

**UNC Workgroup 0570 Minutes**  
**Obligation on Shippers to provide at least one valid meter reading**  
**per meter point into settlement once per annum**  
**Thursday 28 July 2016**  
**at Consort House, 6 Homer Road, Solihull. B91 3QQ**

**Attendees**

Andrew Margan*	(AM)	British Gas
Andy Miller	(AM)	Xoserve
Angela Love*	(AL)	ScottishPower
Bob Fletcher (Chair)	(BF)	Joint Office
Colette Baldwin	(CB)	E.ON UK
David Mitchell	(DM)	Scotia Gas Networks
Fraser Mathieson	(FM)	Scotia Gas Networks
Gareth Evans	(GE)	Waters Wye Associates
Gavin Anderson*	(GA)	EDF Energy
Joanna Ferguson	(JF)	Northern Gas Networks
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
Sean Hayward	(SH)	Ofgem
Shanna Key	(SK)	Northern Gas Networks
Steve Britton*	(SB)	Cornwall Energy
Steve Mullinganie	(SM)	Gazprom
Tahera Choudhury	(TC)	Xoserve

\* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0570/230616>

The Workgroup Report is due to be presented at the UNC Modification Panel by 17 November 2016.

**1.0 Introduction and Status Review****1.1. Review of Minutes (23 June 2016)**

The minutes of the previous meeting were approved.

**2.0 Consideration of Amended Modification**

AL apologised for the lateness of the amended modification, explaining she had been awaiting the publication of the CMA Report before considering amending the modification to ensure it aligned to any objectives set out in the report. She explained she had now also added the PAC rules into the modification so that the PAC would assess meter read submissions over a period of time and take steps if required. AL said she was going to discuss this further with Ofgem. SH offered JD's comments on this matter and that they would support a modification that puts in place a process in the UNC rather than drive a requirement through licence changes – the industry would be seen to be putting in place measures on a pro active basis. SMu asked if it might be necessary to raise another

modification to address the risks from the CMA direct, and not linked to PAC? AL said that it would need to be a totally separate modification and would stand alone, which might mean it could go through the process quicker. SMu wanted to see measures adopted through a modification rather than requiring licence changes.

### 3.0 Workgroup Report

#### 3.1. Consideration of Business Rules

Consideration deferred.

#### 3.2. Review of Impacts and Costs

Consideration deferred.

#### 3.3. Development of Workgroup Report

Consideration deferred.

### 4.0 Review of Outstanding Actions

There are no outstanding actions to consider at this meeting.

### 5.0 Next Steps

BF confirmed that the modification would be further discussed in the meeting on 25 August 2016.

### 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)

Workgroup meetings will take place as follows:

Time/Date	Venue	Workgroup Programme
10:30 Thursday 25 August 2016	Elexon, 4 <sup>th</sup> Floor, 350 Euston Road, London NW1 3AW	<ul style="list-style-type: none"> <li>• Standard Agenda items plus</li> <li>• Consideration of Business Rules</li> <li>• Review of Impacts and Costs</li> <li>• Completion of Workgroup Report</li> </ul>