

UNC Independent Gas Transporter Arrangements Document (IGTAD) Committee Minutes

Monday 18 October 2021

via Microsoft Teams

Attendees

Lorraine O'Shaughnessy (Chair) (LOS) Joint Office
Karen Visgarda (Secretary) (KV) Joint Office

IGT Members (Voting)

Brandon Rodrigues (BR) ESP
Cher Harris (CH) Indigo Pipelines
Jenny Rawlinson (JR) GTC-UK / BUUK
Stuart Monk (SM) Murphy Gas Networks

Transporter Members (Voting)

Guv Dosanjh (GD) Cadent
Tracey Saunders (TS) Northern Gas Networks

Copies of non-confidential papers are available at: <https://www.gasgovernance.co.uk/IGTAD/181021>

1. Introduction

Lorraine O'Shaughnessy (LOS) welcomed all parties to the meeting.

2. Confirmation of Membership/Alternates and Apologies for Absence

2.1 Apologies for absence

Hilary Chapman, Transporter Member

2.2 Note of Alternates

No alternates were in attendance.

2.3 Quoracy Status

LOS confirmed that the meeting was quorate with 4 Voting IGT members, and 2 Transporter members present.

IGTAD meetings will be quorate where there are at least six Voting Members, of which at least two shall be Independent Gas Transporters (IGTs) and two Transporters.

3. Approval of Minutes (19 July 2021)

The minutes from the previous meeting were approved.

4. New Independent Gas Transporter

Standard agenda item - no known new IGT applications.

5. Withdrawal of Independent Gas Transporter

Standard agenda item - no known withdrawal notifications.

6. IGTAD Subsidiary Document(s)

Jenny Rawlinson (JR) raised a question with regards to the LDZ CSEP Ancillary Document, as this had been raised at a Workgroup meeting last week in connection with the daily meters. She wanted to know where it was and if it encompassed the IGTs. Both Tracey Saunders (TS) and Guv Dosanjh

(GD) said they were not aware of this specific document. JR said she would investigate the reference points still further and LOS said she would speak internally with the Joint Office about it and request Mike Berisford to contact JR directly with findings.

New Action 1001: GTC-UK/BUUK (JR) to investigate the reference points of the LZD CSEP Ancillary Document and the Joint Office (LOS) to investigate the document internally within the JO and supply findings to JR directly.

7. **UNC / IGT Cross Code Impacts**

LOS noted the Central Modification Register (CMR) is now administered by the Joint Office. LOS the overviewed the following UNC Modifications with potential IGT impacts:

Modification 0769S – Adding Local Authorities as a new User type to the Data Permissions Matrix (IGT157). <https://www.gasgovernance.co.uk/0769>

LOS confirmed the Modification implementation date was the 19 October 2021 to align with the IGT Modification implementation.

Modification 0768 – Retail Code Consolidation Significant Code Review (SCR) (IGT156). <https://www.gasgovernance.co.uk/0768>

LOS confirmed this Modification was implemented 01 September 2021 in line with IGT Modification IGT156.

Modification 0762S – Adding the Retail Energy Code Company as a new User type to the Data Permissions Matrix (IGT155) <https://www.gasgovernance.co.uk/0762>

LOS confirmed this Modification had been implemented 12 July 2021.

Request 0763R – Review of Gas Meter By-Pass Arrangements <https://www.gasgovernance.co.uk/0763>

LOS reported that this review group is working on the development of the Request and The Workgroup is due to report to UNC Modification Panel 20 January 2022.

Modification 0760 Introducing the concept of derogation for Net Zero innovation into Uniform Network Code (UNC) (IGT154) <https://www.gasgovernance.co.uk/0760>

LOS reported that this Modification would be presented to UNC Modification Panel on 21 October 2021.

Request 0749R - Increased DM SOQ Flexibility <https://www.gasgovernance.co.uk/0749>

LOS reported that this Modification would be presented to UNC Modification Panel on 21 October 2021.

Modification 0734S – Reporting Valid Confirmed Theft of Gas into Central Systems <https://www.gasgovernance.co.uk/0734>

LOS confirmed that the Workgroup is due to report to UNC Modification Panel on 18 November 2021. Action 0501 was previously raised to seek clarification on whether this requires an IGT Modification.

Modification 0674 - Performance Assurance Techniques and Controls (IGT138) <https://www.gasgovernance.co.uk/0674/>

LOS confirmed this Modification had been sent back to Workgroup for further consideration and is due to report to Panel on 16 December 2021.

Modification 0664VVS - Transfer of Sites with Low Valid Meter Reading Submission Performance from Classes 2 and 3 into Class 4 (IGT145) <https://www.gasgovernance.co.uk/0664>.

LOS confirmed this Modification will be implemented on a date to be confirmed. A coordinated implemented date is expected no earlier than November 2022.

Modification 0710S – CDSP provision of Class 1 read service (IGT148)

<https://www.gasgovernance.co.uk/0710>.

LOS confirmed that a notice of implementation was issued on 1 July 2021 with an implementation date of on 01 April 2023.

Brandon Rodrigues (BR) questioned the timing of when the IGTs impacts were scheduled to appear on the CMR. LOS advised that the CMR is updated prior to the CACoP meeting and there could be a misalignment on new Modifications being raised and therefore advised that it is advisable for all parties to review each Code Administrators' own Modification register for more up to date information. When asked by BR how the information is known, LOS advised that this was determined by the development of the Modification and may be known at the onset when the Modification is raised if this is completed on the Modification Report. She added where it is not, this is discussed and any IGT impacts are identified through the development of the Modification and CACoP are informed or IGT when this is known. BR had noted that some of the Modifications did not appear on the CMR, LOS advised that this could be due to the implementation of the Modification when it would be deemed complete, however, due to the nature of the Modification, the implementation could be later regarding central systems impacts, an XRN being raised is managed by the CDSP. LOS noted that the CDSP had recently attended the CACoP September meeting following an action from the DSC Change Management Committee to attend, and it had been agreed that XRN's would also now be included in the CMR, and that it is up to each Code to notify the Joint office of any associated IGT impacts.

8. Matters for Committee Attention

Stuart Monk (SM) suggested that it was advisable to still retain the Committee quoracy only on the next couple of meetings as a standard agenda item in case any further questions were raised regarding the Committees quoracy, as discussed in Item 11 below.

9. Communication of Key Messages

There were no key messages for the Committee to consider.

10. Review of Outstanding Actions

Action 0701: IGTAD to consider other Committee standards for quoracy

Update: Committee members considered amending the quoracy to reduce the number of voting members that need to be present from 6 to 4 Voting Members, with at least 2 Independent Gas Transporters and 2 Transporters. A lengthy general discussion took place, and it was agreed to leave the voting rights as they are presently, due to the fact that the historical attendance records only had two instances where if this would be applied would have made a difference (as detailed in Action 0702) did not highlight an on-going issue. The action was then closed. **Closed.**

Action 0702: Joint Office (EF/HCu) to provide a summary of meeting quoracy.

Update: LOS said that EF/HCu that the summary of meeting quoracy had been provided as below following the previous meeting and so this action could now be closed. **Closed.**

UNC Committee Quoracy (Action 0701)		
Committee	Members	Quoracy
DESC	5 Shipper 5 Transporters	4 Voting Members: 2 Shippers 2 Transporters.
EBCC	9 Users	At least 3 voting members
IGTAD	5 IGTs 5 Transporters	6 Voting Members: 2 IGTS 2 Transporters.

Offtake	5 Transporters	At least 2 voting members		
PAC	9 Shippers 3 Transporters	6 Voting Members: 4 Shipper User 2 Transporters (DNO and/or IGT)		
IGTAD Membership Attendance 2019-2021 (Action 0702)				
Meeting Date	IGTs Present	Transporters Present	Voting Members	Quorate
18 Jul 2021	4	5	9	Y
17 May 2021	2	3	5	N
19 Apr 2021	2	0	2	N
25 Jan 2021	4	4	8	Y
21 Sep 2020	2	5	7	Y
08 Jun 2020	4	5	9	Y
11 Nov 2019	4	5	9	Y
08 Aug 2019	1	4	5	N
05 Apr 2019	3	4	7	N

11. Any Other Business

There were no AOB raised for the Committee to consider.

12. Diary Planning

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

Time/Date	Paper Publication Deadline	Venue	Programme
Date to be confirmed	Date to be confirmed	Teleconference	Standard Agenda Items

Action Table (as of 18 October 2021)

Action Ref	Meeting Date	Min Ref	Action	Owner	Status Update
0701	19/07/21	11.1	IGTAD to consider other Committee standards for quoracy.	IGTAD	Closed
0702	19/07/21	11.1	Joint Office (EF/HCu) to provide a summary of meeting quoracy.	Joint Office (EF/HCu)	Closed
1001	18/10/21	6.0	GTC-UK/BUUK (JR) to investigate the reference points of the LZD CSEP Ancillary Document and the Joint Office (LOS) to investigate the document internally within the JO and supply findings to JR directly.	GTC-UK/BUUK (JR) / Joint Office (LOS)	Pending