

**UNC Workgroup 0763R Minutes
Review of Gas Meter By-Pass Arrangements
Thursday 22 April 2021
via Microsoft Teams**

Attendees		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Carl Whitehouse	(CW)	Shell Energy
Chris Hooper	(CH)	E.ON Energy
Claire Manning	(CM)	E.ON Energy
Dan Simons	(DS)	Gemserv
Dave Mitchell	(DM)	SGN
David Addison	(DA)	Xoserve
Ellie Rogers	(ER)	Xoserve
Guv Dosanjh	(GD)	Cadent
Hilary Chapman	(HC)	SGN
Kate Lancaster	(KL)	Xoserve
Kirsty Dudley	(KD)	E.ON Energy
Mark Jones	(MJ)	SSE
Richard Pomroy	(RP)	Wales & West Utilities
Steve Mulinganie	(SM)	Gazprom Energy
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0763/220421>

The Workgroup Report is due to be presented at the UNC Modification Panel by 21 October 2021.

1.0 Outline of Modification

During Distribution Workgroup discussions, due to time constraints, it was agreed to defer discussion on this review until the May 2021 Workgroup meeting.

2.0 Initial Discussion

2.1. Issues and Questions from Panel

None raised.

2.2. Initial Representations

None received.

2.3. Terms of Reference

The standard UNC Request Terms of Reference will apply and is embedded within the Request.

3.0 Next Steps

AR confirmed Workgroup discussions will commence from May 2021.

4.0 Any Other Business

None.

5.0 Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/events-calendar/month

Workgroup meetings will take place as follows:

Time / Date	Venue	Programme
10:00 Thursday 27 May 2021	Microsoft Teams	Detail planned agenda items