

A discussion paper by Penny Garner, Joint Office of Gas Transporters**Purpose**

The purpose of this paper is to provide a set of guidelines to be adopted by all Members of the Uniform Network Code (UNC) Modification Panel. The guidance is intended to help protect the reputation and work of the UNC Modification Panel and so maintain the trust of everyone that it interacts with.

The choices and decisions undertaken by the UNC Modification Panel really matter and are vital in shaping the future of the UK Gas Industry.

Background

Each of the Gas Transporters operating within England, Scotland and Wales are required under the terms of their Licence to establish and operate procedures for the Modification of the UNC and each Individual Network Code, so far as to better facilitate, consistently with the duties imposed on each Transporter under Section 9(1) and (2) of the Act.

To help facilitate the above, the UNC Modification Panel was established as an industry governance forum in which Modification Proposals and Requests could be discussed, quantified, reviewed and amended.

The Uniform Network Code Modification Panel

The UNC Modification Panel membership consists of: -

- An Independent Panel Chairperson – non-voting Member (except where a casting vote applies);
- Up to five (5) other Transporters' Representatives, being Voting Members;
- If appointed (or, as the case may be re-appointed), up to six (6) User' Representatives, being Voting Members;
- If appointed, the Independent Gas Transporters' Representative, being a Voting Member;
- If appointed, up to two (2) Consumers' Representative, being Voting Members;

- If appointed, an Ofgem Representative, being a non-voting Member;
- If appointed, the Terminal Operators' Representative, being a non-voting Member; and
- If appointed, the Independent Suppliers' Representative, being a non-voting Member.

The UNC Modification Panel meets monthly and has the capacity to call extraordinary meetings if required.

The Code Administrator (the Joint Office of Gas Transporters) provides meeting administration and secretariat duties; including provision of the UNC Modification Panel Secretary and Deputy Panel Chairperson (where required),

Code of Behaviour

The Code of Behaviour is based on the principals of openness, respect, integrity and professionalism.

1. Panel Members have a duty to ensure that the UNC Modification Panel Meeting is conducted in an environment in which, discussion can take place and all parties are respected regardless of their opinions.
2. Panel Members will be honest and will always act with integrity.
3. Panel Members will always conduct themselves in a professional manner and will refrain from making rude, insensitive or offensive comments. Panel Members will be courteous to other members, meeting participants and guests.
4. Panel Members will appropriately challenge behaviour that doesn't feel right.
5. Panel Members will play a full and active role in the work of the UNC Modification Panel.
6. Panel Members will be objective in their decision making. Panel Members will make decisions based on their benefit to the constituencies whom they represent, the wider industry and end consumers, rather than those of the commercial organisation that they are employed by.
7. Panel Members will be as open as possible about the decisions and actions that they take and should give reasons for any decisions or recommendations made.
8. Panel Members will act in good faith and are accountable for their behaviours.
9. Panel Members will always fulfil their duties responsibly.
10. Panel Members have a duty to declare potential Conflict of Interest(s) in writing to the Independent Panel Chair as soon as they become known. (Should we be more specific in defining conflicts)?

Joint Office 26/9/2018 15:19

Comment [1] : This could also be shared with Workgroups for adoption

Joint Office 26/9/2018 15:28

Comment [2] : How could this work for Transporter members? PAC company undertaking?

Draft for Comment

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11. Panel Members will not by their actions, disrupt meetings such as by making or receiving any telephone calls during the proceedings unless in the case of an emergency and with the prior permission of the Panel Chair.

Recommendations

1. The Code of Behaviour will be owned by Panel Members, with Members carrying a review from a request or as a minimum in June of each year.
2. A reference to the Code of Behaviour will be included in the UNC Modification Rules.
3. Any breaches of the above will be reported to the Independent Panel Chairperson for consideration.
4. It is proposed that moving forward, on an annual basis, in line with the new Gas Year, all UNC Modification Panel Members will be asked to sign up to and adhere to the Code of Behaviour
5. [Would sanctions need to apply in the Mod Rules should a Member refuse to sign. Does this need to be backed up with an employer agreement similar to PAC?].