

**UNC Workgroup 0431S Minutes  
Shipper/Transporter - Meter Point Portfolio Reconciliation  
Wednesday 10 October 2012  
31 Homer Road, Solihull, B91 3LT**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office of Gas Transporters
Helen Cuin (Secretary)	(HC)	Joint Office of Gas Transporters
Alex Ross	(ARo)	Northern Gas Networks
Anne Jackson	(AJ)	SSE
Andrew Wallace	(AW)	Ofgem
Andrew Margan	(AM)	British Gas
Chris Warner	(CW)	National Grid Distribution
Collette Baldwin	(CB)	E.ON UK
Darren Lond	(DL)	National Grid Transmission
David Addison	(DA)	Xoserve
David Mitchell	(DM)	Scotia Gas Networks
Brendan Murphy	(BM)	Waterswye
Lorna Lewin	(LL)	DONG
Marie Clark	(MC)	Scottish Power
Naomi Anderson	(NA)	EDF Energy

Copies of all papers are available at: [www.gasgovernance.co.uk/0431/050912](http://www.gasgovernance.co.uk/0431/050912)

Workgroup Report is due to the UNC Modification Panel on 20 December 2012.

**1.0 Review of Minutes and Actions from previous meeting**

**1.1. Minutes**

The minutes of the previous meeting were accepted.

**1.2. Actions**

No outstanding actions to review.

**2.0 Discussion**

DM summarised the outcome of the last meeting. He understood at this early stage the information required may be obtained without the need for a modification. He confirmed that consideration is currently being undertaken on how to obtain the information. He envisaged the Transporters writing to Suppliers to ask if they could provide a supplier portfolio to assist with a date reconciliation exercise. It was hoped such reconciliation would be able to identify sites that could be registered to reduce the number of unregistered sites.

AW explained that there is an obligation for suppliers to provide information in support of operating the gas industry within the Licence Condition 17.1 and 17.2. He provided a quote from the Licence Condition in relation to reasonable requests for the supply of data in support of licence obligations or the maintenance of the pipeline system.

Shippers asked for an early indication of any information gathering exercise to plan resources.

DM confirmed he would provide an update on the considerations being undertaken at future Workgroup meetings, with a view to reviewing the modification if the information cannot be sourced through other means.

It was deemed not necessary to plan any further meetings at this stage.

**3.0 Any Other Business**

None.

**4.0 Diary Planning**

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

No further meetings were planned.

**Action Table**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update