

**UNC Workgroup 0570 Minutes**  
**Obligation on Shippers to provide at least one valid meter reading**  
**per meter point into settlement once per annum**  
**Thursday 26 May 2016**  
**at Consort House, 6 Homer Road, Solihull. B91 3QQ**

**Attendees**

|                            |       |                            |
|----------------------------|-------|----------------------------|
| Andy Clasper               | (AC)  | National Grid Distribution |
| Bob Fletcher (Chair)       | (BF)  | Joint Office               |
| Colette Baldwin            | (CB)  | E.ON UK                    |
| Dave Addison               | (DA)  | Xoserve                    |
| David Mitchell             | (DM)  | Scotia Gas Networks        |
| Edd Hunter                 | (EH)  | RWE npower                 |
| Fraser Mathieson           | (FM)  | Scotia Gas Networks        |
| Gareth Evans*              | (GE)  | Waters Wye Associates      |
| Jon Dixon*                 | (JO)  | Ofgem                      |
| Karen Visgarda (Secretary) | (KV)  | Joint Office               |
| Kirsten Elliott-Smith*     | (KES) | Cornwall Energy            |
| Lorna Lewin                | (LL)  | DONG Energy                |
| Mark Jones                 | (MJ)  | SSE                        |
| Naomi Nathanael            | (NN)  | Plus Shipping              |
| Phil Lucas                 | (PL)  | National Grid NTS          |
| Richard Pomroy             | (RP)  | Wales & West Utilities     |
| Steve Mullinganie          | (SM)  | Gazprom                    |
| Steve Nunnington           | (SN)  | Xoserve                    |
| Suchitra Hammond*          | (SHa) | Ofgem                      |

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0570/260516>

The Workgroup Report is due to be presented at the UNC Modification Panel by 21 July 2016.

**1.0 Introduction and Status Review**

**1.1. Review of Minutes (28 April 2016)**

*The minutes of the previous meeting will be approved at the meeting on 23 June 2016*

**2.0 Consideration of Amended Modification**

Discussion was deferred, as the proposer representative did not attend the meeting.

**3.0 Workgroup Report**

**3.1. Consideration of Business Rules**

*Deferred until 23 June 2016*

**3.2. Review of Impacts and Costs**

*Deferred until 23 June 2016*

**3.3. Development of Workgroup Report**

*Deferred until 23 June 2016*

#### 4.0 Review of Outstanding Actions

**Action 0401:** ScottishPower (AL) to consider the views / comments provided by the Workgroup with a view to amended the modification, especially aspects relating to reporting including pre and post Project Nexus requirements.

**Update:** *Deferred until 23 June 2016 Carried Forward / Closed*

#### 5.0 Next Steps

Completion of Workgroup Report at the next meeting.

#### 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<br>23 June 2016 | Elexon, 4th Floor<br>350 Euston Road, London<br>NW1 3AW | Detail planned agenda items.<br><ul style="list-style-type: none"> <li>Completion of Workgroup Report</li> </ul> |

**Action Table (26 May 2016 – Deferred until 23 June 2016)**

| Action Ref | Meeting Date | Minute Ref | Action  | Owner               | Status Update          |
|------------|--------------|------------|---|---------------------|------------------------|
| 0401       | 28/04/16     | 2.4        | To consider the views / comments provided by the Workgroup with a view to amended the modification, especially aspects relating to reporting including pre and post Project Nexus requirements. | Scottish Power (AL) | <b>Carried Forward</b> |