

**UNC Workgroup 0672 Minutes  
Target, Measure & Report Product Class 4 Read Performance**

**Tuesday 21 January 2020**

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

**Attendees**

Rebecca Hailes (Chair)	(RH)	Joint Office
Karen Visgarda (Secretary)	(KV)	Joint Office
Andy Clasper	(AC)	Cadent
Carl Whitehouse*	(CW)	Shell Energy Retail
David Mitchell	(DM)	SGN
Derek Clark*	(DC)	Contract Natural Gas
Fiona Cottam	(FC)	Xoserve
James Rigby	(JR)	Xoserve
Kirsty Dudley*	(KD)	E.ON
Liam King*	(LK)	Ofgem
Lorna Lewin*	(LL)	Orsted
Mark Jones	(MJ)	SSE
Mark Palmer*	(MP)	Orsted
Rhys Kealley	(RK)	British Gas
Rob Johnson*	(RJ)	Waters Wye Associates
Steven Britton*	(SB)	Cornwall Insight
Tracey Saunders	(TS)	Northern Gas Networks

\*via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0672/210120>

The Workgroup Report is due to be presented at the UNC Modification Panel by 16 April 2020.

**1. Introduction and Status Review**

*Rebecca Hailes (RH) Chair confirmed the Workgroup meeting had been deferred with agreement from the Proposer, who had sent their apologies. Therefore, no updates were recorded.*

*The next meeting is on 25 February 2020.*

**Action Table (as at 12 December 2019)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1201	12/12/19	4.0	ScottishPower (SC) to add to the Cross Code Impacts within the Modification to state that solution would apply to the IGT sites.	ScottishPower (SC)	Pending
1202	12/12/19	5.0	ScottishPower (SC) to develop a description of how and when the	ScottishPower (SC)	Pending

			PAC will set the targets to include the communication process and notice period to the Industry.		
<b>1203</b>	12/12/19	5.0	ScottishPower (SC) to reference within Section 3 of the Modification as to where the PARR Reports are located presently to aid understanding and clarity.	ScottishPower (SC)	<b>Pending</b>
<b>1204</b>	12/12/19	5.0	Joint Office (RH) to request an extension until March 2020 at the December Panel.	Joint Office (RH)	<b>Pending</b>