

**UNC Workgroup 0522 Minutes
Inclusion of email as a valid UNC Communication
Thursday 25 June 2015
via teleconference**

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Mike Berrisford (Secretary)	(MB)	Joint Office
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Andy Clasper	(AC)	National Grid Distribution
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Addison	(DA)	Xoserve
David Mitchell	(DM)	Scotia Gas Networks
Hilary Chapman	(HC)	Xoserve
Kirandeep Samra	(KS)	Npower
Kirsten Elliott-Smith	(KES)	Cornwall Energy
Mark Jones	(MJ)	SSE
Mark Lyndon	(ML)	National Grid NTS
Naomi Nathanael	(NN)	Plus Shipping
Richard Pomroy	(RP)	Wales & West Utilities
Steve Mullinganie	(SM)	Gazprom

** via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0522/250615>

The Workgroup Report is due to be presented at the UNC Modification Panel by 15 October 2015.

1.0 Review of Minutes and Actions

1.1 Minutes

The minutes of the previous meeting were accepted.

1.2 Actions

0401: E.ON (CB) & Xoserve (HC) to examine the modification as it currently stands and to look to develop and refine the modification especially the technical requirements aspects in light of delivery ability.

Update: BF pointed out that a (draft) amended modification for discussion purposes only, had been submitted for consideration at today's meeting. **Closed**

0402: Xoserve (HC) to investigate whether or not Xoserve has a 'Facsimile Users Register' relating to users and fax specific communications.

Update: HC confirmed that Xoserve does in fact have a 'Facsimile Users Register', although she very much doubts that it would be suitable for the purposes of 0522. **Closed**

2.0 Workgroup Discussion

2.1. Consideration of amended Modification (governance arrangements)

CB provided a brief overview of the latest amendments made to the (draft) modification (version 2.0, dated 06 November 2014) during which she focused attention on the change marked text.

When asked, CB indicated that she would discuss the legal text provision in more detail with ARS (please see item 2.3 below) and Xoserve before looking to formally submit a formal amendment to the modification.

2.2. Consideration of Self-Governance Status

In light of discussions under item 2.1 above, further consideration was deferred at this time.

2.3. Consideration of Legal Text

BF suggested that CB and ARS (as Northern Gas Networks are the provider of the legal text for the modification) should discuss (offline) whether or not the proposed amendments could be accommodated within the legal text.

2.4. Development of Workgroup Report

In light of discussions under item 2.1 above, further consideration was deferred at this time.

3.0 Next Steps

It was agreed to await provision of an amended modification before continuing development of the Workgroup Report at the next meeting.

4.0 Any Other Business

None.

5.0 Diary Planning for Review Group

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 23 July 2015	31 Homer Road, Solihull, B91 3LT	Standard Workgroup considerations plus: Consideration of amended modification Consideration of (draft) legal text Consideration of cost estimate Consideration of the Workgroup Report

Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0401	23/04/15	2.	To examine the modification as it currently stands and to look to develop and refine the modification especially the technical requirements aspects in light of delivery ability.	E.ON (CB) & Xoserve (HC)	Closed
0402	23/04/15	2.	To investigate whether or not Xoserve has a 'Facsimile Users Register' relating to users and fax specific communications.	Xoserve (HC)	Closed