

**UNC Workgroup 0734S Minutes**  
**Reporting Valid Confirmed Theft of Gas into Central Systems**  
**Thursday 27 May 2021**  
**via Microsoft Teams**

<b>Attendees</b>		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Rebecca Hailes	(RHa)	Joint Office ( <i>Observer</i> )
Andy Clasper	(AC)	Cadent
Claire Manning	(CM)	E.ON Energy
Dan Simons	(DS)	Gemserv
Dave Mitchell	(DMi)	SGN
David Addison	(DA)	Xoserve
David Morley	(DMo)	Ovo Energy
Ellie Rogers	(ER)	Xoserve
Fraser Mathieson	(FM)	SPAA/Electralink ( <i>0734S Workgroup only</i> )
Guv Dosanjh	(GD)	Cadent
Kate Lancaster	(KL)	Xoserve
Mark Jones	(MJ)	SSE
Oorlagh Chapman	(OC)	Centrica
Rhys Kealley	(RK)	Centrica
Richard Pomroy	(RP)	Wales & West Utilities
Rowan Hazell	(RHZ)	Cornwall Insight
Steve Mulinganie	(SM)	Gazprom Energy

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0734/270521>

The Workgroup Report is due to be presented at the UNC Modification Panel by 19 August 2021.

## 1.0 Introduction

Alan Raper (AR) welcomed all to the meeting.

### 1.1. Approval of Minutes

The minutes from 22 April 2021 were approved.

### 1.2. Approval of Late Papers

No late papers recorded.

### 1.3. Review of Outstanding Actions

**Action 0202:** DM to request that their lawyer have a provisional look at legal text to see how the new BR could apply to a consumption adjustment when no actual meter readings are available.

**Update:** DM confirmed there is no update to provide as the modification is not yet finalised. SM disputed this point and clarified the business rules are finalised but accepted it is not yet the right time for the Legal Text to be produced. **Carried Forward**

## 2.0 Consideration of amended Modification

Fraser Mathieson (FM) was invited to walk through the amendments made to the draft amended modification (v4.1 dated 20 May 2021):

### Title

Title changed to incorporate the reporting of suspected theft to Suppliers.

### Purpose of Modification:

The purpose of the modification remains the same.

### Business Rules:

Minor amendments to provide further clarification to the Business Rules have been applied.

FM noted that key to the progression of the modification are the theft consumption volumes that are entered into the Settlement process, he highlighted that Xoserve could apply zero increment readings, and noted this could be an option to consider in order of the modification to progress. FM went on to note that circa 50-60% of confirmed theft cases will have meter readings available.

Withdrawal: FM advised that a confirmed theft where the Supplier ID is no longer valid that this would lead to a cancellation, although noted there are very limited number of instances of this scenario being recorded. In terms of context, SM advised of the 1200 to 1500 files that are being submitted less than 20 files are being withdrawn.

It was clarified that Suppliers are satisfied with zero-increment readings being used in the process.

DA advised that he would benefit from making sure the examples being provided are fully understood and that solution validation of applying the zero incrementing readings is required.

For the avoidance of doubt, SM suggested that if no read has been provided, Xoserve should apply a zero-incrementing reading.

FM noted that CDSP have a flag that tells them when there is a consumption to be included in settlement or not and asked if CDSP could check the meter read submission to see if there was an associated theft or a meter asset change.

SM highlighted this would operate as an exceptions process and that in the absence of a meter reading being provided, Xoserve should use a zero-increment reading.

To come to an understanding on the set of rules and solutions where meter readings can be provided and where zero-incremental readings will be used, there followed a lengthy discussion between Xoserve, SPAA and the Proposer where it was agreed, for the progression of the modification, an offline meeting would be held to resolve outstanding issues and ensure that SPAA and UNC processes align to ensure the resulting solution is efficient in the way that it deals with information flowing between codes. It is hoped that the outcome of these discussions can be shared and reviewed at Workgroup in June 2021.

**New Action 0501:** DA and FM and SM to agree a set of rules and solutions where meter readings can be provided and where zero incremental readings will be used.

DMi highlighted that Business Rule 5 uses the wording “consumption adjustment” and that this needs to consistent throughout the modification.

### 3.0 Issues and Questions from Panel

#### 3.1. Workgroup to consider any potential cross-Code impacts and implementation timelines.

It was confirmed this is referenced in the amended modification.

### 4.0 Review of Business Rules

The review of the Business Rules was carried out as part of the review of the amendments made to the draft amended modification.

### 5.0 Consideration of Draft Legal Text

Legal text has not yet been provided. It was confirmed by the legal text provider, SGN, that once the Business Rules have been finalised, the legal text would be provided.

### 6.0 Development of Workgroup Report

AR confirmed that the review of the Workgroup Report could commence when the modification is finalised.

### 7.0 Next Steps

AR advised that once a solution where meter readings and zero incremental readings is finalised, Workgroup should then be able to progress the modification through to Workgroup Report stage and Legal Text can be requested.

### 8.0 Any Other Business

None.

### 9.0 Diary Planning

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

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
Thursday 10:00 24 June 2021	Teleconference	Workgroup standard Agenda Review of Legal Text Development of Workgroup Report
Thursday 10:00 22 July 2021	Teleconference	Workgroup standard Agenda Final Review of Legal Text Completion of Workgroup Report

<b>Action Table (as of 27 May 2021)</b>						
<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Reporting Month</b>	<b>Owner</b>	<b>Status Update</b>
<b>0202</b>	25/02/21	2.0 (BR5)	DM to request that their lawyer have a provisional look at legal text to see how the new BR could apply to a consumption adjustment when no actual meter readings are available.	<b>March April June 2021</b>	SGN (DM)	<b>Carried Forward</b>
<b>0501</b>	27/05/21	2.0	DA and FM and SM to agree a set of rules and solutions where meter readings can be provided and where zero incremental readings will be used.	<b>June 2021</b>	Proposer (SM) SPAA (FM) Xoserve (DA)	<b>Pending</b>