

**UNC Workgroup 0520 Minutes  
Performance Assurance Reporting**

**10.30 Tuesday 16 June 2015**

**at Energy Networks Association, 52 Horseferry Road, London  
SW1P 2AF**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office
Mike Berrisford (Secretary)	(MB)	Joint Office
Andy Clasper	(AC)	National Grid Distribution
Andy Miller	(AM)	Xoserve
Angela Love	(AL)	ScottishPower
David Mitchell	(DM)	Scotia Gas Networks
Douglas Alexander	(DA)	Elexon
Edward Hunter*	(EH)	RWE npower
Emma Lyndon	(EL)	Xoserve
Jonathan Kiddle	(JK)	EDF Energy
Lorna Lewin	(LL)	DONG Energy
Mark Jones	(MJ)	SSE
Rachel Hinsley	(RH)	Xoserve
Richard Pomroy*	(RP)	Wales & West Utilities

\* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0520/160615>

The Workgroup Report is due to be presented at the UNC Modification Panel by 20 August 2015.

**1.0 Review of Minutes and Actions**

**1.1. Minutes**

The minutes of the previous meeting were approved.

**1.2. Actions**

**0520 0303:** British Gas (AMa) to invite one of his Settlement colleagues to the next Workgroup meeting to provide a view as to why these reports are required.

**Update:** In the absence of the proposer, the Workgroup agreed to defer this action to the next meeting. **Carried Forward**

**2.0 Development of Workgroup Report**

**2.1. Amended Modification**

In the absence of and with no update from, the proposer, it was agreed to defer consideration of this item.

**2.2. Consideration of Business Rules / Documentation**

In the absence of and with no update from, the proposer, it was agreed to defer consideration of this item.

**2.3. Consideration of Legal Text**

In the absence of and with no update from, the proposer, it was agreed to defer consideration of this item.

### 3.0 Next Steps

BF advised that he would chase an update from the proposer in due course.

### 4.0 Diary Planning

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

Workgroup meetings are scheduled to take place as follows:

Time/Date	Venue	Workgroup Programme
10:30 Tuesday 14 July 2015	<i>to be confirmed</i>	Standard Workgroup agenda plus: Consideration of amended modification Consideration of Business Rules / Documentation Consideration of Legal Text Development of Workgroup Report
10:30 Tuesday 25 August 2015	Elexon ( <i>Orange Room - Note: Maximum capacity 30 persons</i> )	<i>To be confirmed.</i>

### Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0520 0303	24/03/15	2.3	To invite one of his Settlement colleagues to the next Workgroup meeting to provide a view as to why these reports are required.	British Gas (AMa)	<b>Carried Forward</b>