

**UNC Workgroup 0431S Minutes  
Shipper/Transporter – Meter Point Portfolio Reconciliation  
Wednesday 09 October 2013  
Consort House, 6 Homer Road, Solihull B91 3QQ**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HCu)	Joint Office
Alex Ross-Shaw*	(ARS)	Northern Gas Networks
Andrew Margan	(AM)	British Gas
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Addison	(DA)	Xoserve
David Mitchell	(DM)	Scotia Gas Networks
Edward Hunter	(EH)	RWE npower
Hilary Chapman	(HCh)	Xoserve
Huw Comerford	(HCo)	Utilita
Kirsten Elliott-Smith	(KES)	Cornwall Energy
Lorna Lewin	(LL)	DONG Energy
Mark Jones	(MJ)	SSE
Steve Mulinganie	(SM)	Gazprom

*\*via teleconference*

Copies of all papers are available at: [www.gasgovernance.co.uk/0431/091013](http://www.gasgovernance.co.uk/0431/091013)

The Workgroup Report is due to the UNC Modification Panel on 19 December 2013.

**1.0 Review of Minutes and Actions from previous meeting**

**1.1. Minutes**

The minutes of the previous meeting were accepted.

**1.2. Actions**

No outstanding actions for review.

**2.0 Workgroup Report**

BF explained that following Panel consideration the Self-Governance status had been withdrawn and the modification returned to Workgroup, for further assessment. DM confirmed that the business rules and legal text were recently amended following comments received at Panel.

The Workgroup assessed the text as follows:

Paragraph 2.12.1 and whether the reference to supplier should actually refer to the relevant supplier.

Paragraph 2.12.3 and whether the February 2014 could be achieved. An alternate date was considered, May 2014 was considered a more suitable date for this gas year. The Workgroup recognised that a change from February to May would also impact the Workgroup's implementation plan and this would need to be reviewed. DM agreed to consider this change to the text.

Paragraph 2.12.7 and the use of the term reconcile and whether in reality the action is to simply compare the Users Supply Portfolios.

Paragraph 2.13.1 again considered the use of the term relevant Supplier, it was understood it referred to the relevance of the report to the User.

Paragraph 2.13.4 (d) and the requirement for further clarification where two suppliers appear to own the site.

Paragraph 2.13.4 (a) and (b) should be cross-referenced.

Paragraph 2.13.14 rewording and clarity.

**Action 0901: Xoserve to provide the Workgroup with the UK Link defined rules to provide clarity around the provision and content of Reconciliation Reports.**

*Next Steps*

The modification business rules and text are to be amended for further consideration.

### 3.0 Any Other Business

None raised.

### 4.0 Diary Planning

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

The next meeting will take place within the business proceedings of the Distribution Workgroup on:

Thursday 24 October 2013, at Consort House, 6 Homer Road, Solihull B91 3QQ

### Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0901	09/10/13	2.0	Xoserve to provide the Workgroup with the UK Link defined rules to provide clarity around the provision and content of Reconciliation Reports.	Xoserve (DA)	<b>Pending</b>