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**UNC Distribution Workgroup Minutes**  
**Thursday 22 August 2013**  
**ENA, 52 Horseferry Road, London SW1P 2AF**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office
Lorna Dupont (Secretary)	(LD)	Joint Office
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Andrea Varkonyi*	(AV)	First Utility
Andrew Margan	(AM)	British Gas
Andy Clasper	(AC)	National Grid Distribution
Chris Hill	(CH)	Cornwall Energy
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Addison	(DA)	Xoserve
David Corby	(DC)	National Grid NTS
David Mitchell	(DM)	Scotia Gas Networks
Edward Hunter	(EH)	RWE npower
Erika Melén	(EM)	Scotia Gas Networks
Gareth Evans	(GE)	Waters Wye
Hilary Chapman	(HCh)	Xoserve
Huw Comerford	(HW)	Utilita
Joel Martin	(JM)	Scotia Gas Networks
Jon Dixon	(JD)	Ofgem
Lorna Lewin	(LL)	DONG Energy
Marie Clark	(MC)	ScottishPower
Mark Jones	(MJ)	SSE
Steve Deery *	(SD)	Xoserve
Steve Mulinganie*	(SM)	Gazprom
Tom Chevalier	(TC)	Association of Meter Operators

*\*via teleconference*

Copies of all papers are available at: [www.gasgovernance.co.uk/Dist/220813](http://www.gasgovernance.co.uk/Dist/220813)

**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)**

No outstanding actions for review.

**2. Workgroups**

The following Workgroup meetings took place:

**2.1. 0425 – Re-establishment of Supply Meter Points – Shipperless sites**

Minutes for this meeting are at: [www.gasgovernance.co.uk/0425/220813](http://www.gasgovernance.co.uk/0425/220813)

**2.2. 0445 - Amendment to the arrangements for Daily Metered Supply Point Capacity**

Minutes for this meeting are at: [www.gasgovernance.co.uk/0445/220813](http://www.gasgovernance.co.uk/0445/220813)

**2.3. 0450 - Monthly revision of erroneous SSP AQs outside the User AQ Review Period**

Minutes for this meeting are at: [www.gasgovernance.co.uk/0450/220813](http://www.gasgovernance.co.uk/0450/220813)

**2.4. 0455S – Updating of Meter Information by the Transporter**

Minutes for this meeting are at: [www.gasgovernance.co.uk/0455/220813](http://www.gasgovernance.co.uk/0455/220813)

**2.5. 0457S – Extending the Use of the UK Link Network (Information Exchange (IX)) to Meter Asset Provider (MAP) organisations**

Minutes for this meeting are at: [www.gasgovernance.co.uk/0457/220813](http://www.gasgovernance.co.uk/0457/220813)

**2.6. 0458 – Seasonal LDZ System Capacity Rights**

Minutes for this meeting are at: [www.gasgovernance.co.uk/0458/220813](http://www.gasgovernance.co.uk/0458/220813)

**3. Issues**

**3.1 ISS 0052 – Transfer of Assets**

On hold.

**3.2 ISS 0054 – Daily Meter Reading – Mandatory Population**

CW indicated that an update would be provided at the meeting on 26 September 2013.

**3.3 New Issues**

No new issues raised.

**4 Any Other Business**

**4.1 UNC TPD Section G7.3.7 - Invoicing Read Estimation Proposal**

DA gave a short presentation outlining the background to the proposal to enable correct transportation commodity and energy reconciliation and to fulfil the requirements of UNC TPD Section G7.3.7.

Where the User has not provided a read for the Confirmation Start Date (by 10th business day after Supply Point Registration Date), Xoserve propose to estimate a read for Registration Start Date. The estimation will be based on the Meter Fix date and the AQ. This should enable transportation charges to be calculated for the pre-confirmation period and correct reconciliation for LSPs to take place, facilitating correct energy and commodity reconciliation. Accurate reconciliation of these charges will reduce the level of unidentified gas and apportion charges correctly.

To progress this proposal Xoserve needs to determine if a read at Registration Start Date can be estimated and is carrying out further analysis.

No comments had been received from the Workgroup following requests made at previous meetings, therefore Xoserve will assume that it is agreed for it to proceed on the proposed basis.

DA will confirm implementation timescales to the Workgroup when known.

#### **4.2 Modification 0431S – Shipper/Transporter – Meter Point Portfolio Reconciliation**

DM reported that a request had been received to amend this modification to increase the number of Business Days from 25 to 40 to enable a Shipper to register each MPRN. The Proposer had acceded to this request and amended the modification. Shippers found this to be extremely helpful.

It was agreed it was not a material change and could be reflected in the Workgroup Report, and that no further Workgroup meetings need be arranged.

#### **5 Diary Planning**

Distribution Workgroup meetings have been arranged to take place on the following dates:

Wednesday 04 September 2013, 10:30 at Consort House, 6 Homer Road, Solihull B91 3QQ

Thursday 26 September 2013, 10:30 at ENA, 52 Horseferry Road, London SW1P 2AF

Thursday 24 October 2013, 10:30 at Consort House, 6 Homer Road, Solihull B91 3QQ

Thursday 28 November 2013, 10:30 at ENA, 52 Horseferry Road, London SW1P 2AF

Tuesday 10 December 2013, at 10:30 at Consort House, 6 Homer Road, Solihull B91 3QQ.