

**UNC Workgroup 0652 Minutes
Introduction of winter read/consumption reports and associated
obligations**

Tuesday 22 January 2019

at Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Karen Visgarda (Secretary)	(KV)	Joint Office
Alexander Mann*	(AM)	Gazprom
Andy Clasper	(AC)	Cadent
Carl Whitehouse*	(CWh)	First Utility
Emma Smith	(ESm)	Xoserve
Fiona Cottam	(FC)	Xoserve
John Welch	(JW)	npower
Kirsty Dudley*	(KD)	E.ON
Leanne Jackson	(LJ)	Xoserve
Lorna Lewin*	(LL)	Orsted
Louise Hellyer	(LH)	Total Gas & Power
Luke Reeves*	(LR)	EDF Energy
Mark Bellman	(MB)	ScottishPower
Mark Jones *	(MJ)	SSE
Mark Palmer*	(MP)	Orsted
Sallyann Blackett	(SB)	E.ON
Shaneeni Vekaria	(SV)	Utility Warehouse
Steven Britton*	(SB)	Cornwall
Tracey Saunders	(TS)	Northern Gas Networks

* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0652/070119>

The Workgroup Report is due to be presented at the UNC Modification Panel by 21 February 2019.

1. Introduction and Status Review

1.1. Approval of Minutes (07 January 2018)

The minutes from the previous meeting were approved.

2. Review of Solution and Legal Text (5.9.17)

Bob Fletcher (BF) said that Panel had advised that the Legal Text and solution were inconsistent and had asked the questions as detailed below:

2.1 Align solution and Legal Text

Tracey Saunders (TS) confirmed the Legal Text had now been amended in-line with the solution and that the changes were in relation to the 01 October date and the minus 15 Business Days to reflect which of the gas years they were effective in, and to encompass the Scottish Holidays.

Emma Smith (ESm) proposed that the reference to the Business Days should be referred to as Supply Point System's Business Days. Sallyann Blackett (SB) and Mark Bellman (MB) both suggested the wording should read as follows: *'no later than the date in the same gas year that is 15 Supply Point System's Business Days prior to 01 October.'*

The Workgroup were all in agreement to this altered wording to the Legal Text and the modification solution. Both TS and John Welch (JW) confirmed they would make the necessary amendments to both documents.

2.2 Clarify applicable dates and calendar year

Please refer to comments above in 2.1.

3. Completion of Workgroup Report

BF asked the Workgroup if they would be happy to have the amended Workgroup Report submitted to Panel once the alterations had been completed, without a further Workgroup meeting and all were in agreement.

JW and TS agreed to amend the solution and the Legal Text accordingly to include the wording Supply Point System's Business Days in relation to the 01 October.

The Workgroup Report will then be submitted to the February Panel.

4. Next Steps

BF confirmed the modification would be submitted to Panel on 21 February 2019.

5. Any Other Business

None.

6. Diary Planning

No further meetings planned.