

**UNC Distribution Workgroup Minutes**  
**Tuesday 18 December 2012**  
**at 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
Alan Raper	(AR)	National Grid Distribution
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Andrew Wallace	(AW)	Ofgem
Anne Jackson	(AJ)	SSE
Cemal Huseyin*	(CH)	Ofgem
Chris Warner	(CW)	National Grid Distribution
Collette Baldwin	(CB)	E.ON UK
David Addison	(DA)	Xoserve
David Corby	(DC)	National Grid NTS
Ed Hunter	(EH)	RWE npower
Emma Lyndon	(EL)	Xoserve
Erika Melén	(EM)	Scotia Gas Networks
Gareth Evans	(GE)	Waters Wye Associates
Lorna Lewin	(LL)	DONG
Marie Clark	(MC)	Scottish Power
Mike Lapper	(ML)	National Grid Distribution
Naomi Anderson	(NA)	EDF Energy
Steve Mullinganie	(SM)	Gazprom
Tom Breckwoldt	(TB)	Gazprom

\* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/Dist/181212>

**1. Introduction and Status Review****1.1. Minutes from the previous meeting(s)**

The minutes from the previous meeting were accepted.

**1.2. Review of actions from previous meeting(s)**

**Dis0902:** Transporters to indicate the appropriate communications for the transfer of assets between Transporters.

**Update:** AR confirmed that the Transporters would produce high-level communications process to clarify what should happen, in the New Year and this would form part of a lessons learned presentation. **Closed**

**Dis1001a:** Ofgem to consider National Grid Distribution's response on the recent disposal of assets against Standard Condition 29 and provide a view on any improvements that could be made to direction given by the Authority.

**Update:** AW confirmed discussions have taken place with National Grid. Lessons learned would be shared with the Workgroup at a later date. It was agreed to review the Transfer of Assets between Transporters in the New Year and an issue would be raised with a medium priority. **Closed**

## 2. Workgroups

The following individual Workgroup meetings took place:

- 2.1. 0425 - Re-establishment of Supply Meter Points – Shipperless sites  
(Report to Panel 21 February 2013) – Papers at:  
[www.gasgovernance.co.uk/0425](http://www.gasgovernance.co.uk/0425)
- 2.2. 0428 - Single Meter Supply Points  
(Report to Panel 21 March 2013) – Papers at:  
[www.gasgovernance.co.uk/0428](http://www.gasgovernance.co.uk/0428)
- 2.3. 0429 - Agenda Customer Settlement Error Claims Process  
(Report to Panel 21 February 2013) – Papers at:  
[www.gasgovernance.co.uk/0429](http://www.gasgovernance.co.uk/0429)
- 2.4. 0431S - Shipper/Transporter - Meter Point Portfolio Reconciliation  
(Report to Panel 18 April 2013) – Papers at:  
[www.gasgovernance.co.uk/0431](http://www.gasgovernance.co.uk/0431)
- 2.4 0437S – Retention of MAM ID in Transporter Systems at Change of Shipper  
(Report to Panel 21 February 2013) – Minutes at:  
[www.gasgovernance.co.uk/0437](http://www.gasgovernance.co.uk/0437)

## 3. Issues

### 3.1. New Issues

#### 3.1.1. Transfer of Assets - ISS 0052

It was agreed to review the Transfer of Assets between Transporters in the New Year and raise a medium priority issue.

#### 3.1.2. Performance Assurance - ISS 0053

MC confirmed the intention to raise an issue at the UNC Panel meeting on 20 December 2012 to take forward the consideration of performance measures. The Workgroup agreed that this should form a topic for discussion at future meetings and create a high level issue.

## 4. Any Other Business

### 4.1 Withdrawn Modification 0379 - Provision for an AQ Review Audit

BF confirmed that Modification 0379 had been withdrawn by British Gas and was not going to be discussed during the Workgroup. It was confirmed that the proposer was considering their options for addressing this issue in future.

### 4.2 Modifications 0395 / 0398

AW advised that Ofgem had written to the industry advising of a minded to implement for Modification 0395 and to reject Modification 0398 and that they have requested responses to the letter by 25 January 2013.

CW advised that should Modification 0395 be directed for implementation, a significant amount of preparation work would be required ahead of implementation and that this would need to be discussed in an appropriate forum.

## 5. 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 on:

Monday 07 January 2013, at 10:30, 31 Homer Road, Solihull B91 3LT

Thursday 24 January 2013, at 10:30, 31 Homer Road, Solihull B91 3LT

Monday 04 February 2013, at 10:30, 31 Homer Road, Solihull B91 3LT

Thursday 28 February 2013, at 10:15 ENA, 52 Horseferry Road, London SW1P 2AF

Thursday 28 March 2013, at 10:15 ENA, 52 Horseferry Road, London SW1P 2AF

### Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
<b>Dis0902</b>	27/09/12	1.2	Transporters to indicate the appropriate communications for the transfer of assets between Transporters.	Transporters	<b>Closed</b>
<b>Dis1001a</b>	13/11/12	1.2	Ofgem to consider National Grid Distribution's response on the recent disposal of assets against Standard Condition 29 and provide a view on any improvements that could be made to direction given by the Authority.	Ofgem	<b>Closed</b>