

**UNC Governance Workgroup Minutes  
Monday 06 November 2023  
And Via Microsoft Teams**

<b>Attendees</b>		
Kate Elleman	(KE)	Joint Office
Tanaka Tizirai	(TT)	Joint Office
Andy Clasper	(AC)	Cadent
Charlotte Gilbert	(CG)	BU-UK
Edward Allard	(EA)	Cadent
Ellie Rogers	(ER)	Xoserve
Gregory Edwards	(GE)	Centrica
Jayne McGlone	(JM)	Xoserve (CDSP)
Kirsty Ingham (away from 11am)	(KI)	Centrica
Marina Papathoma	(MP)	Wales & West Utilities
Mark Cockayne	(MC)	Northern Gas Networks
Mark Jones	(MJ)	SSE
Sally Hardman	(SHa)	SGN
Steve Mulinganie	(SM)	SEFE
Tracey Saunders	(TS)	Northern Gas Networks
Kate Elleman	(KE)	Joint Office

*This Workgroup meeting will be considered quorate provided at least two Transporter and two Shipper User representatives are present.*

*Please note these minutes do not replicate/include detailed content provided within the presentation slides, therefore it is recommended that the published presentation material is reviewed in conjunction with these minutes. Copies of all papers are available at: <https://www.gasgovernance.co.uk/gov/061123>*

**1. Introduction**

Kate Elleman (KE) welcomed all parties to the meeting and confirmed the meeting to be quorate.

**1.1 Approval of minutes (10 October 2023)**

The minutes from 10 October 2023 were approved.

**1.2 Approval of Late Papers**

No late papers to approve.

**1.3 Review of outstanding Actions & Issues Log**

No actions outstanding.

## 1.4 Modifications with Ofgem

The workgroup reviewed the latest Ofgem updates on Modification awaiting Authority Decisions.

Modification	Estimated Decision Date
0696V - Addressing inequities between Capacity booking under the UNC and arrangements set out in relevant NExAs	Rejected 29 September 2023
0761 - Arrangements for Interconnectors with additional Storage capability	Rejected 24 August 2023
0808 - Reverse Compression	20 October 2023
0823 - Amendment to the Allocation of Entry Capacity and Flow Quantities to Qualifying CNCCD Routes	22 December 2023
0839 - Revision of the Modification Panel Membership Cessation Provisions	12 January 2024
0846 - Use of Entry Capacity Holdings at Easington at the Rough Storage ASEP in Winter 2023/2024	Approved 14 September 2023

Charlotte Gilbert (CG) mentioned to the Chair that her notes state modification 0808 is set for a decision on 10 November 2023 and not 20 October 2023.

Chair mentioned that the panel minutes will be updated accordingly to reflect the correct date.

## 1.5 Pre-Modifications Discussions

None discussed.

## 2. Workgroups

### 2.1 Modification 0841 – Introduction of cost efficiency and transparency requirements for the CDSP Budget

(Report to Panel 15 February 2024)

<https://www.gasgovernance.co.uk/0841>

## 3. New Issues

### 3.1 Enabling Modifications

Tracey Saunders (TS) explained that issue around “enabling modification” was due to the lack of definition of what it entails. However, she expressed that this can be deferred as she will revisit her previous panel notes.

Chair noted that if still deemed relevant it can be discussed in the upcoming panel meeting.

Chair further noted that there is a document which defines the terms “ancillary document” and “subsidiary document” terms and whether they are retained amongst other things.

TS mentioned that the document does not define what the term “UNC related document” is and it simply provides information on how they are treated.

Chair presented a summary note document produced by Bob Fletcher.

TS noted that the definition within the summary note is useful.

Jayne McGlone (JMc) queried as to whether the Business Plan Information Rules (BPIR), which is an associated document of modification 0841, should be UNC related document and it is not clear why it would not be considered a DSC related documents due to the impact it has on the CDSP.

TS asked who retains governance over the CDSP documents.

JMc confirmed that it depends on whether the change is defined as a DSC change or as a modification.

TS sought clarity as to whom makes that final decision, as she holds the view that the current position is best because the DSC Contract Committee is lower form of governance compare to the UNCC, which is where a UNC related document would be approved

Gregory Edwards (GE) clarified that any CDSP service document follows a defined change process and the ultimate governing body would be Change Management Committee.

TS wanted to know whether Change Management Committee state that a change is a material change and should proceed as a modification.

GE clarified that they have the authority to make the changes themselves with the exception of the terms and conditions. The terms and conditions document can only be changed via a modification.

TS noted that further to the clarification that she would only be happy, as proposer of modification 0841A, with it progressing under the existing route which has UNCC sign-off.

JMc noted that the changes to the CDSP document proceed to the DSC Contract Committee for approval.

TS raised a concern that she does not want it to go to Contract or Change because of the difference in weighting because the difference in voting arrangements.

Chair summarised that from she has heard that both proposers would like the Business Plan Information Rules (BPIR) to be considered a UNC related document as opposed as to a DSC related document.

### **3.2 Changing Votes**

Chair mentioned that this item relates to the possibility of a panel member changing a vote post holding a determination vote. This item follows an incident at the October 2023 panel meeting, where a panel member requested to change a vote already given, after the meeting had moved onto another topic. The chair of the meeting allowed the change, however, it was agreed that the matter should be discussed by the Governance Workgroup.

Chair shared her view, for discussion with the workgroup, that firstly, no votes can be changed after panel has moved onto the subsequent topic; secondly, panel members have access to all documents 5 working days in advance of the meeting i.e. pre-reading is expected; thirdly, the panel Chair message is issued in advance and it is expected that panel members should have an idea of how they intend to vote, particularly if they have will be appointing an alternate for the meeting; and lastly, the Joint Office offers a pre-panel telephone call for anyone who would like more information. Ultimately, at the point panel members are asked to vote, they should not be allowed to revert back later within the meeting.

TS and Stephen Mulinganie agreed with the views of the Chair. It was also noted that during the voting process the votes are captured live, on screen, so every panel member has an opportunity to amend their vote at that point in time. It was agreed that the only exception would be for 'manifest error'.

## **4. Any Other Business**

TS raised a question around whether it is expected that the lawyers of the legal text providers should review documents that are not part of the modification's business rules but are considered associated documents. In particular where the documents is placing obligations on parties.

Chair asked whether TS would able to discuss the matter with the other transporters as it is the transporters who provide the legal text.

TS agreed to take the matter away and discuss with the others and will report back to the upcoming governance workgroup meeting to present the views of the other transporters.

### **Diary Planning**

Further details of planned meetings are available at: [www.gasgovernance.co.uk/events-calendar/month](http://www.gasgovernance.co.uk/events-calendar/month)

Workgroup meetings will take place as follows:

<b>Time/Date</b>	<b>Meeting Paper Deadline</b>	<b>Venue</b>	<b>Programme</b>
10:00 Monday 04 December 2023	5pm Tuesday 28 November 2023	Microsoft Teams	Standard Agenda