

**UNC Workgroup 0379 Minutes  
Provision for an AQ Review Audit  
Thursday 27 October 2011  
31 Homer Road, Solihull B91 3LT**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office
Lorna Dupont (Secretary)	(LD)	Joint Office
Alan Raper	(AR)	National Grid Distribution
Alex Ross	(ARo)	Northern Gas Networks
Alison Jennings	(AJe)	Xoserve
Anne Jackson	(AJ)	SSE
Chris Hill	(CH)	first:utility
Chris Warner	(CW)	National Grid Distribution
Darren Lindsay	(DL)	E.ON UK
David Addison	(DA)	Xoserve
Emma Smith	(ES)	Xoserve
Erika Melen	(EM)	Scotia Gas Networks
Gareth Evans	(GE)	Waters Wye
George Glen	(GG)	ScottishPower
Joel Martin	(JM)	Scotia Gas Networks
Karen Kennedy	(KK)	ScottishPower
Linda Whitcroft	(LW)	Xoserve
Lisa Harris	(LH)	Shell
Lorna Lewin	(LL)	Shell
Richard Vernon	(RV)	RWE npower
Sasha Pearce	(SP)	RWE npower
Stefan Leedham	(SL)	EDF Energy

*Copies of all papers are available at: <http://www.gasgovernance.co.uk/0379/271011>.*

**1. Review of Minutes and Actions****1.1 Minutes**

Following receipt and acceptance of comments, the minutes of the previous meeting were accepted.

**1.2 Actions**

**0702:** Consider specific reasons why an LSP site would have less chance of calculating an AQ than an SSP site.

**Update:** LW confirmed that there is a warnings report that may assist and endeavoured to provide further information. GE believed the reasons had already been covered. **Closed**

**0703:** ICOS to report back on their market and formally respond, quantifying the scale of any issues.

**Update:** GE reported that this information was unable to be provided by ICoSS parties at the present due current workloads and insufficient resources. **Closed**

**0705:** Grace period - Produce examples and an illustrative timeline to clarify the application to new and established Users.

**Update:** Presentation provided illustrating working examples. **Closed**

**0901:** Scottish Power and Xoserve (KK and LW) to investigate what possible meter status exclusions would/could be required and what high-level descriptions/categories attract capacity charges.

**Update:** KK confirmed that Xoserve had met to discuss and a meter status table was published after the last meeting; ScottishPower are now considering. **Closed**

## 2. Discussion

### Modification 0379A

#### *Grace period scenarios*

Responding to Action 0705, GG presented 4 different scenarios. LW reiterated that January would be preferable to November, which was not really a practical date as reports would not be available at that point. It was pointed out the Mod0081 reports do not currently exist, and it was confirmed that additional reports would need to be developed.

In respect of a new market entrant, it was suggested that the starting date of the grace period should commence from the date when it takes on its first site rather than when it receives formal recognition as a User. GG noted this point and would make it clear in the business rules.

#### *Business Rules*

Minor amendments had been made following the previous discussion, and KK confirmed that that she was not considering changing the measures to exclude any scenarios.

KK confirmed that she was in discussion with LW regarding the identification of market share excluding new entrants and to avoid distortions.

### Modification 0379

In the absence of the Proposer no further progress could be made. Revised Business Rules had not been provided for review.

### Next Steps

BF clarified the next steps.

The Workgroup Report on 0379 and 0379A is to be completed and submitted to Panel by January 2012.

Costings were required by December. The Business Rules needed to be finalised so that Xoserve could fully understand what was required; LW reported that Xoserve was making an initial assessment, and would liaise with the Proposers to discuss what other details might be required in order to produce a ROM.

The draft Workgroup Report will be reviewed at the next meeting.

### 3. Any Other Business

None raised.

### 4. Diary Planning for Workgroup

*Further details of planned meetings are available at: [www.gasgovernance.co.uk/Diary](http://www.gasgovernance.co.uk/Diary)*

The next meeting of the Workgroup will take place within the business proceedings of the Distribution Workgroup, on Thursday 24 November 2011, at 31 Homer Road, Solihull B91 3LT.

#### Action Log - Workgroup 0379

Action Ref	Meeting Date(s)	Minute Ref	Action	Owner	Status Update
0379 0702	28/07/11	2	Consider specific reasons why an LSP site would have less chance of calculating an AQ than an SSP site.	Shippers (All)	<b>Closed</b>
0379 0703	28/07/11	2	ICOSS to report back on their market and formally respond, quantifying the scale of any issues.	ICOSS (SM & GE)	<b>Closed</b>
0379 0705	28/07/11	2	Grace period - Produce examples and an illustrative timeline to clarify the application to new and established Users.	Scottish Power (KK)	<b>Closed</b>
0379 0901	22/10/11	1.2	Investigate what possible meter status exclusions would/could be required and what high-level descriptions/categories attract capacity charges	ScottishPower and Xoserve (KK and LW)	<b>Closed</b>