (KK) to investigate how the process will work between SPAA and the UNC, what the potential impact is upon the modification proposals itself and ascertain whether or not, non-signatories to the SPAA would be excluded.

2.2. Proposal 0292: Proposed change to the AQ Review Amendment Tolerance for SSP sites

The outstanding action items associated with this modification were reviewed, as follows:

Dis0802 Update – BF advised that the banding information had been provided to xoserve. AM advised that the analysis relating to this information would be discussed within his presentation on action item Dis0904. BF asked, and those present, agreed to close the action.

Dis0803 Update – BF advised that the costs associated with increasing system capacity had been discussed at the previous Workstream meeting. AM advised that he is currently awaiting the outcome of the profiling exercise. KK added that the Transporters are looking to profile utilising

existing system capacity. BF asked, and those present, agreed to close the action on the understanding that it would be revisited once profiling was better understood.

Dis0804 Update – KK indicated that she had been in discussion with JF regarding this matter and anticipates a successful resolution in due course. BF asked, and those present, agreed to close the action.

Dis0901 Update – AM confirmed that more banding information had been provided, although it should be noted that the issue of banding is of little relevance to xoserve. Only one set of shipper energy related information had been provided to date.

When asked about the possible compilation of banding information related reports, AM confirmed that xoserve would be happy to undertake this so long as shippers provided the information.

KK confirmed that ScottishPower intends to continue progressing the modification as they have witnessed significant energy movement and will be submitting an amended proposal shortly. BF asked, and those present, agreed to close the action.

Dis0902 Update – Please refer to item 1.1 above.

Dis0903 Update – KK confirmed that they (ScottishPower) had received feedback on the proposal from a number of parties and that the modification is based on a smooth profile.

DW voiced concern that the modification has the potential to impact upon his business as they currently submit more appeals than the sharing mechanism would allow under this Proposal. He also has issue with the proposed (50 day) AQ amendment window, which could restrict users. In response to the second point, JF pointed out that the legal text currently being drafted proposes retaining the current AQ amendment window.

Ofgem (AW) enquired if it is proposed to develop the business rules at the same time as the legal text to which BF suggested that JF would need to discuss how best to 'match' the legal text to the modification and then reflect this within the business rules. BF asked, and those present, agreed to close the action.

Dis0904 Update – As part of the update on this action, AM provided a brief three-slide presentation on the submission profiles. He went on to summarise the figures by advising that on the basis of this information, there does not appear to be a material change between years 2008, 2009 & 2010. BF asked, and those present, agreed to close the action.

In closing, JF & KK agreed that they will now discuss how best to align the legal text with the modification (revised where, and if, appropriate) and thereafter develop the business rules with a view to discussing further at the 12/11/10 meeting.

2.3. Proposal 0296: Facilitating a Supply Point Enquiry Service for Non-Domestic Supply Points

Dis0905 Update – When asked, AW indicated that he did not have any comments on this action at this time.

GE commented that his clients have concerns about tendering for mid to large sites and the potential impact of verbal customer permissions. PB supported this by informing those present that at the recent Panel meeting, a Consumer Focus representative stated that they do not perceive the proposed warrant process as being sufficiently robust, seeking enhancements to the auditing aspects etc. In response, DW

indicated that the warrant process had been included within the proposal to address various parties concerns. Furthermore, the nomination process is not looking to restrict the larger players. BF asked, and those present, agreed to close the action.

2.4. Proposal 0314: The provision of a “Data Update” to Non Code Parties

In opening discussions on this proposal, BF informed those present that an amended proposal had been provided. AM added that xoserve do not hold corrector removal date related information within their systems. SM agreed to consider amending the proposal to reflect this fact.

Dis0906 Update – When asked about how the data hub would work in the apparent absence of any supplier information, as proposed in the modification SM suggested that this is not an issue as the modification itself proposes that no site specific data is required as it acts simply as a register for information currently available to all but in different systems. AR enquired as to why the proposal only ESTA Services, to which SM advised that originally the proposal referred to ‘relevant parties’ but this had been changed during development. However, it was noted that data items would be available indirectly via the AMR agencies.

When asked if the proposal is to include ASP data, SM confirmed that that was the intention.

CW suggested that the proposal may need to identify bi-lateral arrangements and he will be discussing this with his legal contacts before approaching SM with a view.

BF asked if, in light of the fact that this proposal is due to be considered at the 18/11/10 Panel meeting, whether or not we should reopen the workstream report to which those present suggested it was not necessary. BF asked, and those present, agreed to close the action.

2.5. Proposal 0326: Allocation of unidentified gas following the appointment of the Allocation of Unidentified Gas Expert (AUGE)

Please note: at the request of KK this item was taken out of sequence during the meeting, and was discussed after item 2.2 above.

Dis0807 Update – KK informed those present that the proposal is being amended in-line with previous discussions with a view to discussing the matter in more detail at the 12/11/10 meeting. BF asked, and those present, agreed to close the action.

2.6. Proposal 0330: Delivery of additional analysis and derivation of Seasonal normal weather

BF suggested, and parties agreed, that in the absence of a knowledgeable person to defer discussion of the proposal until the 12/11/10 meeting.

2.7. Proposal 0331: Demand Estimation Section H Changes to Processes and Responsibilities

BF suggested, and parties agreed, that in the absence of a knowledgeable person to defer discussion of the proposal until the 12/11/10 meeting.

2.8. Proposal 0335: Offtake Metering Error – Payment Timescales

Copies of the following presentation materials are available to view &/or download from the Joint Office of Gas Transporters web site at: <http://www.gasgovernance.co.uk/dist/281010>.

JW provided a brief overview of the RWE npower presentation, advising that National Grid NTS had been requested to provide cash flow information, which to date, had not been provided. ST confirmed that he

had spoken with NG NTS and the information will be available for the 12/11/10 meeting.

Moving on to the British Gas presentation, DW provided a brief overview and how they would like to see the Proposal develop. When asked, he confirmed that strictly speaking it is a cash flow issue, rather than the error itself. In response, AR suggested that the proposals potentially moves the Transporters into the energy arena without actually incentivising them to not make the mistakes in the first place – should it be a form of ‘liquidated damages’ and related to a Standards of Service target. ST supported this view and suggested that dragging the Transporters into the energy arena could be counter productive. Furthermore, he is in contact with NG NTS and anticipates having access to the information in time for consideration at the 12/11/10 meeting. JW requested early vision of this information for himself and DW to enable them to take it into consideration. BF asked, and parties agreed to await the provision of the information before discussing the matter further at either the 12 or 25/11/10 meeting(s).

In closing, AR advised that if the proposal is seeking to ensure that the Transporters pay for the lost energy components then they will find it hard to support such an approach. However, if it is about addressing cash flow shortfalls (differences), then they might be able to support it. When asked about the £30 million Shipper RbD charge, AR confirmed that this related to an NTS Commodity Charge element.

3. Topics

3.1. 0045Dis, Handling of Emergency Situations at Priority Customer Sites

Dis0808 Update – Upon the request of ST, this item was deferred to a future meeting.

3.2. 0046Dis, Mechanism for Correct Apportionment of Unidentified Gas Guidelines Document

When asked, AR advised those present that this matter had now progressed to the procurement stage.

3.3. 0047Dis, Third Energy Package

Dis0809 & 0909 Updates – AW suggested that this action item had now been overtaken by market events such as the closure of the DECC consultation. DECC had been in frank discussions with ICoSS Shippers culminating in the proposed release of a draft licence condition in early November. Whilst DECC stated that a 21 day (3 calendar week) provides for sufficient warning, subject to a reasonable endeavours approach. The Authority view on the other hand, is that further development is required, especially around the definition of 3 weeks. Whilst acknowledging that in a dual fuel world there remains an element of uncertainty, SM suggested that DECC is clear that in their view, the industry has had long enough to address the system being able to support a 3 week change of supplier obligation.

AR pointed out that currently the Transporter’s central systems are supporting Inter-Supplier challenges, so it is unreasonable to ‘target’ the systems as being at fault.

SM remained concerned as to how best to progress this matter, to which BF suggested that a party could always raise a UNC Review Proposal and the workstream could continue to discuss the matter whilst the review group was convened. AR pointed out that the previous request sought

views on users preferences, rather than the timelines involved (i.e. identify in proposed solution is either complex or not).

It was agreed that two new actions should be undertaken, one by the shippers to provide responses ranking each option (easy/medium/hard in terms of complexity) in time for xoserve to collate the information and present it at the 12/11/10 meeting and the other on xoserve to provide updated documentation which reflects today's discussions.

Click on this link to access the table at: <http://www.gasgovernance.co.uk/dist/121010>.

PB enquired as to what level was required to satisfy a 'best endeavours approach' with regard to ISDs – would compliance with the I&C Code of Practise satisfy this?

When asked if there would be a licence condition applied to 'cover' this matter, AW suggested that whilst he had seen some drafting, he could not categorically say that there would be. BF asked, and those present, agreed to close Dis0809, but carry forward Dis0909 (Part 2).

3.4. 0048Dis, Management of Domestic EUCs

BF pointed out that this topic is related to work being undertaken within Development Workgroup 0270 "Aggregated Monthly Reconciliation for Smart Meters" and as a consequence there is little to discuss until outputs from the workgroup become clearer.

3.5. 0049Dis, DN Interruption Phase 2 ("Oct 2011 implementation")

Please note: at the request of ST this item was taken out of sequence during the meeting, and was discussed after item 1.3.1 above. Furthermore, copies of the presentation materials are available to view &/or download from the Joint Office of Gas Transporters web site at: <http://www.gasgovernance.co.uk/dist/281010>.

3.5.1 Distribution Network Interruption – Initialisation Presentation

AR provided a brief overview of the presentation, with the main discussion points presented as follows:

Slide 3 – Our Back-stop Solution

This is primarily aimed at those shippers not wishing to participate in the DN Interruption Reform (Mod 0090) process, however it is the Transporters preference that shippers will undertake their own confirmations.

Parties discussed whether or not shippers should get paid for participating in this matter as they see this as a 'data correction' exercise on behalf of the Networks. In response, ST was clear in stating that the Networks do not consider this a data correction matter and would prefer shippers to incentivise themselves to undertake the necessary actions.

In acknowledging that the timing may not be ideal (as it is the contract renewal window for many shippers), AR reinforced his view that co-operation remains the best way forward. ST supported this by pointing out that the incentive is aimed at stopping shippers from sitting on their hands and doing nothing which is why the Networks are looking for shipper 'buy-in', especially the I&C shippers. In response, several shipper representatives requested that the Networks consider providing a 'walk through' of the various scenarios and the timelines involved so that they could have confidence that the proposed changes will work, especially the nomination and referral aspects. Shippers are also keen that the Networks can successfully demonstrate that they can resource the project. AR agreed to undertake a new action, on behalf of the

Networks, to organise a workshop to ‘walk through’ the various scenarios for changing the status of the 1700 interruptible supply points to firm.

When asked about a global data fix, AR indicated that this would not be a preferred solution, hence the proposed approach.

He went on to acknowledge that there maybe a small element of catch up involved for those sites that are already changing over during this period.

AR went on to ask that shippers identify their requirements to enable the Networks to include consideration of these in their proposed workshop.

Slide 5 – Shared Supply Meter Points (Unique Sites)

AR pointed out that bullet point one is not necessarily a 01/10/2011 requirement.

New Action Dis1004: Networks to organise a workshop to ‘walk through’ the various scenarios (and timelines) for changing the status of the 1700 interruptible supply points to firm.

New Action Dis1005: Shippers to identify their requirements to enable the Networks to include consideration of these in their proposed workshop.

3.5.2 Proposed Business Rules – Interruption Initialisation

AR advised those present that these are draft business rules for parties to consider and provide responses to in due course.

Dis0810 & 0811 Updates – In the absence of ST, AR confirmed that this relates to the 1700 confirmed sites in scope. BF pointed out that with regard to Dis0811, this would now become part of the proposed workshop provision. BF asked, and those present, agreed to close both actions.

3.6. 0050Dis, DM Unbundling

CW advised that Wales & West Utilities are the lead on the development of a draft modification proposal relating to this matter, which hopefully will be available for discussion at the 12/11/10 meeting.

3.7. 0051Dis, Procurement of NDM Profiling Data

CW advised that work with DESC on this matter is ongoing.

3.8. New Topics

None raised.

4.0 Any Other Business

Update on Exit Capacity Substitution and Revision presentation

National Grid NTS (LR) provided a brief overview of the presentation and when asked whether or not any Security of Supply issues had been identified, she responded by pointing out that the Authority will be conducting an Impact Assessment in due course, which will consider items such as this.

EUC Code Numeric Field Constraint

JF advised that this relates to the 9999.99 roll over issue and is being considered within the UK Link Committee arena.

5.0 Diary Planning for Workstream

The next meetings are scheduled as follows:

- Friday 12 November 2010, 10:30, 31 Homer Road, Solihull (primarily for UNC0282 and any other items not discussed from 28 October 2010)
<http://www.gasgovernance.co.uk/dist/121110>
- Thursday 25 November 2010, 10:00, Elexon, 350 Euston Road, London

Those present then debated which December date and location concluding that Solihull on 21/12/10 would be preferable, with the 17/12/10 as an alternative.

Distribution Workstream Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
UNC 0282 016	25/08/10	2.3	Shippers to send the Joint Office details of last years sites that could have declared LTV with an AQ value (excluding isolated sites) to determine how much energy could smeared into RbD and avoided by that Shipper. This will be aggregated and summarised at the next meeting.	All Shippers	Carried forward
UNC 0282 017	25/08/10	2.3	Shippers to provide examples of vacant site durations to determine typical length of vacant sites.	All Shippers	Carried forward
UNC 0282 021	20/09/10	2.1	Further consideration to be given to Mod640 Charges and appropriate Business Rules.	All	Carried forward
UNC 0282 022	05/10/10	2.1	Consider the rules analysis and the ability to provide cumulative reports.	xoserve (LW)	Carried forward
UNC 0282 023	05/10/10	2.1	ROM to be requested.	National Grid Distribution (CW)	Carried forward
Dis0802	26/08/10	2.1	UNC 0292/0293 - Shippers to submit data for zero, 5%, 10% and 15% on banding to xoserve as soon as possible. xoserve to understand/assess data and undertake further analysis in terms of the information received in terms of banding width provided (zero, 5%, 10% and 15%).	ALL Shippers and xoserve (AM)	Closed
Dis0803	26/08/10	2.1	xoserve to 1) clarify what the cap would have to be to cope with continuous submissions over the assumed period; and 2) assess the cost of doubling the existing capacity of the system.	xoserve (AM)	Part 1- Completed Part 2 – Closed
Dis0804	26/08/10	2.1	The Proposer to assess ramifications of profile amendments and consider addressing within the Proposal(s) 0292/0293	Scottish Power (LK)	Closed
Dis0807	26/08/10	2.5	0326 - Amend the Proposal to reflect the discussions and speak to xoserve to clarify future requirements.	Scottish Power (LK)	Closed

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
Dis0808	26/08/10	3.1	0045Dis, Handling of Emergency Situations at Priority Customer Sites – Provide a statement of the actions/approach to be taken by Transporters when attending commercial that should be considered a priority.	Wales & West Utilities (ST)	Carried forward
Dis0809	26/08/10	3.3	Action Dis0806: 0047Dis, Third Energy Package - Ofgem to consider 'ownership', the appropriateness of separate meetings, and the provision of some guidelines in respect of DECC's expectations.	Ofgem (AW)	Closed
Dis0810	26/08/10	3.5	0049Dis - ST to confirm if this applies just to the sites in scope.	Wales & West Utilities (ST)	Closed
Dis0811	26/08/10	3.5	0049Dis - Transporters to give further consideration to: Opening reads – how should these be addressed on 01/10 (for transfers only); duplicate confirmations; customers who transfer to another Supplier on 01/10; delayed appeals; referrals process; objections – what happens when these occur; and what are the consequences of retaining an Interruptible flag?	Transporters	Closed
Dis0901	23/09/10	2.1	UNC0292/0293 – Shippers to provide an estimate to xoserve regarding 5-15% banding and potential energy saving in each band	ALL Shippers	Closed
Dis0902	23/09/10	2.1	UNC0292/0293 – xoserve to establish the cost of a DCA and associated timescales for provision.	xoserve (LW/AM)	Closed
Dis0903	23/09/10	2.1	UNC0292/0293 – Shippers to send suggestions regarding scheduling of SSPs within the window to KK, together with any identified related issues.	ALL Shippers	Closed
Dis0904	23/09/10	2.1	UNC0292/0293 – xoserve to provide submission profiles for at least 2008, 2009 and 2010.	Xoserve (LW)	Closed

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
Dis0905	23/09/10	2.3	UNC0296 - Check that the amended Proposal has addressed each of Ofgem's concerns put forward in relation to UNC0253.	Ofgem (TK)	Closed
Dis0906	23/09/10	2.4	UNC0314 – Consider comments received and amend the Proposal prior to the October Panel.	Gazprom (SM)	Closed
Dis0907	23/09/10	2.6	UNC0330 - All to provide further comments/ suggestions to MR by 07 October 2010 for consideration/inclusion in the Proposal; MR to revise Proposal as appropriate.	ALL and SSE (MR)	Carried forward
Dis0908	23/09/10	2.7	UNC0331 - Review the suggested text and make sure it mirrors the changes proposed, with a view to completing the draft Report at next month's meeting.	E.ON (SB) and SGN (JM)	Carried forward
Dis0909	23/09/10	3.3	0047Dis Third Energy Package – 1) Revise table and make available to Shippers for completion, via Joint Office website. 2) Shippers to complete and return to xoserve and Ofgem for initial consideration.	xoserve (AM) and ALL Shippers	Part 1 - Complete. Part 2 - Carried forward.
Dis1001	12/10/10	2.1	UNC0292 - Rules to be outlined for AQ Amendments, considering how files will be processed.	Scottish Power (KK)	Carried forward
Dis1002	12/10/10	2.1	UNC0292 - Transporters to obtain a view from xoserve on managing a daily allowance.	Transporters	Carried forward
Dis1003	28/10/10	2.1	Investigate how the process will work between SPAA and the UNC, what the potential impact is upon the modification proposals itself and ascertain whether or not, non-signatories to the SPAA would be excluded.	ScottishPower (KK)	Update due at 12/11/10 meeting.
Dis1004	28/10/10	3.5	Organise a workshop to 'walk through' the various scenarios (and timelines) for changing the status of the 1700 interruptible supply points to firm.	DNs	Update due at 12/11/10 meeting.

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
Dis1005	28/10/10	3.5	Identify their requirements to enable the Networks to include consideration of these in their proposed workshop.	Shippers	Update due at 12/11/10 meeting.