

UNC 0641S Workgroup Minutes
Amendments to Modification 0431 - Shipper/Transporter - Meter Point
Portfolio Reconciliation rules and obligations
Thursday 22 February 2018
at Elexon, 350 Euston Road, London NW1 3AW

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Karen Visgarda (Secretary)	(KV)	Joint Office
Andy Clasper	(AC)	Cadent
Carl Whitehouse*	(CWh)	First Utility
Chris Warner	(Cwa)	Cadent
Claire Towler*	(CT)	SSE
David Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Debbie Brace	(DB)	National Grid NTS
Graham Wood*	(GW)	Centrica
John Welch	(JW)	npower
Lorna Lewin*	(LL)	Orsted
Mark Jones*	(MJ)	SSE
Nicky Rozier*	(NR)	BUUK
Rachel Hinsley	(RH)	Xoserve
Shane Preston*	(SP)	ScottishPower
Shanna Key*	(SK)	Northern Gas Network
Shardul Pandit*	(SP)	Wales and West Utilities
Steve Britton	(SB)	Cornwall
Steve Mulinganie	(SMu)	Gazprom

*via teleconference

Copies of all papers are available at <https://www.gasgovernance.co.uk/0641/220218>

The Workgroup Report is due to be presented at the UNC Modification Panel by 19 April 21018.

1. **Introduction and Status Review**
2. **1.1 Approval of Minutes (25 January 2018)**

The minutes were formally approved.

3. **Review of Amended Modification**

GW explained that he had amended the modification solution to remove references to Transporters and the notice period which now read; *It is suggested that the reconciliation exercise notice period is extended from 20 days to a minimum of 90 calendar days*. DM said if it was 90 days, then Xoserve would still be working on the last report, which was a concern. DA said it would depend if the 90 days were calendar or business days. GW said presently it was in relation to calendar days, but that he would amend this to business days. MJ also questioned the fact it stated the Suppliers and the Shippers only supply the portfolio and that they did not undertake the reconciliation exercise and GW said he would re-word this section accordingly.

A lengthy general discussion then took place as to whether 90 days was realistic and it was agreed that *60 Business Days* would be sufficient and GW said he would update the modification.

4. Consideration of Legal Text

BF explained that once the modification had been formally amended then the Legal Text would be requested at the March Panel.

5. Development and Completion of Workgroup Report

BF the Workgroup Report would be completed at the March meeting.

6. Next Steps

BF confirmed at the March meeting his aspirations were to complete the Workgroup Report and review the Legal Text and then conclude the Workgroup, as the modification would be presented to the April Panel.

7. Any Other Business

None raised.

8. Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/Diary

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
10:30 Thursday 22 March 2018	Xoserve, Lansdowne Gate, 65 New Road, Solihull, B91 3DL	Detail planned agenda items. <ul style="list-style-type: none"> • Review of Legal Text • Completion of Workgroup Report