

**UNC 0594R Workgroup Minutes
Meter Reading Submission for Advanced & Smart Metering
Thursday 22 June 2017
at Elexon, 350 Euston Road, London NW1 3AW**

Attendees

Andrew Margan	(AM)	British Gas
Andy Clasper	(ACI)	Cadent
Andy Smith*	(AS)	British Gas
Angela Love	(AL)	ScottishPower
Bob Fletcher (Chair)	(BF)	Joint Office
Carl Whitehouse*	(CW)	First Utility
Chris Warner	(CW)	Cadent
Colette Baldwin	(CB)	E.ON Energy
David Addison	(DA)	Xoserve
David Reilly	(DR)	Ofgem
Deborah Brace*	(DB)	National Grid NTS
Fraser Mathieson	(FM)	Scotia Gas Networks
Gareth Evans	(GE)	Waters Wye
Gavin Anderson*	(GA)	EDF Energy
Gethyn Howard*	(GH)	Uniper
Hilary Chapman	(HC)	Scotia Gas Networks
John Welch	(JW)	npower
Jon Dixon	(JD)	Ofgem
Karen Visgarda (Secretary)	(KV)	Joint Office
Lorna Lewin	(LL)	DONG Energy
Mark Jones	(MJ)	SSE
Rachel Hinsley	(RH)	Xoserve
Richard Pomroy	(RP)	Wales & West Utilities
Rob Johnson	(RJ)	ESP
Shanna Key	(SK)	Northern Gas Networks
Tom Andrews*	(TA)	Cornwall Energy

* via teleconference

Copies of all UNC meeting papers are available at: <http://www.gasgovernance.co.uk/0594/220617>

The UNC Workgroup Report is due to be presented at the UNC Modification Panel by 20 July 2017

1.0 Introduction and Status Review

1.1. Approval of Minutes (27 April 2017)

The minutes of the previous meeting were approved.

2.0 Consideration of Industry responses to the RFI document consultation

2.1. Review of the Draft Questions for the Request for Information – Request 0594R document

JD explained that the draft RFI questions were not yet complete, but that these were nearing completion and that the RFI Document would be sent out either on Friday 23

June or Monday 26th June 2017. He noted that there would be a four week response time from the date of issue, with the aspiration of reporting to the August Panel. He also said that this timeline would also allow sufficient time for the responses to be discussed at the next meeting on 27 July 2017. BF advised that Panel had requested a progress report for the July Panel and that this would be provided with a request for an extension to the September Panel.

JD explained that he would engage with the CMA to discuss the 01 September 2017 date, and that he was confident that all the documentation would be in order, in time for the August Panel. He stated that all responses should be sent directly 'confidentially' to him at Ofgem, in the first instance.

JD noted that no Nexus changes were envisaged and so there should not be any impact on the suggested time-lines. He said that Xoserve were going to write a 'side letter' to the CMA regarding the success of Nexus and the future proposed Daily Settlement topic for 2018. DA explained that the Daily Settlement matter would have to be further discussed with the DSC Change Committee, and the views of the CMA would also need to be considered, as to whether this was a realistic requirement. He said these areas would be aired at the meeting on 27 July 2017.

3.0 Completion of Workgroup Report

Not discussed in this meeting.

4.0 Review of Actions Outstanding

None.

5.0 AOB

None.

6.0 Next Steps

BF explained that following discussions with Ofgem he would now be seeking an extension to the Workgroup Reporting timescales at the 20 July 2017 Panel meeting and proposed that the Workgroup should aim to report to the September 2017 Panel meeting as a fall back option.

7.0 Diary Planning

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 27 July 2017	Elaxon, 350 Euston Road, London NW1 3AW	<ul style="list-style-type: none"> • Standard Agenda items • <i>Review of RFI responses</i> • <i>Review of Workgroup Report</i>