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**UNC Distribution Workgroup Minutes**  
**10:30 Monday 15 July 2013**  
**at 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                |
| Anne Jackson           | (AJ)  | SSE                        |
| 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                 |
| Erika Melén            | (EM)  | Scotia Gas Networks        |
| Hilary Chapman         | (HCh) | Xoserve                    |
| Huw Comerford          | (HCo) | Utilita                    |
| Lorna Lewin            | (LL)  | Dong Energy                |
| Marie Clark            | (MC)  | Scottish Power             |
| Tim Davis              | (TD)  | Joint Office               |

\* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/Dist/150713>

**1. Introduction and Status Review**

**1.1. Minutes from the previous meeting(s)**

The minutes from the previous meeting were accepted.

**1.2. Review of actions from previous meeting(s)**

No outstanding actions for review.

**2. Workgroups**

The following modification workgroup meeting took place:

- 2.1.** 0431S - Shipper/Transporter - Meter Point Portfolio Reconciliation (Report to Panel 18 July 2013) – Papers at: [www.gasgovernance.co.uk/0431](http://www.gasgovernance.co.uk/0431)

**3. Issues**

**3.2 New Issues**

None Raised.

**3 Any Other Business**

None Raised.

**4 Diary Planning**

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

Distribution Workgroup meetings are booked to take place on:

Thursday 25 July 2013 at 10:30, Consort House, 6 Homer Road, Solihull B91 3QQ.

Wednesday 07 August 2013 at 10:30, Consort House, 6 Homer Road, Solihull B91 3QQ.

Thursday 22 August 2013, at 10:30 ENA, 52 Horseferry Road, London SW1P 2AF.

Thursday 26 September 2013, at 10:30 ENA, 52 Horseferry Road, London SW1P 2AF.

Thursday 24 October 2013 at 10:30, Consort House, 6 Homer Road, Solihull B91 3QQ.

Thursday 28 November 2013, at 10:30 ENA, 52 Horseferry Road, London SW1P 2AF.

Tuesday 10 December 2013 at 10:30, Consort House, 6 Homer Road, Solihull B91 3QQ.