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**UNC Workgroup 0576 Minutes**  
**Generation of an estimated Meter Reading at the Code Cut Off**  
**Date in the absence of an actual Meter Reading**  
**Monday 06 June 2016**  
**Consort House, 6 Homer Road, Solihull, B91 3QQ**

**Attendees**

|                        |       |                            |
|------------------------|-------|----------------------------|
| Bob Fletcher (Chair)   | (BF)  | Joint Office               |
| Helen Cuin (Secretary) | (HCu) | Joint Office               |
| Andy Clasper           | (AC)  | National Grid Distribution |
| David Addison          | (DA)  | Xoserve                    |
| Edd Hunter             | (EH)  | RWE npower                 |
| Emma Lyndon            | (EL)  | Xoserve                    |
| Mark Jones             | (MJ)  | SSE                        |
| Michele Downes         | (MD)  | Xoserve                    |
| Mike Fensome           | (MF)  | RWE npower                 |
| Naomi Nathanael*       | (NN)  | Utility Warehouse          |
| Phil Lucas             | (PL)  | National Grid NTS          |
| Steve Mulinganie*      | (SMu) | Gazprom                    |
| Sue Cropper            | (SC)  | British Gas                |
| Tara Gill*             | (TG)  | EDF Energy                 |

\*via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0576/060616>

The Workgroup Report is due to be presented at the UNC Modification Panel by 16 June 2016.

**1.0 Introduction and Status Review**

**1.1. Approval of Minutes (10 May 2016)**

The minutes of the previous meeting were approved.

**2.0 Amended Modification**

AC confirmed an amended modification with Legal Text was provided on the 13 May 2016.

SC enquired about the notification of reads. DA confirmed that a formal UK Link Change Pack would be issued to confirm the arrangements and allow parties to respond with any concerns.

**3.0 Consideration of Legal Text and commentary**

DA provided a brief overview of the legal text. He explained that at 'the line in the sand calculation date' Xoserve would interrogate systems to ascertain if there is a reading within the T-7 to T-6 period and insert a reading at T-3 for transition. He also explained similar arrangements would be undertaken for the enduring solution at T-6.

**4.0 Conclusion of Workgroup Report**

The Workgroup considered and concluded the Workgroup Report.

**5.0 Next Steps**

The Workgroup Report will be submitted to the June UNC Panel.

**6.0 Any Other Business**

None.

**7.0 Diary Planning**

*Further details of planned meetings are available at: [www.gasgovernance.co.uk/Diary](http://www.gasgovernance.co.uk/Diary)*

No further meetings planned.