

# UNC Offtake Arrangements Workgroup Minutes

## Monday 06 February 2017

### via Teleconference

#### Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HC)	Joint Office
Bethan Winter	(BW)	Wales & West Utilities
Catherine Lister	(CL)	Wales & West Utilities
David Mitchell	(DM)	Scotia Gas Networks
Helen Bennett	(HB)	Joint Office
Mark Jones	(MJ)	SSE
Shiv Singh	(SSi)	National Grid Gas Distribution
Simon Howard	(SH)	National Grid

Copies of all papers are available at: <http://www.gasgovernance.co.uk/OA/060217>

#### 1. Introduction and Status Review

Noted as an informal meeting without two Shippers being present.

##### 1.1. Approval of Minutes (25 October 2016)

The minutes of the previous meeting were approved.

#### 2. 2017/18 Shrinkage Proposals (<http://www.gasgovernance.co.uk/sf/17-18initial>)

Item deferred no update provided.

#### 3. Measurement Error Guidelines Amendment Update

(<http://www.gasgovernance.co.uk/OADDocs>)

DM confirmed that Scotia Gas Networks (SGN) had reviewed the Measurement Error Guidelines to remove the requirement for two Independent Technical Experts (ITEs) for Significant Measurement Errors (SMEs) greater than 500GWhs.

DM highlighted the changes to the Workgroup. He noted that at the previous meeting some general comments were made with regards to the ITE selection process which SGN will pick up and discuss further with other interested parties.

The Workgroup briefly discussed the potential of two ITEs having a different views on an error and this may be instrumental in retaining the option for two. DM highlighted that for the last SME in Aberdeen the two appointed ITEs did not have conflicting views and that both consulted with the same fluid dynamics expert to provide a report.

Some concern was expressed about Shipper attendance and the opportunity to consider the changes. It was suggested that the changes should be discussed with parties who had recently expressed an interest in the process such as Graham Wood, British Gas and Collete Baldwin, E.ON to ensure Shippers have been actively engaged and agree with the suggested changes. MJ and MD confirmed that they would ensure the Shippers that normally attend were aware of the changes.

DM confirmed his intention to submit the proposed changes to the March UNCC meeting for approval following discussion with Shippers.

BF also suggested that SGN should consider reviewing the document with Xoserve to assess if any terminology needs to be updated to reflect the introduction of the Central Data Service Provider (CDSP). He suggested that DM contacts Andy Miller before the document is submitted to the UNCC for approval.

#### 4. ME2 document review update (<http://www.gasgovernance.co.uk/OADDocs>)

DM provided an update on the review of the ME2 documents. He confirmed the need to decide what is the most efficient way to deal with a review. He suggested that a committee is established to review the ME2 process and consider procuring a service from a 3<sup>rd</sup> Party to review the ME2 documents.

BF suggested that the Transporters would need to agree the cost allocation, perhaps through an appropriate Gas Transporter Management Meeting or alternatively through JGAC to consider any separate funding.

It was agreed to take the item offline for general industry discussion.

#### 5. Issues

None raised.

#### 6. Review of Outstanding Actions

**OAW1001:** *Reference Measurement Errors Guideline document* - Scotia Gas Networks (DM) to consider points raised in Workgroup discussions with a view to providing a change marked version of the document for consideration at a future meeting.

**Update:** See item 3.0. **Closed.**

#### 7. Any Other Business

DM enquired if the Measurement Error Guidelines/Process required additional status reporting for further clarification/monitoring of errors. HC confirmed that this had been discussed at previous meetings and Andrew Finch, National Grid Gas Distribution, had in the past suggested additional statuses. HC confirmed that any additional status would need to be collectively agreed to ensure consistent Transporter reporting and that these would need to be incorporated into the guidelines, along with changing the Notification Template and Measurement Error Register Template. HC explained that the Joint Office would support the publication of necessary documentation as provided by the Transporters and required by the process.

#### 8. Diary Planning

No further meetings were planned. Further meetings will be arranged if deemed necessary.

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

Time/Date	Venue	Programme
		<ul style="list-style-type: none"> <li>To be arranged if deemed necessary.</li> </ul>

Action Table (06 February 2017)					
Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
OAW1001	25/10/16	4.	<i>Reference Measurement Errors Guideline document</i> - Scotia Gas Networks (DM) to consider points raised in Workgroup discussions with a view to providing a change marked version of the document for consideration at a future meeting.	Scotia Gas Networks (DM)	<b>Closed</b>