

UNC Distribution Workgroup Minutes
Tuesday 11 March 2014
31 Homer Road, Solihull, B91 3LT

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HCu)	Joint Office
Alison Chamberlain	(AC)	National Grid Distribution
Alex Ross-Shaw*	(ARS)	Northern Gas Networks
Andrew Margan*	(AM)	British Gas
Chris Warner	(CW)	National Grid Distribution
David Addison	(DA)	Xoserve
Dave Mitchell*	(DM)	Scotia Gas Networks
Ed Hunter	(EH)	RWE npower
Hilary Chapman	(HCh)	Xoserve
Huw Comerford	(HCo)	utilita
Lorna Lewin	(LL)	DONG Energy
Marie Clark*	(MC)	Scottish Power
Mark Jones	(MJ)	SSE
Steve Mulinganie	(SM)	Gazprom

* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/dist/110314>

1. Introduction and Status Review

1.1. Minutes

Minutes of previous meetings were approved.

1.2. Actions

0201: ISS063 - Xoserve (DA) to look to define a set of pre-payment values that should also include identification of any 'rogue' values (i.e. values that have not been maintained correctly).

Update: Deferred until 27 March. **Carried Forward.**

2. Workgroups

The following Workgroup meetings took place:

2.1. 0474 - Inclusion of the guidelines relating to the "Customer Settlement Error Claims Process" within UNC governance

(Report to Panel 17 April 2014) – Papers at:
www.gasgovernance.co.uk/0474

2.2. 0466 – Daily Meter Reading Simplification

(Report to Panel 15 May 2014) – Papers at:
www.gasgovernance.co.uk/0466

2.3. 0472 - Restricting the number of registration attempts by a supplier

(Report to Panel 17 April 2014) – Papers at:
www.gasgovernance.co.uk/0472

2.4. 0482S – Proposed Changes to Mod 81 Reports to be effective from 01/10/13

(Report to Panel 17 April 2014) – Papers at:
www.gasgovernance.co.uk/0482

3. Issues

3.1. ISS 0052 - Transfer of Assets

Deferred until 27 March.

3.2 ISS 0063 - 0451AV: Individual Settlements For Pre-Payment & Smart Meters

Deferred until 27 March.

3.2. 0431 - Shipper/Transporter - Meter Point Portfolio Reconciliation Implementation and intended timeline

SM understood that the first report to be produced by Xoserve under Modification 0431, would be run on 01 May 2014. SM sought further information from Xoserve regarding the first non-business days in May and the impact on systems.

Xoserve agreed to provide a UK Link Communication to clarify the timeline.

The Workgroup agreed to include an agenda item under Any Other Business for 27 March.

Action 0301: Modification 0431 - Xoserve to liaise with SGN and provide a communication to clarify the implementation timeline.

3.3. New Issues

None raised.

4. Any Other Business

4.1. PARCA refresher/overview

In the absence of a National Grid NTS representative consideration was deferred until the 27 March 2014 meeting.

5. Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/Diary

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
10:30 Tuesday 11 March 2014	31 Homer Road, Solihull, B91 3LT	0474S 0466, and 0472
10:30 Monday 24 March 2014	31 Homer Road, Solihull, B91 3LT	0468
10:30 Thursday 27 March 2014	ENA, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	0445, 0469S, 0465S, 0486, 0487, 0488
10:30 Tuesday 08 April 2014	31 Homer Road, Solihull, B91 3LT	TBC
10:30 Thursday 24 April 2014	31 Homer Road, Solihull, B91 3LT	TBC
10:30 Wednesday 07 May 2014	31 Homer Road, Solihull, B91 3LT	TBC

10:30 Thursday 22 May 2014	ENA, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	TBC
-------------------------------	---	-----

Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0201	27/02/14	3.3.1	To look to define a set of pre-payment values that should also include identification of any 'rogue' values (i.e. values that have not been maintained correctly).	Xoserve (DA)	Carried Forward
0301	11/03/14	3.2	Modification 0431 - Xoserve to liaise with SGN and provide a communication to clarify the implementation timeline.	Xoserve (DA)	Pending