UNC Workgroup 0455S Minutes
Updating of Meter Information by the Transporter
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
Lee Harrison	(LH)	Xoserve
Lorna Lewin	(LL)	DONG Energy
Mark Jones	(MJ)	SSE
Steve Muliganie	(SM)	Gazprom

via teleconference

Copies of all papers are available at: www.gasgovernance.co.uk/0455/091013

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

None outstanding.

2.0 Discussion

DA provided a presentation, which included the draft principles of the modification, differing scenarios with flow diagrams, triggers, timescales, data flows and suggested periods for discrepancy queries.

SM believed 20 business days for dispute resolution was too tight, it was suggested a mechanism to "stop the clock" should be considered if there was a discrepancy, to allow parties an appropriate time to investigate and respond. It was recognised there would need to be a finite period to ensure asset updates were addressed efficiently. The Workgroup agreed to consider a period, which Shippers would require to "stop the clock", and the likely period required to address any believed discrepancy and respond. The Workgroup also wanted to consider where 'stop the clock" had not been triggered the period which asset updates would ordinarily be made.

Action 0901: Workgroup to consider an appropriate period to manage asset update discrepancies and how the process would operate: (a) Shippers to indicate a realistic period for investigating meter asset queries and period required to "stop the clock"; (b) Shippers to provide a view how the "stop the clock" process could operate.

The Workgroup considered the costs and charges associated with the modification and agreed to examine these further. Xoserve agreed to provide an indication of the likely levels of charging for the next meeting.

A number of Workgroup participants were concerned that the modification was proposing charges and for this reason it should not follow Self Governance procedures.

3.0   Any Other Business

None.

4.0   Diary Planning for Review Group

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

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

Thursday 26 September 2013, at ENA, 52 Horseferry Road, London SW1P 2AF.

Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1001	09/10/13	2.0	Workgroup to consider an appropriate period to manage asset update discrepancies and how the process would operate: (a) Shippers to indicate a realistic period for investigating meter asset queries and period required to "stop the clock"; (b) Shippers to provide a view how the "stop the clock" process could operate.	All	**Pending**