

## UNC Workgroup 0668S Minutes

### Enabling permissions for the provision of information to Alt Han Company to support smart metering roll-out (including IGT Modification 116 - Enabling permissions for the provision of information to Alt Han Company to support smart metering roll-out)

Thursday 22 November 2018

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

#### Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Kully Jones (Secretary)	(KJ)	Joint Office
Alexander Mann	(AMa)	Gazprom
Alsarif Satti*	(AS)	Ofgem
Andy Clasper	(AC)	Cadent
Chris Warner	(CW)	Cadent
Dave Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Edward Fyfe*	(EF)	SGN
Ellie Rogers	(ER)	Xoserve
Gareth Evans	(GE)	Waters Wye Associates Ltd
John Cooper*	(JC)	BUUK
Kirsty Dudley*	(KD)	E.ON UK
Lorna Lewin*	(LL)	Orsted
Louise Hellyer*	(LH)	Total Gas & Power
Mark Jones*	(MJ)	SSE
Megan Coventry*	(MC)	SSE
Oorlagh Chapman*	(OC)	Centrica
Rachel Clarke*	(RC)	Gemserv Ltd
Richard Johnson	(RJ)	Xoserve
Richard Pomroy	(RP)	Wales & West Utilities
Sebastian Eyre*	(SE)	ESPUG
Shanna Key	(SK)	Northern Gas Networks
Shardul Pandit*	(SP)	Wales & West Utilities
Steve Britton*	(SB)	Cornwall Insight
Tracey Saunders	(TS)	Northern Gas Networks

\*via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0668/221118>

## 1. Introduction and Status Review

Bob Fletcher reminded Workgroup that this is a joint workgroup with the IGT UNC Workgroup 0116.

### 1.1. Approval of Minutes (25 October 2018)

The minutes from the previous meeting were approved.

## 2. Consideration of Amended Modification

Kirsty Dudley (KD) explained that the Modification had been amended to only provide permissions for a new *User Type* (Alt Han Company) and to align the IGTUNC Modification 116.

In response to a question from Shanna Key (SK), she confirmed that Modification 0649S - *Update to UNC to formalise the Data Permissions Matrix* has formally created the Data Permission Matrix as part of the UK Link Manual. Modification 0649S requires that the addition of a new User type (a new party to be recognised on the Data Permission Matrix) is undertaken by a UNC Modification. Once the new User type is created the approval for the release of data to the new User type is held by the Data Services Contract (DSC), Contract Management Committee.

In response to a further question, she also confirmed that the privacy impact assessment (PIA) would be undertaken through DSC Contract Management Committee as well as decisions on the options/data to be provided.

A brief debate then took place on the Data Permissions Matrix provided for discussion at the meeting. It was reiterated that this is not a change to the UNC but part of the UK Link Manual. BF queried if there is a requirement for Legal Text change to the UNC or is the Data Permissions Matrix the Legal Text?

Richard Pomroy (RP) suggested that a change would be needed to UNC Transportation Principal Document (TPD) Section V – General (5).

David Mitchell (DM) confirmed that work on the Legal Text will commence when the Modification has been finalised. The Workgroup agreed that a Alt Han Company would need to be added to TPD Section V5.

Kirsty Dudley agreed to amend the solution section of the Modification to make it an explicit requirement for Alt Han to be included in TPD Section V.

## 3. Review of questions/queries sent to the DSC Change Management Committee

Richard Johnson (RJ) informed the Workgroup that he had received some queries but many of them are no longer relevant following the implementation of UNC Modification 0649 and this Modification has been subsequently amended to reflect the changes.

## 4. Development of Workgroup Report

Deferred to the next meeting.

## 5. Review of Outstanding Actions

**Action 1001: E.ON (KD) to replicate the reasons for each data item within the Privacy Impact Assessment (PIA) Document.**

**Update:** BF confirmed that this is now part of the DSC Change process, so this action can be closed. **Closed**

**Action 1002: E.ON (KD) to amend the Modification and the Business Rules in relation to the sharing categories.**

**Update:** The Modification has been amended and published so this action was closed. **Closed**

**Action 1003: All to put all queries in writing to the DSC Change Management Committee any specific questions relating to the AltHANCo data/risks/PIA etc. These to be sent to Richard Johnson in the first instance: <http://Richard.johnson@xoserve.com>**

**Update:** RJ confirmed that he had received some queries which he had responded to. Workgroup agreed that this action could be closed. **Closed**

**6. Next Steps**

BF confirmed that the focus of the next meeting would be to review the amended Modification, review the Legal Text (if available) and to conclude the Workgroup Report.

Dave Addison (DA) indicated that Xoserve timetable means that the DSC Contract Committee would need to approve the Data Permissions Matrix at the February meeting. The tight timescales might mean that conditional approval is sought in advance of the approval of this Modification and that this had been done before. KD stated that the DSC Contract Committee had discussed this Modification at this month’s meeting so some of the preparation work was in already in place, but a further discussion would be needed when the detail was available.

Following a brief discussion on the timetable in the context of Xoserve’s timetable to make changes and factoring in the Christmas period a revised timetable was agreed as follows:

Completion of Workgroup Report	17 December 2018
Consideration by Modification Panel (short notice)	20 December 2018
Consultation close out	10 January 2019
Consideration of Final Modification Report by Panel	17 January 2019
Implementation date	8 February 2019

BF checked with Rachel Cooper (RC) if this revised timetable was suitable for UNC IGT Code.

**7. Any Other Business**

None.

**8. Diary Planning**

*Further details of planned meetings are available at:*

<https://www.gasgovernance.co.uk/events-calendar/month>

Time / Date	Venue	Workgroup Programme
10.30, Monday 17 December 2018	Elexon, 350 Euston Road, London NW1 3AW	<ul style="list-style-type: none"> <li>Amended Modification</li> <li>Legal Text</li> </ul>

		<ul style="list-style-type: none"> <li>Development and Completion of Workgroup Report</li> </ul>
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**Action Table (as at 22 November 2018)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1001	25/10/18	2.0	E.ON (KD) to replicate the reasons for each data item within the Privacy Impact Assessment (PIA) Document.	E.ON (KD)	<b>Closed</b>
1002	25/10/18	3.0	E.ON (KD) to amend the Modification and the Business Rules in relation to the sharing categories.	E.ON (KD)	<b>Closed</b>
1003	25/10/18	4.0	All to put all queries in writing to the DSC Change Management Committee any specific questions relating to the AltHANCo data/risks/PIA etc. These to be sent to Richard Johnson in the first instance: <a href="mailto:Richard.johnson@xoserve.com">http://Richard.johnson@xoserve.com</a>	ALL	<b>Closed</b>