

UNC Workgroup 0672 Minutes
Incentivise Product Class 4 Read Performance
Tuesday 26 February 2019
at Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Mike Berrisford (Secretary)	(MB)	Joint Office
Andy Clasper	(AC)	Cadent
Alexander Mann*	(AM)	Gazprom
Carl Whitehouse*	(CWh)	first:utility
Chris Warner	(CW)	Cadent
David Mitchell*	(DM)	SGN
Emma Smith	(ES)	Xoserve
Fiona Cottam	(FC)	Xoserve
Imran Shah*	(IS)	British Gas
John Welch	(JW)	npower
Kirsty Dudley*	(KD)	E.ON UK
Leanne Jackson	(LJ)	Xoserve
Lindsay Biginton*	(LB)	Utilita
Lorna Lewin*	(LL)	Orsted
Louise Hellyer	(LH)	Total Gas & Power
Mark Jones*	(MJ)	SSE
Megan Coventry*	(MC)	SSE
Sallyann Blackett	(SB)	E.ON UK
Steve Britton*	(SBr)	Cornwall Energy
Tracey Saunders	(TS)	NGN

**via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0672/260219>

1. Introduction and Status Review

1.1. Approval of Minutes (22 January 2018)

The minutes from the previous meetings were approved.

2. Amended Modification

When BF pointed out that there had been no documents had been provided ahead of the meeting, and that a ScottishPower representative was not present, the Workgroup agreed to defer consideration of the Modification.

BF went on to advise that Cadent (C Warner) had provided feedback direct to M Bellman (the Proposer) already, including points/questions raised by Denton's lawyers.

AC then pointed out that Legal Text had now been formally requested by the 21 February 2019 Panel meeting, and he hopes to be able to provide a draft copy in time for consideration at the 25 March 2019 Workgroup meeting.

BF highlighted that the Workgroup Reporting date had been extended to the 18 April 2019 Panel meeting.

3. Review of Relevant Objectives

Consideration deferred.

4. Consideration of Legal Text

Consideration deferred.

5. Development of Workgroup Report

Consideration deferred.

6. Review of Outstanding Actions

Action 0101: ScottishPower (MB) to add detailed business rules into the Modification in relation to the incentive charge section to allow the Legal Text to be produced.

Update: When BF pointed out that there was no ScottishPower representative present, the Workgroup agreed to carry forward this action. **Carried Forward**

7. Next Steps

BF briefly summarised the next steps as being:

- ScottishPower to provide an amended version of the Modification,
- Workgroup to consider Legal Text and look to complete the Workgroup Report, and
- Action owners to provide a progress update.

8. Any Other Business

None.

9. Diary Planning

Further details of planned meetings are available at: <https://www.gasgovernance.co.uk/events-calendar/month>

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
10:30 Monday 25 March 2019	Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA	Standard Workgroup Agenda
10:30 Monday 29 April 2019	Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA	Standard Workgroup Agenda

Action Table (as at 26 February 2019)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0101	22/01/19	2.0	To add detailed business rules into the Modification in relation to the incentive charge section to allow the Legal Text to be produced.	Scottish Power (MB)	Carried Forward