

## UNC Governance Workgroup Minutes

Wednesday 22 January 2020

at Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA

### Attendees

Rebecca Hailes (Chair)	(RH)	Joint Office
Maitrayee Bhowmick-Jewkes (Secretary)	(MBJ)	Joint Office
Andy Clasper	(AC)	Cadent
Guv Dosanjh	(GD)	Cadent
Mike Berrisford	(MB)	Joint Office
Tracey Saunders	(TS)	NGN
Steve Mulinganie	(SM)	Gazprom
Hilary Chapman	(DM)	SGN
Kirsty Dudley*	(KD)	EON
Phil Lucas	(PL)	National Grid
Liam Gallagher	(LG)	BUUK
Rebecca Cailes	(RC)	BUUK
Oorlagh Chapman*	(OC)	Centrica
Liam King*	(LK)	Ofgem
Richard Pomroy	(RP)	Wales & West Utilities
Anne Jackson*	(AJ)	IGT-UNC Panel Chair (PM)
Paul Roche*	(PR)	IGT-UNC Representative (AM)
Penny Garner	(PG)	Joint Office
Lorraine O'Shaughnessy	(LOS)	Joint Office
Bob Fletcher	(BF)	Joint Office

\*via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/gov/220120>

## 1. Introduction and Status Review

### 1.1. Approval of Minutes (02 December 2019)

The minutes from the previous meeting were approved.

### 1.2. Modifications with Ofgem

Liam King (LK) advised the Workgroup that there were no updates on the Modifications currently with Ofgem for decision. Ofgem will be providing a decision or a 'minded-to' decision on these as soon as possible.

### 1.3. Pre-Modification Discussions

There were no pre-modifications for discussion.

## 2. Review of Outstanding Actions

**Action 1104:** Joint Office (PG) to review the use of pre-meeting briefs by JO meeting Chairs.

**Update:** Penny Garner (PG) confirmed she was in the process of reviewing this action and was still reviewing options, therefore she requested that the action to be carried forward. The Workgroup had some discussions around the Pre-Panel Briefing notification email and the briefing call itself and the Joint Office newsletter updates and how these could be better utilised for updating the industry. PG highlighted that once the Joint Office completes the move to new offices, there will be more opportunities to launch new initiatives and improvements to the services they offer. Steve Mulinganie (SM) asked whether PG would be looking to review Legal Text arrangements as well and was informed that this topic needed a more focused review, as the Governance Workgroup can only hold a general review, Legal Text possibly needs to be considered with a focused scoping in a separate Workgroup. The Workgroup agreed to revisit this at a later date. **Carried Forward.**

**Action 1105:** Joint Office (PG) to review whether they can publish consolidated minutes for Workgroups with more than one Modification.

**Update:** PG confirmed she would update at a later meeting. **Carried Forward.**

**Action 1201:** Joint Office (RH) to explore Webex and Skype as possible options for holding meetings.

**Update:** PG confirmed that the Joint Office hope to trial a meeting using an alternative option of Microsoft Teams internally. Bob Fletcher (BF) is leading on this and various options are being considered. If the internal team meeting using this technology is successful, this will be trialled out to the wider industry. A further update will be provided next month. **Carried Forward**

**Action 1202:** Xoserve (Fiona Cottam) as CDSP to provide update on DESC (Joint Office to email FC this action)

**Update:** Rebecca Hailes (RH) confirmed she would further liaise with Xoserve. **Carried forward**

**Action 1203:** Xoserve (Fiona Cottam) as CDSP to provide update on PAC (Joint Office to email FC this action).

**Update:** RH confirmed she would further liaise with Xoserve. **Carried Forward**

### 3. Workgroups

#### 3.1. 0676R – Review of Gas Transporter Joint Office Arrangements

*(Report to Panel 20 February 2020)*

<https://www.gasgovernance.co.uk/0676>

#### 3.2. 0708S – Re-ordering of the UNC in advance of Faster Switching

*(Report to Panel 19 March 2020)*

<https://www.gasgovernance.co.uk/0708>

#### 4. BEIS/Ofgem Energy Codes Governance Review

There were no updates on this item.

#### 5. Review and Development of Issues Log

Review of this item was deferred to the next meeting.

#### 6. Panel Action: PAN 01/08: The Governance Workgroup is requested to provide recommendations on the criteria to be adopted for considering alternative Modifications.

RH confirmed that the Panel had reviewed the Workgroup's recommendations and was satisfied that no further action was required. This item can now be closed.

#### 7. Next Steps

RH briefly summarised the next steps as follows:

- Continued development of 0676R Workgroup proposals.
- Review of Legal Text for 0708 Workgroup.
- Continue to monitor the BEIS/Ofgem Energy Codes Governance Review.
- Continued review of the Issue log.

#### 8. Any Other Business

##### 8.1 BEIS TPD V5.17 Consultation (Richard Pomroy)

BEIS has issued a consultation but it was not communicated via the Joint Office. This was helpfully brought to the Joint Office's attention by Richard Pomroy (RP).

The consultation is proposing changes to the data reporting requirements for the industry. RP raised the question as to whether BEIS were able to raise such a Modification. The Workgroup also expressed concerns as to whether Xoserve would be able to deliver the data requested.

RH will be sending out the BEIS email to industry to publicise the consultation for their information.

**New Action 0101:** Joint Office (RH) to send out BEIS consultation to the industry.

*Post meeting Note: This email was sent out on 22 January 2020.*

#### 9. Diary Planning

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

Subject to the agreement by Panel of an extension, Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
10.30 Monday 02 March 2020	Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA	<ul style="list-style-type: none"> <li>• Workgroup 0708S focusing on Legal Text review</li> </ul>
10.30 Monday 09 March 2020	Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA	Standard Governance Workgroup Agenda including: <ul style="list-style-type: none"> <li>• BEIS/Ofgem Update</li> <li>• Consideration of Workgroups 0676R and 0708S</li> <li>• Continued review of the Issues log</li> </ul>

**Action Table (as at 22 January 2020)**

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status Update</b>
<b>1104</b>	04/11/19	8.0	Joint Office (PG) to review the use of pre-meeting briefs by JO meeting Chairs.	Joint Office (PG)	<b>Carried Forward</b>
<b>1105</b>	04/11/19	8.0	Joint Office (PG) to review whether they can publish consolidated minutes for Workgroups with more than one Modification.	Joint Office (PG)	<b>Carried Forward</b>
<b>1201</b>	02/12/19	2.0	Joint Office (RH) to explore Webex and Skype as possible options for holding meetings.	Joint Office (RH)	<b>Carried Forward</b>
<b>1202</b>	02/12/19	5.0	Xoserve (Fiona Cottam) as CDSP to provide update on DESC (Joint Office to email FC this action)	Xoserve (FC)	<b>Carried Forward</b>
<b>1203</b>	02/12/19	5.0	Xoserve (Fiona Cottam) as CDSP to provide update on DESC (Joint Office to email FC this action)	Xoserve (FC)	<b>Carried Forward</b>
<b>0101</b>	22/01/20	8.0	Joint Office (RH) to send out BEIS consultation to the industry.	Joint Office (RH)	<b>Pending</b>