

**UNC Workgroup 0379 Minutes
Provision for an AQ Review Audit
Thursday 23 February 2012
Elexon, 350 Euston Road, London NW1 3AW**

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Tim Davis (Secretary)	(TD)	Joint Office
Alan Raper	(AR)	National Grid Distribution
Alex Ross	(ARo)	Northern Gas Networks
Alison Jennings	(AJ)	Xoserve
Andrew Margan	(AM)	British Gas
Anne Jackson	(AJa)	SSE
Brian Durber	(BD)	E.ON UK
Chris Warner	(CW)	National Grid Distribution
David Mitchell	(DM)	Scotia Gas Networks
Edward Hunter	(EH)	RWE npower
Elaine Carr	(EC)	ScottishPower
Gareth Evans	(GE)	Waterswye
Lorna Lewin	(LL)	Shell
Marie Clarke	(MC)	Scottish Power
Rob Cameron-Higgs*	(RCH)	Wales & West Utilities
Steve Mulinganie	(SM)	Gazprom
Tabish Khan	(TK)	Ofgem

* by *teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0379/230212>

1. Review of Minutes and Actions**1.1 Minutes**

The minutes of the previous meeting were accepted.

1.2 Actions

1201: Wales & West Utilities to provide 0379 and 0379A Legal Text for consideration on 22 December 2011.

Update: It was highlighted that the business rules need to be provided to enable the production of text. RCH suggested the time needed to produce text after this was hard to predict and dependent on the level of detail in the business rules. MC and AM anticipated providing business rules by 9 March. **Carried Forward.**

2. Workgroup Report

BF emphasised that, to complete the Report, Business Rules are needed for consideration, along with the legal text. AM said business rules had been circulated internally, and British Gas are meeting with Xoserve to discuss some issues. Workgroup discussions can follow once this process has been completed.

MC said draft rules had similarly been circulated internally and that analysis in support of the modification was being developed. She also hoped to have an opportunity to

explain the analysis to Ofgem prior to providing the Workgroup with a presentation.

3. Any Other Business

None raised.

4. Diary Planning for Workgroup

Further details of planned meetings are available at: www.gasgovernance.co.uk/Diary

The next meeting of the Workgroup will take place within the Distribution Workgroup on Thursday 22 March 2012, at Elexon, 350 Euston Road, London NW1 3AW. BF indicated that an additional meeting is likely to be needed in order to finalise the Workgroup Report, including assessment of the legal text.

Workgroup 0379 – Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1201	05/12/11	2.0	Wales & West Utilities to provide 0379 and 0379A Legal Text for consideration on 22 December 2011.	Wales & West Utilities (ST)	Carried Forward