

UNC Unidentified Gas Workgroup Minutes

Tuesday 16 June 2020

Via Teleconference

Attendees

Lorraine O'Shaughnessy (Chair)	(LOS)	Joint Office
Karen Visgarda (Secretary)	(KV)	Joint Office
Andy Clasper	(AC)	Cadent
Carl Whitehouse	(CW)	Shell UK
David Mitchell	(DM)	SGN
Ellie Rogers	(ER)	Xoserve
Fiona Cottam	(FC)	Xoserve
Kirsty Dudley	(KD)	E.ON
Lorna Lewin	(LL)	Orsted
Luke Reeves	(LR)	EDF Energy
Mark Jones	(MJ)	SSE
Mark Palmer	(MP)	Orsted
Phil Lucas	(PL)	National Grid
Rhys Kealley	(RK)	British Gas
Rose Kimber	(RKi)	CNG
Sallyann Blackett	(SB)	E.ON
Steven Britton	(SBr)	Cornwall Insight
Steve Walker	(SW)	PFP Energy

Apologies

Louise Hellyer (LH) Total Gas & Power)

**via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/uig/160620>

1. Introduction and Status Review

Lorraine O'Shaughnessy (LOS) welcomed everyone to the meeting.

1.1. Approval of Minutes (19 May 2020)

The minutes from the previous meeting were approved.

1.2. Approval of Late Papers

(LOS) said that the UIG Task Force Recommendations Tracker had subsequently been updated with a summary and so had been published late

1.3. Pre-Modification Discussions

No Pre-Modifications discussions took place.

2. Review of UIG Task Force Recommendations Tracker

Fiona Cottam (FC) provided a high-level summary as detailed below and explained that there were only 13 items left.

Summary

Background

FC explained that Unidentified Task Force (which Xoserve ran from September 2018 until March 2020) was set up to investigate the causes of Unidentified Gas (UIG) and were tasked with making recommendations to address the known causes of UIG. In total the Task Force made c. 95 recommendations, which were presented at meetings of the UNC UIG Workgroup.

Xoserve then tracked those recommendations through to closure, completion or awaiting sponsorship of a Modification.

Latest position

At the request of the UIG Workgroup in May, all recommendations were covered by an n-flight or approved UNC Modifications or closed down.

As at 19 May 2020 those remaining open recommendations were as follows:

Issue 12.2 (Use of a standard volume-to-energy conversion factor) - 9 options to address/mitigate the finding - Review Group 0693R continues to consider these options as part of its investigations

Issue 3.2.5 (Inaccurate / Out of date AQs) - 3 possible UNC Mods drafted, no sponsor identified; 1 possible UNC Modification - not yet drafted, no sponsor identified

FC reiterated that the UIG Taskforce Recommendations Tracker would be kept live and that she would be providing a communication once the UIG Workgroup was officially closed as to where and how this could be accessed in the future.

LOS said that in relation to the existing Workgroups; 0664 - Transfer of Sites with Low Valid Meter Reading Submission Performance from Classes 2 and 3 into Class 4, 0691S - CDSP to convert Class 3 or 4 meter points to Class 1 when G1.6.15 criteria are met, and 0693R - Treatment of kWh error arising from statutory volume-energy conversion, with the intention that both 0664 and 0691S are due to be submitted to the July 2020 Panel and that 0693R would subsequently move to the Distribution Workgroup in August. She said it was her intention to hold the 28 July 2020 UIG meeting in order to finalise both 0664 and 0691S.

Rhys Kealley (RK) questioned the level of UIG over the last couple of weeks and said that it was his understanding that the levels should have reduced and yet they were moving back towards -10 on an occasional basis and questioned this.

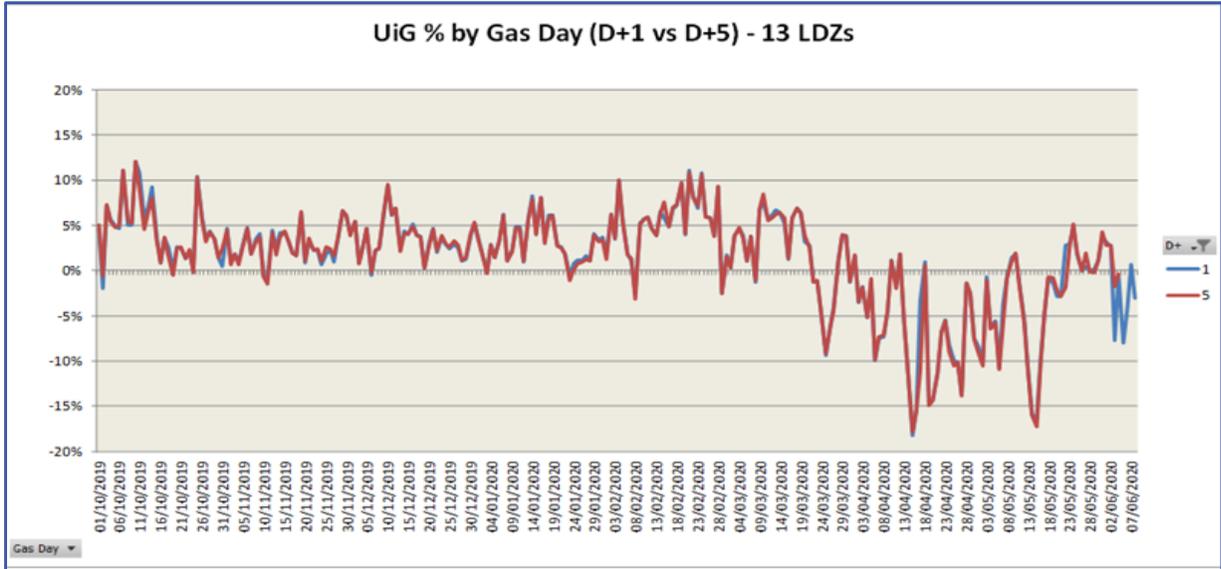
FC said that the UIG figure had turned negative during the second half of March due to COVID-19, as it was more like a Bank Holiday period because of increased demand during the enforced lockdown, which clearly had not been factored into the previous calculations. She added that this was the case for May also as there would normally have been a half Term Break, as this did not take place as a result of the pandemic. She said likewise, in late May the implementation of *Modification 0722 - Allow Users to submit Estimated Meter Reading during COVID-19* had taken affect at the point of allocation, which also had an affect.

FC advised Workgroup where they could find on the Xoserve Website, information pertaining to the UIG which is this could be accessed via the link:

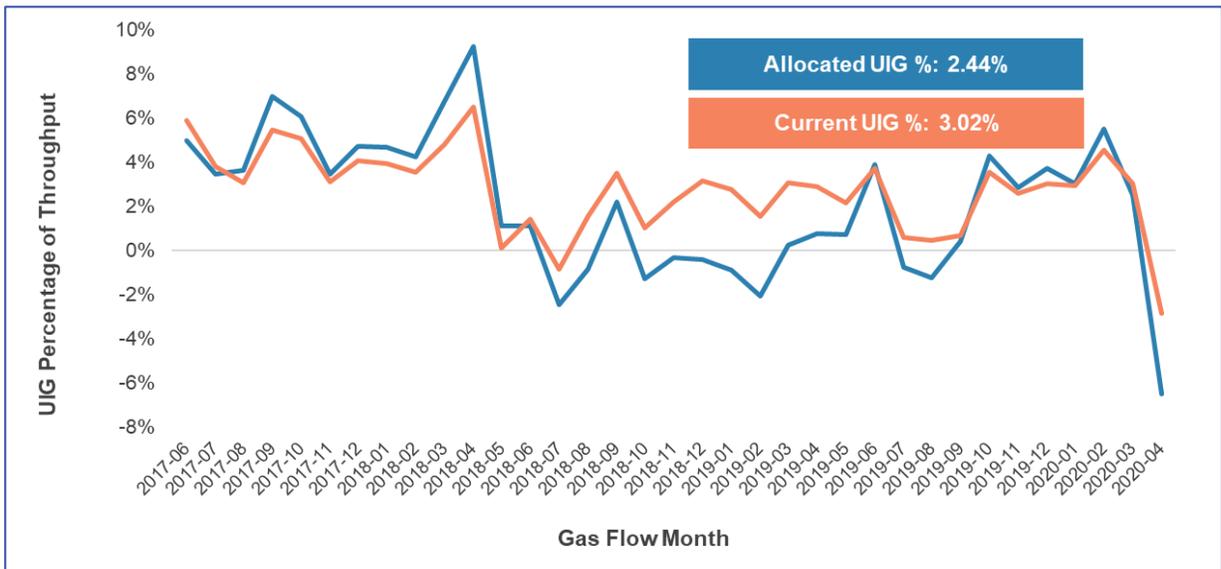
<https://www.xoserve.com/services/issue-management/unidentified-gas-uir/#useful-links>

FC then walked through the following two schematics that provided a visual representation of the latest status in relation to the UIG.

Daily UIG since start of Gas Year 2019/20



UIG as a % of Total Throughput – Original v Latest as at April 2020 Amendment Invoice



RK said that the explanation and graphs had provided the necessary clarification he had been seeking.

FC said the latest UIG Taskforce Recommendations Tracker could be viewed at:

<https://www.gasgovernance.co.uk/uir/160620>

LOS said that in order to keep the UIG topic visible and still live she would ensure a standing agenda item was placed on the August 2020 and subsequent Distribution Workgroup agendas.

New Action 0601: Joint Office (LOS) to ensure an agenda item is listed on the Distribution Workgroup Meetings agenda for UIG from August 2020 onwards.

3. Review of Outstanding Actions

Action 0402: All to respond directly to Fiona Cottam; fiona.cottam@xoserve.com should they wish to sponsor the EUC07-80 Analysis Review Modification.

Update: FC said that she had not received any responses and confirmed this action could be closed and added that anyone could contact her directly. **Closed**

Action 0501: All to review the outstanding issues within the UIG Taskforce Recommendations Tracker, if not already associated to a live Modification and contact Fiona Cottam: fiona.cottam@xoserve.com directly should they wish to sponsor any of the outstanding issues and raise a Modification.

Update: FC said that she had not received any further correspondence and so the action could be closed. **Closed**

Action 0502: Joint Office (LOS) to signpost where the UIG Taskforce Recommendations Tracker has been published once the UIG Workgroup has been disbanded and FC to supply a summary document to published with the Tracker.

Update: FC and LOS said that once the UIG Workgroup was officially closed following the 28 July 2020 meeting then they would provide 'sign posting' communication regarding where the UIG Taskforce Recommendations Tracker information could be accessed. Closed. **Closed**

4. Workgroups

4.1. 0664 - Transfer of Sites with Low Valid Meter Reading Submission Performance from Classes 2 and 3 into Class 4

(Report to Panel 20 August 2020)

<https://www.gasgovernance.co.uk/0664>

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 16 July 2020)

www.gasgovernance.co.uk/0691

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

(Report to Panel 15 October 2020)

www.gasgovernance.co.uk/0693

5. COVID-19 Issues

No COVID-19 related issues were raised.

6. Issues

None

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 28 July 2020	5pm Monday 20 July 2020	Via Teleconference	Review of UIG Task Force Recommendations Tracker UIG Modification Assessments.

Action Table (as at 16 June 2020)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0402	21/04/20	3.0	All to respond directly to Fiona Cottam; fiona.cottam@xoserve.com should they wish to sponsor the EUC07-80 Analysis Review Modification.	All	Closed
0501	19/0520	1.0	All to review the outstanding issues within the UIG Taskforce Recommendations Tracker, if not already associated to a live Modification and contact Fiona Cottam: fiona.cottam@xoserve.com directly should they wish to sponsor any of the outstanding issues and raise a Modification.	All	Closed
0502	19/05/20	1.0	Joint Office (LOS) to signpost where the UIG Taskforce Recommendations Tracker has been published once the UIG Workgroup has been disbanded and FC to supply a summary document to published with the Tracker.	Joint Office (LOS)	Closed
0601	16/06/20	2.0	Joint Office (LOS) to ensure an agenda item is listed on the Distribution Workgroup Meeting agendas for UIG from August 2020 onwards.	Joint Office (LOS)	Pending