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**UNC Distribution Workgroup Minutes**  
**10:30 Thursday 25 July 2013**  
**at Consort House, 6 Homer Road, Solihull, B91 3QQ**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HC)	Joint Office
Alan Raper	(AR)	National Grid Distribution
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Andrea Varkonyi	(AV)	First Utility
Andrew Margan	(AM)	British Gas
Andy Clasper	(AC)	National Grid Distribution
Anne Jackson*	(AJ)	SSE
Chris Hill	(CH)	Cornwall Energy
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Addison	(DA)	Xoserve
David Mitchell	(DM)	Scotia Gas Networks
Dean Johnson	(DJ)	Xoserve
Edward Hunter	(EH)	RWE npower
Erika Melén	(EM)	Scotia Gas Networks
Fergus Healey	(FH)	National Grid NTS
Hilary Chapman	(HCh)	Xoserve
Huw Comerford	(HCo)	Utilita
Joel Martin	(JM)	Scotia Gas Networks
Jon Dixon	(JD)	Ofgem
Lorna Lewin	(LL)	Dong Energy
Marie Clark	(MC)	Scottish Power
Mark Jones*	(MJ)	SSE
Naomi Anderson*	(NA)	EDF Energy
Steve Deery	(SD)	Xoserve
Steve Mulinganie	(SM)	Gazprom

\* *via teleconference*

Copies of all papers are available at: [www.gasgovernance.co.uk/Dist/250713](http://www.gasgovernance.co.uk/Dist/250713)

**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.

**1.3. Modifications with Ofgem**

JD provided a brief update confirming that Ofgem are considering the legal text for Modifications 0410/0410A and that a decision is imminent for Modifications 0428/0428A.

## **2. Workgroups**

The following modification workgroup meetings took place:

- 2.1.** 0445 - Amendment to the arrangements for Daily Metered Supply Point Capacity (Report to Panel 17 October 2013) – Papers at:  
[www.gasgovernance.co.uk/0455](http://www.gasgovernance.co.uk/0455)
- 2.2.** 0450 - Monthly revision of erroneous SSP AQs outside the User AQ Review Period (Report to Panel 19 September 2013) – Papers at:  
[www.gasgovernance.co.uk/0450](http://www.gasgovernance.co.uk/0450)
- 2.3.** 0455 - Updating of Meter Information by the Transporter (Report to Panel 17 October 2013) – Papers at:  
[www.gasgovernance.co.uk/0455](http://www.gasgovernance.co.uk/0455)
- 2.4.** 0457 – Extending the use of the UK Link Network (Information Exchange (IX)) to Meter Asset Provider (MAP) organisations (Report to Panel 17 October 2013) – Papers at:  
[www.gasgovernance.co.uk/0457](http://www.gasgovernance.co.uk/0457)
- 2.5.** 0458 – Seasonal LDZ System Capacity Rights (Report to Panel 19 December 2013) – Papers at:  
[www.gasgovernance.co.uk/0458](http://www.gasgovernance.co.uk/0458)

## **3. Issues**

### **3.1 ISS 0052 - Transfer of Assets**

Item remains on hold.

### **3.2 ISS 0054 – Daily Meter Reading – Mandatory Population**

Update expected on 22 August 2013.

### **3.3 New Issues**

No new issues raised.

## **4 Any Other Business**

### **4.1 Invoicing Read Estimation Proposal**

DJ provided a presentation on the issue of reconciling supply points where meter readings are not provided on the supply point registration date, but have been provided on a meter fix date prior to the registration date. The proposal was to estimate reads notifying the Shipper and generating an invoice. It was confirmed the estimated read could be replaced as long as a subsequent read has not been entered into the system.

## **5 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:

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

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

Wednesday 04 September 2013, 10:30, Consort House, 6 Homer Road, Solihull B91 3QQ.

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

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

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

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