

## Agenda

### UNC Offtake Arrangements Workgroup

**10.00am Monday 09 February 2023**

**via Teams: 0203 443 9666, Conference ID 386 841 061#**

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Item	Topic	Lead	Category
<b>1. Introduction and Status Review</b>			
1.1.	Approval of Minutes (16 January 2023)	Chair	Approval
1.2.	Approval of Late Papers	Chair	Discussion
1.3.	Review of Outstanding Actions	Chair	Discussion
<b>2. Significant Measurement Error Update EM011 - Thornton Curtis MTA</b>			
2.1.	Update on significant Measurement Errors ITE Report (s)	Cadent (DR)	Information
<b>3. Significant Measurement Error Update EA018 – Royston Measurement Error</b>			
3.1.	Update on significant Measurement Error	Cadent (DR)	Information
<b>4. Measurement Error Notification Guidelines Review (UNCC Request)</b>			
4.1.	End-to-end process	Chair	Discussion
4.2.	Communications		
<b>5. Network Initiatives (periodic updates)</b>		DNs	Information
<b>6. Pre-Modification Discussions</b>		Chair	Discussion
<b>7. Workgroups</b>			
7.1.	Modification 0829S - Updates to the Supplemental Agreement Amendments Process (Report to Panel 18 May 2023) <a href="https://www.gasgovernance.co.uk/0829">https://www.gasgovernance.co.uk/0829</a>	Cadent (SS)	Discussion
7.2.	Modification 0834S - Inclusion of the “Process for the Update and Retention of Shared Site Drawings” as a Subsidiary Document within the Offtake Arrangements Document (Report to Panel 20 April 2023) <a href="https://www.gasgovernance.co.uk/0834">https://www.gasgovernance.co.uk/0834</a>	National Grid (SR)	Discussion
<b>8. Any Other Business</b>		Chair	Discussion
<b>9. Diary Planning</b>		Chair	Information

**Action Table (as of 16 January 2023)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Target Date	Status Update
1001(c)	26/10/22	1.3	Workgroup Participants to review and consider the outcome of the external audit (when available) and take forward any recommendations for changes to the Reporting Guidelines.	Workgroup Participants	TBC	<b>Carried forward</b>
1002	26/10/22	1.3	(linked with action 1001) Joint Office (EF) to add agenda item for January Meeting 'Update of actions to identify Meter Errors' due – Jan. '23	Joint Office (EF)	TBC	<b>Carried forward</b>
1003 (b)	26/10/22	5.1	Cadent (DR) to provide feedback on how the Cadent Audit process will be shared and communicated between all the Networks.	Cadent (DR)	February 2023	<b>Carried forward</b>
1004	26/10/22	5.1	(linked with action 1003 (b)) All Networks to conduct an audit of the meter point process and share findings.	All Networks	February 2023	<b>Carried forward</b>
1005 (a)	26/10/22	5.1	Cadent (DR) to provide the scope for the auditing exercise to OAW.	Cadent (DR)	February 2023	<b>Carried forward</b>
0101	16/01/23		Cadent to coordinate a full review, with all GDNs, of the Measurement Error Notification Guidelines Document and provide suggestions of updates to this Workgroup.	Cadent (SS)	May 2023	<b>Pending</b>

## Agenda

### UNC Workgroup 0829S

#### Updates to the Supplemental Agreement Amendments Process

**10:00am Thursday 09 February 2023**

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*Please Note: This meeting will be considered during the Offtake Arrangements Workgroup. The Workgroup Report is due to be presented to the UNC Modification Panel by 18 May 2023.*

Item	Topic	Lead	Category
<b>1. Introduction and Status Review</b>			
1.1.	Approval of Minutes (16 January 2023)	Chair	Approval
1.2.	Approval of Late Papers		Approval
1.3.	Review of Outstanding Actions		Information
<b>2. Reconsideration of Business Rules</b>		Proposer (SS)	Discussion
<b>3. Review further considerations</b>		Proposer (SS)	Discussion
<b>4. Amended Modification</b>		Proposer (SS)	Discussion
<b>5. Development of Workgroup Report</b>		Chair	Discussion
<b>6. Next Steps</b>		Chair	Information
<b>7. Any Other Business</b>		Chair	Discussion
<b>8. Diary Planning</b>		Chair	Information

**Action Table (as of 16 January 2023)**

Action Ref	Meeting Date(s)	Minute Ref	Action	Owner	Reporting Date	Status Update
			No outstanding actions			

## Agenda

### UNC Workgroup 0834S

#### Inclusion of the “Process for the Update and Retention of Shared Site Drawings” as a Subsidiary Document within the Offtake Arrangements Document

**10:00 Thursday 09 February 2023**

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*Please Note: This meeting will be considered during the Offtake Arrangements Workgroup.  
The Workgroup Report is due to be presented to the UNC Modification Panel by 20 April 2023.*

Item	Topic	Lead	Category
1.	<b>Outline of Modification</b> <i>Proposer to explain the rationale for raising the Modification and the intended outcome, and any specific areas that the Workgroup needs to address.</i>	Proposer (SR)	Information
2.	<b>Initial Discussion</b>	Chair	Discussion
	2.1. Issues and Questions from Panel	Chair	Discussion
	2.1.1. Is there a consequential impact on Shippers?	Chair	Discussion
	2.2. Initial Representations	Chair	Discussion
	2.3. Terms of Reference ( <a href="https://www.gasgovernance.co.uk/0834">https://www.gasgovernance.co.uk/0834</a> )	Chair	Information
3.	<b>Next Steps</b>	Chair	Information
4.	<b>Any Other Business</b>	Chair	Discussion
5.	<b>Diary Planning</b>	Chair	Information