

**UNC Distribution Workgroup Minutes**  
**24 July 2014**  
**at 31 Homer Road, Solihull B91 3LT**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office
Lorna Dupont (Secretary)	(LD)	Joint Office
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Amie Charalambous	(AC)	RWE npower
Andrew Margan*	(AM)	British Gas
Anne Jackson*	(AJ)	SSE
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
Darren Lond	(DL)	National Grid NTS
David Addison	(DA)	Xoserve
Dave Mitchell	(DM)	Scotia Gas Networks
Gareth Evans	(GE)	Waters Wye Associates
Huw Comerford	(HC)	Utilita
Ian Hollington	(IH)	Joint Office
Kirsten Elliott-Smith	(KES)	Cornwall Energy
Lorna Lewin	(LL)	DONG Energy
Rob Johnson	(RJ)	Wingas
Steve Mulinganie	(SM)	Gazprom

\* *via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/dist/240714>

**1. Introduction and Status Review**

**1.1. Minutes**

The minutes of the previous meeting were approved.

**1.2. Actions**

**0602:** Xoserve (DA) to provide a selection of options for the future management of MPRN and Network related information where transfer of assets are concerned for all parties to consider in due course.

**Update:** DA advised that work is ongoing. **Carried forward**

### 1.3. Modifications with Ofgem

None outstanding.

### 1.4. Pre-Modification discussions

No business to consider.

### 1.5. Status Update

#### 1.5.1. 0468 - Unique Property Reference Number (UPRN) Population by Gas Transporters

CB explained that a new contact within DECC still needs to be established. A further update is anticipated at the September meeting.

## 2. Workgroups

The following Workgroup meetings took place:

#### 2.1. 0466 0466A - Daily Meter Reading Simplification (with improved within day data provision)

(Report to Panel 16 October 2014) – Papers at:  
[www.gasgovernance.co.uk/0466](http://www.gasgovernance.co.uk/0466)

#### 2.2. 0469S - Transporter Gas Safety Visit Reporting

(Report to Panel 20 November 2014) – Papers at:  
[www.gasgovernance.co.uk/0469](http://www.gasgovernance.co.uk/0469)

#### 2.3. 0479S – Inclusion of email as a valid UNC communication

(Report to Panel 18 September 2014) – Papers at:  
[www.gasgovernance.co.uk/0479](http://www.gasgovernance.co.uk/0479)

#### 2.4. 0487S - Introduction of Advanced Meter Indicator and Advanced Meter Reader (AMR) Service Provider Identifier

(Report to Panel 21 August 2014) – Papers at:  
[www.gasgovernance.co.uk/0487](http://www.gasgovernance.co.uk/0487)

#### 2.5. 0497 - Introduction of Annual update to the AQ values within the CSEP NExA table

(Report to Panel 18 September 2014) – Papers at:  
[www.gasgovernance.co.uk/0497](http://www.gasgovernance.co.uk/0497)

#### 2.6. 0507 – Changing The Effective Date of 0451AV

(Report to Panel 21 August 2014) – Papers at:  
[www.gasgovernance.co.uk/0507](http://www.gasgovernance.co.uk/0507)

## 3. Issues

### 3.1. ISS 0052 - Transfer of Assets

See Action 0602, at 1.2 above. Deferred until next meeting.

### 3.2. New Issues

#### 3.2.1 How to deal with the backfilling of 0451AV

DA advised that he was putting a proposal together for discussion at UK Link Committee. It was suggested this was also an issue to be considered by the

Distribution Workgroup, with a priority rating of Medium and any party with concerns or questions was encouraged to contact DA.

#### 4. Any Other Business

None.

#### 5. Diary Planning

Further details of planned meetings are available at: [www.gasgovernance.co.uk/Diary](http://www.gasgovernance.co.uk/Diary)

Workgroup meetings will take place as follows:

Time/Date	Venue	Workgroup Programme
10:30 Friday 15 August 2014	31 Homer Road, Solihull, B91 3LT	0487S, 0479S, 0497 and 0507.
10:30 Thursday 28 August 2014	31 Homer Road, Solihull, B91 3LT	0466/0466A and 0469S
10:30 Thursday 25 September 2014	31 Homer Road, Solihull, B91 3LT	0470

#### Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0602	26/06/14	3.1	To provide a selection of options for the future management of MPRN and Network related information where transfer of assets are concerned for all parties to consider in due course.	Xoserve (DA)	Carried forward