

## UNC Unidentified Gas Workgroup Minutes

Tuesday 17 March 2020

Via Teleconference

### Attendees

|                               |       |                       |
|-------------------------------|-------|-----------------------|
| Loraine O'Shaughnessy (Chair) | (LOS) | Joint Office          |
| Karen Visgarda (Secretary)    | (KV)  | Joint Office          |
| Andy Clasper                  | (AC)  | Cadent                |
| Carl Whitehouse               | (CW)  | Shell Energy          |
| David Mitchell                | (DM)  | SGN                   |
| Ellie Rogers                  | (ER)  | Xoserve (0691S only)  |
| Fiona Cottam                  | (FC)  | Xoserve               |
| Kirsty Dudley                 | (KD)  | E.ON                  |
| Louise Hellyer                | (LH)  | Total                 |
| Phil Lucas                    | (PL)  | National Grid         |
| Rhys Kealley                  | (RK)  | British Gas           |
| Rob Johnson                   | (RJ)  | Waters Wye Associates |
| Rose Kimber                   | (RK)  | CNG Ltd               |
| Stephanie Clements            | (SK)  | Scottish Power        |
| Steven Britton                | (SB)  | Cornwall Insight      |

*\*via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/uig/170320>

### 1. Introduction and Status Review

#### 1.1. Approval of Minutes (25 February 2020)

The minutes from the previous meeting were approved.

#### 1.2. Pre-Modification Discussions

##### 1.2.1. Requirements for Converter installation (LH)

Louise Hellyer (LH) explained that it was very early days in the development of this proposed Modification and that it was in relation to the fact there is currently no requirement regarding the installation and removal of converters. She welcomed suggestions and ideas and explained that a discussion had also taken place in the Distribution Workgroup surrounding proposed guideline principles.

David Mitchell (DM) questioned which Workgroup this should be allocated to from a Governance perspective and he added that he was not convinced that UIG would be the most appropriate Workgroup. He advised that there should be a clear and defined plan as to where this should sit and that it might be a MAM process.

LH said that all suggestions and advice would be greatly received, and that people could contact her via the Joint Office email: [enquiries@gasgovernance.co.uk](mailto:enquiries@gasgovernance.co.uk) or directly and she said that the development process of the Modification was likely to take quite a few months.

**New Action 0301:** All Workgroup participants to forward suggestions to Louise Hellyer via the Joint Office email: [enquiries@gasgovernance.co.uk](mailto:enquiries@gasgovernance.co.uk) or directly, in relation to the proposed Modification; Requirements for Converter installation guidelines.

### 1.2.2. Update to Allocation of Unidentified Gas process governance (RK)

LO advised workgroup that Rhys Kealley (RK) had given a Pre-Modification discussion at the February UIG meeting and whilst he had advised that a Modification would be raised imminently, RK had advised, that further work was still required in the drafting. LO requested RK to provide a further update. RK reiterated that the Modification was to address three areas; voting arrangements at the UNCC, addressing stability between draft and modified/final AUG tables and establishing a route of appeal. He added the Modification was to propose a change to the voting mechanism and the consultation process involved with the AUGE process, together with exploring the appeal process.

RK explained that he was going to have a one to one discussion with Ofgem on how they would see the process evolving and that he was also going to speak with ICoSS as well. He said once these discussions had taken place, his intention was to bring a Request or a Draft Modification to the Workgroup in the coming months. RK said that if the process was deemed to be fairly straight forward then he would produce a Draft Modification, but if there was a large percentage of complexity, then he would present a Request, which initially he felt might be more appropriate due to the table and the percentage of proposed change that would be involved.

He added that in relation to the appeal route, his initial thoughts were to explore the UNC appeals procedure with the intention of adapting the process. He said he was going to have a further conversation with Ofgem to incorporate joint synergies into the Modification and thereby taking a generic approach, and hopefully reducing the timeline for development, as a decision would need to be made by 01 October 2020 for gas years 2021/2022, with the Modification itself being presented to Panel late 2020.

RK asked Rob Johnson (RJ) if Gareth Evans had made any comments on this proposed Modification and RJ said he was not aware, but that he would speak to Gareth directly and get him to contact RK on this topic.

RK welcomed all suggestions and thoughts from the Workgroup participants on this matter.

**New Action 0302:** All Workgroup participants to forward suggestions to Rhys Kealley via the Joint Office email: [enquiries@gasgovernance.co.uk](mailto:enquiries@gasgovernance.co.uk) or directly, in relation to the proposed Modification; Allocation of Unidentified Gas process governance.

## 2. Review of UIG Task Force Recommendations Tracker

FC provided a walkthrough of this latest version of the tracker and highlighted progress against each of the topics discussed as this had not been discussed for a couple of months due to time constraints. since the January meeting.

FC confirmed that the Tracker would be updated and sent to the Joint Office for further publication on the page for this meeting:

FC referred to the latest UIG Taskforce Recommendations Tracker at:  
<https://www.gasgovernance.co.uk/uig/170320>

FC reported there are 8 items left and explained that there was the possibility that Modification 0699 - *Incentivise Read Submission Performance using additional Charges* might be re-raised by British Gas, although RK said he was not in a position to comment on this matter at the present time.

RK asked if there was an update on Modification 0692S - *Automatic updates to Meter Read Frequency* from Ofgem yet in relation to the appeal. All agreed that Ofgem were still to provide a decision regarding this matter.

### 3. EUC07-08 Analysis Review (FC)

Fiona Cottam (FC) provided an overview of the *Analysis of EUC 07 & 08 Sites* and she explained that this was in relation to the action: “*Discussion on UIG Task Force Recommendation 3.2.5, Recommendation 6a “Make Class 2 mandatory for sites in EUC [07] and above”* raised in December 2019 and that it also dated back to the UIG Task Force recommendations.

She explained that it was in relation to the inaccurate out of date AQ's and meter read frequency in Class 3 and Class 4, including the take-up in the WAR Band EUCs and the time since the last meter reading.

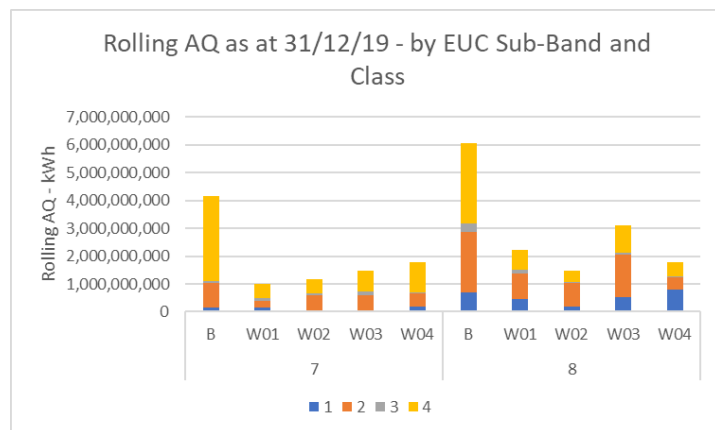
She then provided a high-level walkthrough of the presentation and drew attention to specific areas of interest, the presentation can be viewed via:

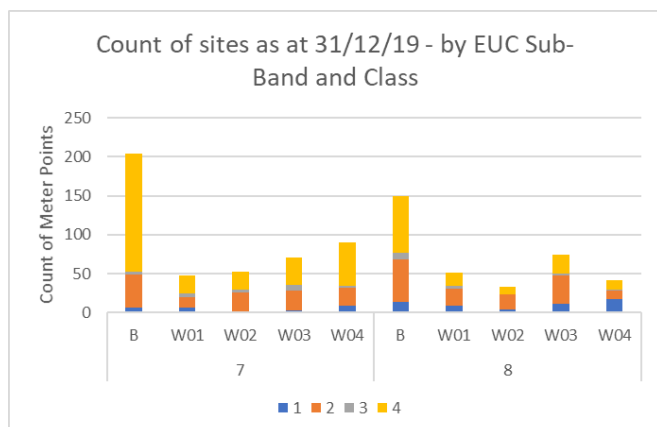
<https://www.gasgovernance.co.uk/uig/170320>

FC said that the table below was a summary of statistics as at 31/12/19, and that this represented approximately 4.5% of the total LDZ AQ's.

| EUC   | Count of MPRs | Total Rolling AQ |
|-------|---------------|------------------|
| 07    | 466           | 9.5 tWh          |
| 08    | 351           | 14.6 tWh         |
| Total | 817           | 24.2 tWh         |

FC talked through the breakdown of the EUC 07 and 08 as detailed in the tables below:





FC provided an overview of the take-up of WAR Bands by Class and EUC (as % of an AQ) as detailed below:

| Class  |     | 1   | 2   | 3   | 4   | Total |
|--------|-----|-----|-----|-----|-----|-------|
| EUC 07 | B   | 28% | 33% | 17% | 52% | 43%   |
|        | W01 | 26% | 10% | 21% | 8%  | 10%   |
|        | W02 | 4%  | 21% | 19% | 8%  | 12%   |
|        | W03 | 10% | 19% | 31% | 13% | 15%   |
|        | W04 | 32% | 17% | 13% | 19% | 19%   |
| EUC 08 | B   | 26% | 37% | 53% | 52% | 41%   |
|        | W01 | 18% | 15% | 21% | 14% | 15%   |
|        | W02 | 7%  | 14% | 9%  | 7%  | 10%   |
|        | W03 | 20% | 26% | 11% | 18% | 21%   |
|        | W04 | 30% | 8%  | 6%  | 9%  | 12%   |

Kirsty Dudley (KD) wanted to know what the risks were if a Modification was not raised to address this issue, and whether this would encourage poor behaviour. FC said that presently there are a large amount of AQ's that had not had a meter read for a long period of time and that the Performance Assurance Committee (PAC) were interested in getting sites to perform these meter reads, and that the MAMs were involved from a read performance perspective.

David Mitchell (DM) asked if this 'bucket' included the CSEP sites too and FC confirmed this was correct, although she added that historically IGTs did not always provide a WAR Band breakdown. She added, that since Nexus the Rolling AQ process applies to these sites in the same way as directly connected and that would be put in a WAR Band if there is a good read history which in turn eliminates the need for the IGT to provide this information on the End User category. DM asked if there could be a backlog post Nexus and FC said that yes there could be sites that still don't have enough read history, but that the IGT site would follow the same process as directly connected.

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A brief general discussion then took place regarding the threshold limit of PC1 and PC2. LH suggested that would be cleaner to lower the threshold for Class 1, rather than have mandatory and voluntary Class 2 population.

FC concluded the overview of the presentation and said the possible next steps were to consider the materiality of these sites and also to consider if a Modification proposal could make Class mandatory above EUC07, and whether this would be beneficial, feasible and worthwhile, so a sponsor was being sought in this regard.

**Deleted:** A brief general discussion then took place regarding the threshold limit of SCT1 and

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#### 4. Workgroups

##### 4.1. 0672 – Target, Measure and Reporting Product Class 4 Read Performance

(Report to Panel 16 April 2020)

[www.gasgovernance.co.uk/0672](http://www.gasgovernance.co.uk/0672)

##### 4.2. 0691S - CDSP to convert Class 3 or 4 meter points to Class 1 when G1.6.15 criteria are met

(Report to Panel 19 March 2020)

[www.gasgovernance.co.uk/0691](http://www.gasgovernance.co.uk/0691)

##### 4.3. 0693R - Treatment of kWh error arising from statutory volume-energy conversion

(Report to Panel 18 June 2020)

[www.gasgovernance.co.uk/0693](http://www.gasgovernance.co.uk/0693)

#### 5. Issues

None raised.

#### 6. Review of Outstanding Actions

**Action 0201:** All to consider Xoserve's analysis of EUC07 - EUC08 sites and provide views at the March meeting on whether one of the recommendations is worth progressing (<https://www.gasgovernance.co.uk/uiq/170320>)

**Update:** FC confirmed this action could be closed as the analysis had been shared and discussed. **Closed.**

#### 7. Any Other Business

None.

#### 8. Next Steps

Review of UIG Task Force Recommendations Tracker

Continue progress with UIG Modification Assessments.

#### 9. Diary Planning

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

Workgroup meetings will take place as follows:

| Time / Date                    | Paper Publication Deadline             | Venue   | Programme  |
|--------------------------------|--|---|--|
| 10:30 Tuesday<br>21 April 2020 | 5pm Thursday<br>09 April 2020<br>(BHs) | Via Teleconference  | Standard Agenda including<br>Review of UIG Task Force Recommendations Tracker<br>UIG Modification Assessments. |
| 10:30 Tuesday<br>19 May 2020   | 5pm Monday<br>11 May 2020              | Via Teleconference  | Standard Agenda  |
| 10:30 Tuesday<br>16 June 2020  | 5pm Monday<br>08 June 2020             | Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA | Standard Agenda  |

Action Table (as at 17 March 2020)

| Action Ref | Meeting Date | Minute Ref | Action  | Owner | Status Update |
|------------|--------------|------------|---|-------|---------------|
| 0201       | 25/02/20     | 6.1        | All to consider Xoserve's analysis of EUC07 - EUC08 sites and provide views at the March meeting on whether one of the recommendations is worth progressing ( <a href="https://www.gasgovernance.co.uk/uig/170320">https://www.gasgovernance.co.uk/uig/170320</a> )                         | All   | Closed        |
| 0301       | 17/03/20     | 1.21.      | All Workgroup participants to forward suggestions to Louise Hellyer via the Joint Office email: <a href="mailto:enquiries@gasgovernance.co.uk">enquiries@gasgovernance.co.uk</a> or directly, in relation to the proposed Modification; Requirements for Converter installation guidelines. | All   | Pending       |
| 0302       | 17/03/20     | 1.2.2      | All Workgroup participants to forward suggestions to Rhys Kealley via the Joint Office email: <a href="mailto:enquiries@gasgovernance.co.uk">enquiries@gasgovernance.co.uk</a> or directly, in relation to the proposed Modification; Allocation of Unidentified Gas process governance.    | All   | Pending       |