

**UNC Distribution Workgroup Minutes**  
**Monday 06 June 2011**  
**at 31 Homer Road, Solihull B91 3LT**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office
Tim Davis (Secretary)	(TD)	Joint Office
Cesar Coelho	(CC)	Ofgem
Chris Warner	(CW)	National Grid Distribution
Darren Lindsay	(DL)	E.ON UK
David Watson	(DW)	British Gas
Gareth Evans	(GE)	Waters Wye
Joanna Ferguson	(JF)	Northern Gas Networks
Jon Wisdom	(JW)	RWE npower
Karen Kennedy	(KK)	Scottish Power
Linda Whitcroft	(LW)	Xoserve
Lisa Harris	(LH)	Shell
Mark Jones	(MJ)	SSE
Stefan Leedham	(SL)	EDF Energy
Steve Mulinganie	(SM)	Gazprom
Sue Prosser	(SP)	Xoserve

**1. Introduction and Status Review**

**1.1. Minutes from the previous meetings**

The Minutes from the 26 May meeting were accepted.

**1.2. Review of actions from previous meetings**

**Dis0808:** ISS 0018 - Handling of Emergency Situations at Priority Customer Sites – Provide a statement of the actions/approach to be taken by Transporters when attending commercial sites that should be considered a priority.

**Action Update:** Action deferred. **Carried Forward**

**Dis0206:** ISS 0027- Clarify what images will be associated with this pilot scheme at representative/consumer interaction points.

**Action Update:** Action deferred. **Carried Forward.**

**Action Dis0409:** ISS 0027- National Grid to provide further clarity on the trial and the choice of the contracted party and reassurance of the safeguards put in place to prevent British Gas having a competition advantage.

**Action Update:** Action deferred. **Carried Forward**

**2. Modifications**

**2.1. 0335 – Offtake Metering Error – Payment Timescales**

Draft legal text and a ROM are expected to be available for discussion at the 23 June meeting. Completion of the Workgroup Report awaits these.

### **3. Workgroups**

The following Workgroup meetings took place:

#### **3.1 0378 - Greater Transparency over AQ Appeal Performance**

Documentation related to this Workgroup is published at:

[www.gasgovernance.co.uk/0378](http://www.gasgovernance.co.uk/0378)

#### **3.2 0379 0379A - Provision for an AQ Review Audit**

Documentation related to this Workgroup is published at:

[www.gasgovernance.co.uk/0379](http://www.gasgovernance.co.uk/0379)

### **4. Issues**

#### **4.1. New Issues**

None raised.

### **5. Any Other Business**

None raised.

### **6. Diary Planning**

Workgroup meetings are scheduled as follows:

Thursday 23 Jun 2011, 10:00, Elexon, 350 Euston Road, London NW1 3AW

Wednesday 06 July 2011, 10.00, 31 Homer Road, Solihull, B91 3LT

Thursday 28 Jul 2011, 10:30, 31 Homer Road, Solihull, B91 3LT

Monday 15 August 2011, 10.00, 31 Homer Road, Solihull, B91 3LT

Thursday 25 Aug 2011, 10:00, Elexon, 350 Euston Road, London NW1 3AW

Wednesday 07 September 2011, 10.00, 31 Homer Road, Solihull, B91 3LT

Thursday 22 Sep 2011, 10:00, Elexon, 350 Euston Road, London NW1 3AW

Monday 10 October 2011, 10.00, 31 Homer Road, Solihull, B91 3LT

Thursday 27 Oct 2011, 10:30, 31 Homer Road, Solihull, B91 3LT

Thursday 24 Nov 2011, 10:00, Elexon, 350 Euston Road, London NW1 3AW

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**Distribution Workgroup Action Table**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
Dis0808	26/08/10	3.1	ISS 0018, Handling of Emergency Situations at Priority Customer Sites – Provide a statement of the actions/approach to be taken by Transporters when attending commercial that should be considered a priority.	Wales & West Utilities (ST)	Carried forward
Dis0206	24/02/11	3.7.1	ISS 0027- Clarify what images will be associated with this pilot scheme at representative/consumer interaction points	National Grid Distribution (CW)	Carried forward
Dis0409	28/04/11	4.3	ISS 0027 - National Grid to provide further clarity on the trail and the choice of the contracted party and reassurance of the safeguards put in place to prevent British Gas having a competition advantage	National Grid (AR)	Carried forward