

UNC Distribution Workgroup Minutes
22 January 2015
31 Homer Road, Solihull B91 3LT

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HCu)	Joint Office
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Andrew Margan*	(AM)	British Gas
Bethan Winter*	(BW)	Wales & West Utilities
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Mitchell	(DM)	Scotia Gas Networks
Gareth Evans*	(GE)	WatersWye
Hayley Burden	(HB)	National Grid NTS
Hilary Chapman	(HCh)	Xoserve
Kirandeep Samra	(KS)	Npower
Kirsten Elliott-Smith	(KES)	Cornwall Energy
Lorna Lewin	(LL)	DONG Energy
Mark Jones	(MJ)	SSE
Olivia Powis*	(OP)	Ofgem
Richard Pomroy*	(RP)	Wales & West Utilities
Rob Johnson	(RJ)	Wingas
Shiv Singh	(SS)	National Grid Distribution
Steve Mulinganie*	(SM)	Gazprom
Tim Aldridge*	(TA)	Ofgem

* *via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/dist/220115>

1. Introduction and Status Review**1.1. Minutes**

Approved

1.2. Actions

None outstanding.

1.3. Modification(s) with Ofgem

No update provided.

1.4. Pre-Modification discussions

There were no pre-modification discussions at today's meeting.

2. Workgroups

The following Workgroup meetings took place:

- 2.1. 0445 - Amendment to the arrangements for Daily Metered Supply Point Capacity**
 (Report to Panel 19 February 2015)

www.gasgovernance.co.uk/0445

- 2.2. **0466/0466A - Daily Meter Reading Simplification (with improved within day data provision)**
(Report to Panel 19 February 2015)
www.gasgovernance.co.uk/0466
- 2.3. **0522 (0479A) - Inclusion of email as a valid UNC communication**
(Report to Panel 19 March 2015)
www.gasgovernance.co.uk/0479
- 2.4. **0516 - Information provision by large Customers to aid understanding of site characteristics**
(Report to Panel 19 March 2015)
www.gasgovernance.co.uk/0516
- 2.5. **0518S - Enhancement to the Gas Safety (Installation & Use) Regulations process**
(Report to Panel 18 June 2015)
www.gasgovernance.co.uk/0518

3. Issues

3.1. New Issues

No new issues raised.

4. Any Other Business

4.1 0468 - Unique Property Reference Number (UPRN) Population by Gas Transporters.

CB confirmed that a letter had been sent to DECC requesting a view on the adoption of UPRNs. BF provided an overview of discussions that had taken place about the use of UPRNs and that Ofgem were considering the establishment of a dual fuel group to assess the merits of adopting UPRNs in both electricity and gas markets. CB confirmed her intention to contact Ofgem.

4.2 Availability of meeting dates

CB made a request for all scheduled meeting dates to be listed on the main Workgroup page at: <http://www.gasgovernance.co.uk/dist/2015> for easy access.

It was clarified that all dates are currently listed in the minutes and a search and download function is available via: www.gasgovernance.co.uk/Diary. This allows users to search and list meetings, for a stated period, using key words and provides a list of dates, times and locations.

The Joint office agreed to consider the request to also list meeting dates on Workgroup pages.

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 Thursday 26 February 2015	ENA, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	0516, 0518S, 0522, and 0469 status update

10:30 Thursday 26 March 2015	31 Homer Road, Solihull, B91 3LT	
10:30 Thursday 23 April 2015	ENA, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	
10:30 Thursday 28 May 2015	31 Homer Road, Solihull, B91 3LT	
10:30 Thursday 25 June 2015	ENA, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	
10:30 Thursday 23 July 2015	31 Homer Road, Solihull, B91 3LT	
10:30 Thursday 27 August 2015	ENA, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	
10:30 Thursday 24 September 2015	31 Homer Road, Solihull, B91 3LT	
10:30 Thursday 22 October 2015	ENA, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	
10:30 Thursday 26 November 2015	31 Homer Road, Solihull, B91 3LT	
10:30 Tuesday 22 December 2015	ENA, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	

Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0445 1201	12/12/14	4.1	CW to provide information on the effects of releasing sterilised capacity and the associated impacts on costs and to create a list of suggested generic questions to be circulated to customers.	National Grid Distribution (CW)	Transferred to WG 0445 - Complete