

**UNC Request Workgroup 0646R Minutes
Review of the Offtake Arrangements Document**

Wednesday 05 February 2020

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

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HC)	Joint Office
Arran Poad *	(AP)	Northern Gas Networks
Ben Hanley *	(BH)	Northern Gas Networks
Darren Dunkley	(DD)	Cadent
David Mitchell *	(DM)	SGN
Leteria Beccano	(LB)	Wales & West Utilities
Louise McGoldrick	(LM)	National Grid NTS
Shiv Singh	(SS)	Cadent
Stephen Ruane	(SR)	National Grid NTS
Stevie Docherty *	(SD)	Northern Gas Networks

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0646/050220>

The Workgroup Report is due to be presented at the UNC Modification Panel by 16 April 2020.

1. Introduction and Status Review.

Bob Fletcher (BF) welcomed everyone to the meeting.

1.1. Approval of Minutes (06 January 2020)

The meetings of the previous meeting were approved.

1.2. Review of Outstanding Actions

0101: All to provide comments to Cadent (DD) on the proposed OAD security provisions by the end of January.

Update: Deferred until March. **Carried Forward.**

Action transferred from 0683S on 05 February 2020

- **1207 (0683):** Cadent (SS/DD) to consider whether further clarity is required in OAD to manage Disputes.

Closed Actions Transferred to 0646R Issues Log - For Information Only:

- **1204 (0683):** All to review the definition of Offtake sites and Connection Facilities to ensure sufficient clarity.
- **1206 (0683):** All to consider Section N3.6.7 and whether all parties want to have access to a Redundant Asset process.
- **1208 (0683):** Cadent to clarify the definition of a Connection Site in B3.8.3

2. Pre-Modification Discussion (Issues Log)

Discussions deferred until 04 March 2020.

3. Modification Assessment

Discussions deferred until 04 March 2020.

4. Next Steps

Pre-Modification Discussions / Issues Log (March)
 Redundant Asset Process Review (March - 0683 Action 1206)
 Offtake sites and Connection Site definitions (March - 0683 Actions 1204 and 1208)
 Development of Request Workgroup Report (March/April)
 Finalise the Request Workgroup Report (May)

5. Any Other Business

None raised.

6. Diary Planning

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

Time / Date	Venue	Workgroup Programme
10:00 Wednesday 04 March 2020	Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA	Pre-Modification Discussions / Issues Log Redundant Asset Process Review (March - 0683 Action 1206) Offtake sites and Connection Site definitions (March - 0683 Actions 1204 and 1208) Development of Request Workgroup Report Consider Workgroup Extension
10:00 Wednesday 01 April 2020	Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA	Development of Request Workgroup Report
10:00 Wednesday 06 May 2020	Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA	Finalise the Request Workgroup Report

Action Table (as at 05 February 2020)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0101	06/01/20	2.0	All to provide comments to Cadent (DD) on the proposed OAD security provisions by the end of January.	All	Carried Forward

1207 (0683)	04/12/19	2.0	Cadent (SS/DD) to consider whether further clarity is required in OAD to manage Disputes. Transferred from 0683S	Cadent (SS/DD)	Carried Forward
1204 (0683)	04/12/19	2.0	All to review the definition of Offtake sites and Connection Facilities to ensure sufficient clarity. Transferred to 0646R Issues Log	For Information Only	
1206 (0683)	04/12/19	2.0	All to consider Section N3.6.7 and whether all parties want to have access to a Redundant Asset process. Transferred to 0646R Issues Log	For Information Only	
1208 (0683)	04/12/19	2.0	Cadent to clarify the definition of a Connection Site in B3.8.3. Transferred to 0646R Issues Log	For Information Only	