

**UNC Workgroup 0410A Minutes  
Responsibility for gas off-taken at Unregistered Sites following New  
Network Connections**

**Wednesday 10 October 2012**

**31 Homer Road, Solihull, B91 3LT**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office of Gas Transporters
Helen Cuin (Secretary)	(HC)	Joint Office of Gas Transporters
Alex Ross	(ARo)	Northern Gas Networks
Anne Jackson	(AJ)	SSE
Andrew Wallace	(AW)	Ofgem
Andrew Margan	(AM)	British Gas
Chris Warner	(CW)	National Grid Distribution
Collette Baldwin	(CB)	E.ON UK
Darren Lond	(DL)	National Grid Transmission
David Addison	(DA)	Xoserve
David Mitchell	(DM)	Scotia Gas Networks
Brendan Murphy	(BM)	Waterswye
Lorna Lewin	(LL)	DONG
Marie Clark	(MC)	Scottish Power
Naomi Anderson	(NA)	EDF Energy

Copies of all papers are available at: [www.gasgovernance.co.uk/0410/101012](http://www.gasgovernance.co.uk/0410/101012)

The Workgroup Report is due to the UNC Modification Panel on 15 November 2012.

**1. Review of Minutes and Actions from previous meeting**

**1.1. Minutes**

The minutes of the previous meeting were accepted.

**1.2. Actions**

**0011: 0410A -**

- a) Provide/publish the relevant section of the draft SPAA CoP; and
- b) Read the SPAA Theft of Gas Code of Practice document before the next meeting and assess whether a sufficient degree of assurance in respect of disconnections exists

**Update:** CW provided an update and suggested changes to Business rule 12. AW believed that the Theft Code of Practice (CoP) was drafted without considering unregistered sites, he questioned if unregistered sites can be classified as theft. CW challenged that offtaking gas without a supplier is in breach of the Gas Act. AM questioned if unregistered sites need to be included in the Theft CoP. CW believed the CoP would need to be updated. However consideration needed to be given to disconnecting customers who can provide evidence of being billed by a supplier. CW explained the process for updating the SPAA CoP. AW was keen for Transporters to make reasonable attempts for customers to obtain a supply and to consider vulnerable customers. CW explained that vulnerable customers are considered within the CoP. AW suggested that the Transporters should consider the Theft CoP and what would apply to unregistered rules. AJ believed the Transporters should not be explicit on reasons why a customer would not be cut-off as the CoP is a public document. The Workgroup considered whether transitional arrangements would be required to the Theft CoP.

AM enquired about the SPAA CoP best practise, CW explained that Transporters are working together to ensure processes are common and that best practise will be followed where it is possible however internal processes may differ slightly. **Complete**

## 2. Discussion and Workgroup Report

### 2.1. Modification 0410A

CW advised that the Legal text should be available for the Workgroup to consider on the 25 October.

AR also understood that the Legal Text for Modification 0410 was also being worked on. He believed that Xoserve are in the process of considering the invoice process as the existing mechanisms cannot be used and a new way of invoicing will need to be considered.

DA confirmed that a ROM would not be available for consideration on 25 October.

AW asked National Grid Distribution to clarify some of the business rules offline.

### 2.3 Workgroup Report

It was believed that the Workgroup could be concluded at the meeting on 25 October 2012 for submission to the November UNC Modification Panel.

## 3. Any Other Business

None.

## 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 will take place within the business proceedings of the Distribution Workgroup on:

Thursday 25 October 2012, 10:30, at 31 Homer Road, Solihull, B91 3LT

### Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0011	27/09/12	2.2	<p>0410A:</p> <p>a) Provide/publish the relevant section of the draft SPAA CoP; and</p> <p>b) Read the SPAA Theft of Gas Code of Practice document before the next meeting and assess whether a sufficient degree of assurance in respect of disconnections exists.</p>	<p>National Grid Distribution (CW)</p> <p>ALL</p>	<b>Complete</b>