

**UNC Independent Gas Transporter Arrangements Document (IGTAD)  
Committee Minutes  
Monday 25 July 2022  
via Microsoft Teams**

**Attendees**

Alan Raper (Chair)	(AR)	Joint Office
Karen Visgarda (Secretary)	(KV)	Joint Office

**IGT Members (Voting)**

Cher Harris	(CH)	Indigo Pipelines
Stuart Monk	(SM)	Murphy Gas Networks
Brandon Rodrigues	(BR)	ESP

**Transporter Members (Voting)**

David Mitchell	(DM)	SGN
Tracey Saunders + Alternate for Richard Pomroy	(TS)	Northern Gas Networks

**Observers (Non-Voting)**

Ben Mulcahy	(BM)	Northern Gas Networks
Shiv Singh	(SS)	Cadent
Grant Richardson	(GR)	Northern Gas Networks

Papers available at: <https://www.gasgovernance.co.uk/IGTAD/250422>

*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.*

**1. Introduction**

Alan Raper (AR) welcomed all parties to the meeting.

**2. Confirmation of Membership/Alternates and Apologies for Absence**

**2.1 Apologies for absence**

Jenny Rawlinson, IGT Member.  
Richard Pomroy, Transporter Member.

**2.2 Note of Alternates**

Tracey Saunders for Richard Pomroy

**2.3 Quoracy Status**

AR confirmed that the meeting was quorate with three voting IGT members, and two voting Transporter members, (carrying three votes), present, representing 6 votes in total.

**3. Approval of Minutes (24 January 2022)**

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)**

None to consider.

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

AR provided an overview of each of the live UNC Modifications with a potential IGT impact. The status of each Modification was noted as follows:

**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>.

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

**0674 - Performance Assurance Techniques and Controls (IGT138)**

<https://www.gasgovernance.co.uk/0674>

This Modification was presented to Panel on 21 July 2022. Awaiting Ofgem decision.

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

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

Notice of implementation issued on 01 July 2021 with an implementation date of 01 April 2023.

**0734S – Reporting Valid Confirmed Theft of Gas into Central Systems**

<https://www.gasgovernance.co.uk/0734>

This Modification will be implemented on a date to be confirmed, following February's UNC Modification Panel approval. Consideration being given on whether an IGT Modification is required to compliment UNC implementation. AR noted that he would further discuss this with Genserv to confirm if an IGT Modification would be required.

<p><b>New Action 0701:</b> Joint Office (AR) to follow up with Genserv with regards to whether an IGT Modification is required for - 0734S – Reporting Valid Confirmed Theft of Gas into Central Systems</p>
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**0763R – Review of Gas Meter By-Pass Arrangements**

<https://www.gasgovernance.co.uk/0763>

This Request Workgroup is due report to the UNC Modification Panel on 18 August 2022, in readiness for closure. A Modification is not likely to be raised.

**0778R - Gas Vacant Sites Process review**

<https://www.gasgovernance.co.uk/0778>

This Request Workgroup reported to the UNC Modification Panel on 21 July 2022 and was subsequently closed. The draft business rules will be incorporated into the draft Modification, raised by Centrica, which will be submitted to Panel on 18 August 2022.

**0783R – Review of AQ Correction Processes**

<https://www.gasgovernance.co.uk/0783>

This Request Workgroup will report to the UNC Modification Panel on 18 August 2022. The draft Workgroup Report (WGR) will be finalised at the July Distribution Workgroup. Draft business rules will be incorporated into the Request WGR.

**0799 – UNC arrangements for the H100 Fife project (100% hydrogen)**

<https://www.gasgovernance.co.uk/0799>

This Modification was presented to Panel on 16 June 2022. Awaiting Ofgem decision.

**0800 – Introducing the concept of a derogation framework into Uniform Network Code (UNC) (Authority Direction)**

<https://www.gasgovernance.co.uk/0800>

Panel Recommended Implementation, sent to Ofgem for a decision 21 April 2022. An equivalent IGT Modification is being progressed under IGT160.

Tracey Saunders (TS) said that UNC related documents were complex in relation to the implementation and that walk-through was taking place at the end of July, between the Joint Office, Transporters and Xoserve to ensure the process was fit for purpose, prior to implementation.

### **0803 – Exceptional Circumstances Modification process**

<https://www.gasgovernance.co.uk/0803>

AR confirmed the Modification was withdrawn in May 2022.

### **0807FT – Minor update to the legal text implemented under Modification 0672S**

<https://www.gasgovernance.co.uk/0807>

AR noted that no IGT Modification was presently required, and the Workgroup Report was due August 2022.

### **0808 – Reverse Compression**

<https://www.gasgovernance.co.uk/0808>

David Mitchell (DM) stated this Modification was in relation to sending gas back up the pressure tiers.

DM advised that the Modification had been sent back to the Proposer for further assessment as there were further questions that required confirmation concerning the Solution in order to the Legal Text to be produced. DM advised that an IGT Modification would be required. AR confirmed this Modification would be discussed within at this month's Distribution Workgroup.

### **0810S – Amendment of Transportation Principal Document Section V 14.1.1 and Annex-V5 to reflect updated Theft of Gas Process**

<https://www.gasgovernance.co.uk/0810>

AR advised investigations were taking place as to whether an IGT Modification was required.

### **0811S – Shipper Agreed Read (SAR) exceptions process**

<https://www.gasgovernance.co.uk/0811>

AR noted that the Modification was well developed along with the associated Business Rules and that there was no IGT impact.

### **0812R – Review of Alternatives to “Must Read” Arrangements**

<https://www.gasgovernance.co.uk/0812>

AR noted that an IGT Modification would run in parallel and that the draft Modification would be raised following the evaluation of the Request.

### **0813 – Revision of Virtual Last Resort User and Contingent Procurement of Supplier Demand Event Triggers**

<https://www.gasgovernance.co.uk/0813>

AR confirmed this Modification would be discussed within the Transmission Workgroup and that there would be no IGT impact.

## 8. Matters for Committee Attention

### 8.1 Centralised Switching Service (CSS)

AR advised that Xoserve were undertaking a hyper-care service for the next 3 months to address any issues.

TS said that Northern Gas Networks had experienced issues with Gas Enquiry System, (GES), in relation to looking for a DN address, as it should say who the Transporter / IGT is on the first screen, but that is now not shown presently. TS noted that the incident number for this issue on the Xoserve website was 67994 UK-Link incident log. DM and TS said there were some other issues regarding the Communications for Gate Closures level 4 & 5, however Xoserve doubted that these would materialise as significant issues.

### 8.2 Review of Terms of Reference

AR provided an overview of the change marked version and he drew attention to specific areas that had been amended, this can be accessed via the link: <https://www.gasgovernance.co.uk/index.php/igtad/250722>

TS requested that AR checked the Authority terminology to ensure that what was noted matched other Terms of Reference documents and so this would be consistent. AR confirmed he would investigate this area and update accordingly.

**New Action 0702:** Joint Office (AR) to publish the revised Terms of Reference document ahead of the 24 October 2022 meeting.

AR overviewed the quoracy section of the Terms of Reference and stated that presently the quoracy of the IGTAD Committee was six members out of a possible ten, which he felt seemed appropriate.

A brief general discussion took place, it was subsequently agreed that AR would investigate the quoracy of other Committees regarding the number of member attendees.

**New Action 0703:** Joint Office (AR) to reinvestigate the quoracy of other Committees and will produce a compatibility table in relation if the ratio of 60% was appropriate for quoracy.

## 9. Communication of Key Messages

There were no key messages for the Committee to communicate.

## 10. Review of Outstanding Actions

**Action 0401:** Joint Office (AR/KE) to provide a changed marked version of the Terms of Reference to include the IGT UNC Code Administrator and INA changes.

**Update:** AR confirmed that this action would be carried forward until the 24 October 2022 meeting, where the committee members would be asked to approve the amendments to the Terms of Reference. **Carried forward.**

**Action 0402:** Joint Office (AR/KE) to provide a paper for the Committee to consider relating to quoracy, including a comparison with other UNC Sub-Committees.

**Update:** AR noted that this action would be carried forward to the 24 October 2022 meeting, where the comparison document would be reviewed. **Carried forward.**

## 11. Any Other Business

### 11.1 Historical bookings for CSEPs

DM and Grant Richardson (GR) explained there were a number of large CSEPs on the network, some of which had been there for 10 – 20 years and there had been previous communications regarding the build and connection profile. However, in many cases the full number of connections is not met and in some cases only 40% proposed downstream services ever materialised.

DM asked if there was anything the GNDs could do to recover some of the capacity back and redeploy onto other projects, which would be beneficial for all. DM asked that when an IGT knows that a site is fully developed, do they then undertake an audit on the planned versus actual usage.

Stuart Monk (SM) stated that Murphy Gas Networks do not have many legacy sites and that when a site is completed a commercial review is undertaken, from a usage perspective. SM noted that he would contact the IGTs to investigate their procedures.

**New Action 0704:** Murphy Gas Networks (SM) to contact the IGTs to understand their historically CSEPs process and provide feedback at the October meeting.

Brandon Rodrigues (BR) noted that ESP also undertake an internal process when a site goes live in relation to the Demand Profile Forecast. BR confirmed he would investigate internally what the ESP process was regarding this area.

**New Action 0705:** ESP (BR) to investigate the historical bookings process for CSEPs internally and provide feedback at the October meeting.

Tracey Saunders (TS) stated she would be having a discussion in relation to her Pre-Modification - Releasing of unused capacity under a specific set of circumstances, at the Distribution Workgroup this month. Although this Modification would not be including CSEPs, this could be investigated and included at a later date.

AR asked GR if there was a requirement for the CSEPs process in Code to be re-written, as he understood it was presently a voluntary update that took place. DM stated that the Code area on CSEPs was not specific regarding this topic, and it had probably been written prior to the existence of the IGTs. DM noted that a tightening up of Code in this area could be beneficial. AR suggested that a new Modification could be raised to address this matter, although DM said that in the first instance, he would prefer to understand the IGTs internal processes regarding this area to then ascertain if a new Modification was required.

SM said he was part of INA he would get this subject placed on the agenda for discussion, regarding how often the Offtakes are reviewed once they are completed. SM added that he would subsequently supply the contact details for the IGTs at the October meeting to allow further detailed discussions to take place.

**New Action 0706:** Murphy Gas Networks (SM) to investigate with the IGTs how often the Offtakes are reviewed once they are completed.

## 12. Next Steps

AR confirmed the next meeting would be held on 24 October 2022 and his aspiration was to have a vote on the amended IGTAD Terms of Reference. AR noted that further discussions would take place regarding the historical bookings for CSEPs.

### 13. Diary Planning

Further details of planned meetings are available at: [www.gasgovernance.co.uk/events-calendar/month](http://www.gasgovernance.co.uk/events-calendar/month)

Time/Date	Paper Publication Deadline	Venue	Programme
10am Monday 24 October 2022	Friday 14 October 2022	Microsoft Teams	Standard Agenda Items IGTAD Terms of Reference voting approval Historical bookings for CSEPs

#### Action Table (as of 25 July 2022)

Action Ref	Meeting Date	Min Ref	Action	Owner	Status Update
0401	25/04/22	10.0	Joint Office (AR/KE) to provide a changed marked version of the Terms of Reference to include the IGT UNC Code Administrator and INA changes.	Joint Office (KE/AR)	<b>Carried forward</b>
0402	25/04/22	10.0	Joint Office (AR/KE) to provide a paper for the Committee to consider relating to quoracy, including a comparison with other UNC Sub-Committees.	Joint Office (KE/AR)	<b>Carried forward</b>
0701	25/07/22	7.0	Joint Office (AR) to follow up with Gemserv with regards to whether an IGT Modification is required for 0734S – Reporting Valid Confirmed Theft of Gas into Central Systems	Joint Office (AR)	<b>Pending</b>
0702	25/07/22	7.0	Joint Office (AR) to publish the revised Terms of Reference document ahead of the 24 October 2022 meeting.	Joint Office (AR)	<b>Pending</b>
0703	25/07/22	8.2	Joint Office (AR) to reinvestigate the quoracy of other Committees and will produce a compatibility table in relation if the ratio of 60% was appropriate for quoracy.	Joint Office (AR)	<b>Pending</b>
0704	25/07/22	11.1	Murphy Gas Networks (SM) to contact the IGTs to understand their historically CSEPs process and provide feedback at the October meeting.	Murphy Gas Networks (SM)	<b>Pending</b>
0705	25/07/22	11.1	ESP (BR) to investigate the historical bookings process for CSEPs internally and provide feedback at the October meeting.	ESP (BR)	<b>Pending</b>
0706	25/07/22	11.1	Murphy Gas Networks (SM) to investigate with the IGTs how often the Offtakes are reviewed once they are completed.	Murphy Gas Networks (SM)	<b>Pending</b>