

**UNC Distribution Workgroup Minutes**  
**Thursday 24 November 2022**  
**via Microsoft Teams**

<b>Attendees</b>		
Rebecca Hailes (Chair)	(RH)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Anne Jackson	(AJ)	Gemserv (0812R only)
Ben Hanley	(BH)	Northern Gas Networks
Ben Mulcahy	(BM)	Northern Gas Networks
Clare Manning	(CM)	E.ON
David Addison	(DA)	CDSP
David Mitchell	(DMi)	SGN
Ellie Rogers	(ER)	Xoserve
Emma Buckton	(EB)	Northern Gas Networks
Guv Dosanjh	(GD)	Cadent
Hursley Moss	HM	Cornwall Insight
Joel Martin	(JM)	SGN (0808 only)
John Baldwin	(JB)	CNG Services Ltd (0808 only)
Kathryn Adeseye	(KA)	Xoserve
Louise Hellyer	(LH)	TotalEnergies Gas & Power
Mark Field	(MF)	Sembcorp
Mark Jones	(MJ)	SSE
Martin Attwood	(MA)	CDSP (0812R only)
Nick King	(NK)	CNG Services (0808 only)
Oorlagh Chapman	(OC)	Centrica
Philip Kershaw	(PK)	CNG Services
Phil Lucas	(PL)	National Grid (0813 only)
Richard Pomroy	(RP)	Wales & West Utilities
Sally Hardman	(SH)	SGN (0812R only)
Steve Mulinganie	(SM)	SEFE Energy Limited
Tom Stuart	(TSt)	Wales & West Utilities
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: [www.gasgovernance.co.uk/dist/241122](http://www.gasgovernance.co.uk/dist/241122)

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: [www.gasgovernance.co.uk/dist/241122](http://www.gasgovernance.co.uk/dist/241122)

## 1. Introduction and Status Review

Rebecca Hailes (RH) welcomed everyone to the meeting and gave a brief overview of the scheduled items for discussion.

### 1.1. Approval of Minutes (27 October 2022)

The minutes from the previous Distribution Workgroup were approved.

### 1.2. Approval of late papers

RH advised Workgroup that the paper provided for agenda item 2 was submitted late. When asked, Workgroup agreed to consider the late paper.

### **1.3. Review Outstanding Actions**

**0108:** *Industry Update from Ofgem* - Joint Office (EF) to advise Ofgem of the request for an excel version of the *Code Modification / Modification Proposals with Ofgem for decision - Expected publication dates timetable* to be published.

**Update:** RH advised there is no further update. TS (Tracey Saunders) provided confirmation to Workgroup that the reason for the action is so that the user of the timetable can filter on specific Codes. Workgroup considered closure of the action pending Ofgem feedback and agreed to close the action. **Closed**

### **1.4. Industry Update from Ofgem**

RH confirmed recent publication of the “Code Modification / Modification Proposals with Ofgem for decision - Expected publication dates timetable”, published 24 November 2022: <https://www.ofgem.gov.uk/publications/code-modificationmodification-proposals-ofgem-decision-expected-publication-dates-timetable> and noted the following updates:

**0806** – Change to Curtailment Trade Price Compensation in Section Q:  
Expected decision date 09 December 2022.

**0805** – Introduction of Weekly NTS Exit Capacity Auctions:  
Expected decision date 30 January 2023.

**0761** – Arrangements for Interconnectors with additional Storage capability:  
Expected decision date 28 April 2023.

**0809** – Re-distribution of Last Resort Supplier Payments (LRSP) to include IGT sites:  
Expected decision date is now TBC – Tracey Saunders (TS) advised this was originally March 2023 and she has requested a reconsideration of the timeline.

**0696V** - Addressing inequities between Capacity booking under the UNC and arrangements set out in relevant NExAs:  
Expected decision date TBC.

**0799** - UNC arrangements for the H100 Fife project (100% hydrogen):  
Ofgem provided their approval on 23 November 2022 for this Modification to be implemented on a date yet to be confirmed.

### **1.5. Pre-Modification discussions**

None to discuss.

## **2. CSS REC Consequential Changes Update**

*Please note these minutes do not replicate/include detailed content provided within the presentation slides, therefore it is recommended that the published presentation material at [www.gasgovernance.co.uk/dist/241122](http://www.gasgovernance.co.uk/dist/241122) is reviewed in conjunction with these minutes.*

Dave Addison (DA) provided a presentation late on the morning of the meeting which Workgroup agreed to consider.

For a detailed update, please refer to the published slides (the grey text in the material provided refers to information already provided in previous updates with the black font itemising the new status):

When asked, DA explained Server Drift as follows: at Gate Closure (5 o'clock), both CSS and UK Link systems sit on Microsoft as a virtual machine which means that when the Xoserve servers start to run thousands of messages at the same time the timescales drift by half a second. Because of this lag, when receiving CSS messages, the Xoserve system recognised the 119 Missing Messages due to Server Drift were from a future date. To mitigate this, Xoserve systems have been updated to allow a 4 second drift, since this has been implemented there have been no further instances of this nature.

## Proposed Solution

DA sought views from Workgroup on the proposed solutions as outlined on Slide 9 of the presentation.

DA clarified that if CSS have registered the Site but failed to notify, there is a 'pot' of missing messages which require investigation with DCC. This group is where registration has stalled at pending, and the Supplier should re-submit the registration.

## Proposed Solution - Challenges

Workgroup considered the consequences to PAC (Performance Assurance Committee) and RH asked the PAFA (Performance Assurance Framework Administrator) to make a recommendation to the way PAC looks at things considering this proposed solution.

**New Action 0111:** CDSP (DA) to provide an update to PAFA on the proposed solution and its challenges as outlined on slide 10 of the presentation provided at Workgroup on 24 November 2022.

When DA asked for feedback on what, if any, Modification provision would be needed, TS advised, based on the principle of: if the change does not require a new obligation then a Modification would not be needed, however, if Code is preventing you from doing this without a change to enable it, then it requires a Modification.

Steve Mulinganie (SM) noted that he would be happy to sponsor a Modification if one is required.

Claire Manning (CM) noted that, as a Supplier she would use the UK Link date as the SSD (Supplier Start Date) and asked what the gap between the CSS change of supplier shipper date and the UK Link date? DA clarified that the first instance was 4 months ago, the bulk of the 119 messages identified on 2 August, therefore, he advised to go back as far as 4 months. DA also noted that, in terms of materiality of the adjustments, the majority are SSPs (Small Supply Points)

DA was concerned that different parties will have built their systems differently and that the lack of meter reading submissions suggests that not all the Sites have been set 'live' in parties' systems.

Update concluded.

## 3. Implications of the Energy Bill

RH advised there is no update to provide.

TS noted that a recent meeting with a BEIS representative identified that the Energy Bill that has been stalled in Government is likely to be started again as it is likely to be reverted back to the last change of Government. See here for more detail: <https://bills.parliament.uk/bills/3311>.

## 4. Workgroups

### 4.1. 0808 – Reverse Compression

(Report to Panel 19 January 2022)

<https://www.gasgovernance.co.uk/0808>

### 4.2. 0811S– Shipper Agreed Read (SAR) exceptions process

(Due to Report to Panel 15 December 2022)

<https://www.gasgovernance.co.uk/0811>

### 4.3. 0812R– Review of Alternatives to “Must Read” Arrangements

(Due to Report to Panel 20 April 2023)

<https://www.gasgovernance.co.uk/0812>

**4.4. 0813 - Revision of Virtual Last Resort User and Contingent Procurement of Supplier Demand Event Triggers**

(Due to Report to Panel 19 January 2023)

<https://www.gasgovernance.co.uk/0813>

**4.5. 0816S – Update to AQ Correction Processes – deferred to October 2022**

(Report to Panel 17 November 2022)

<https://www.gasgovernance.co.uk/0816>

**5. Distribution Workgroup Change Horizon**

Ellie Rogers (ER) provided a view of the Dashboard Report highlighting Modifications that are Distribution Workgroup specific and where they are in the delivery process for Central Systems.

ER drew attention to the following:

- *0734S - Reporting Valid Confirmed Theft of Gas into Central Systems and Reporting Suspected Theft to Suppliers, and 0810S - Amendment of Transportation Principal Document Section V 14.1.1 and Annex-V5 to reflect updated Theft of Gas Process:*
  - Solution is being developed in the CMS (Contact Management System) rebuild;
  - There is a dependency on REC Code to send Theft Data which is not ready yet;
  - Xoserve are chasing resolution to the delay with REC;
  - There is no confirmed date yet from REC.
  - Implementation will be TBC now.
  - ER will update the plan and re-submit it to Joint Office for republishing.
- *0764 (Urgent) - UNC TPD Section Y (Part A-I) amendments to K<sub>i</sub> to align to RIIO2 Licence*, is now implemented.
- *0710S - CDSP provision of Class 1 read service*, will be implemented as part of an adhoc Release as this is planned to go live as of 01 April 2023.
- Future iterations of the Horizon Plan will include Modifications that are awaiting Ofgem decisions.
- Workgroup requested that relevant XRN numbers are noted on the plan.

**6. Issues**

None raised.

**7. Any Other Business**

**7.1. NTS Exit Metering Issue (for consideration January 2023)**

**8. Diary Planning**

Time / Date	Paper Publication Deadline	Venue	Programme
Tuesday 10:00-16:00 29 November 2022	n/a	Microsoft Teams	Workgroup 0818; 0819; 0825; 0827S and 0831
Monday 10:00 12 December 2022	5pm 01 December 2022	Microsoft Teams	Standard Agenda

**Action Table (as of 24 November 2022)**

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Reporting Month</b>	<b>Owner</b>	<b>Status Update</b>
<b>0108</b>	25/08/22	1.5	<i>Industry Update from Ofgem</i> Joint Office (EF) to advise Ofgem of the request for an excel version of the <i>Code Modification / Modification Proposals with Ofgem for decision - Expected publication dates timetable</i> to be published.	<del>September-2022</del> October 2022	Joint Office (EF)	<b>Closed</b>
<b>0111</b>	24/11/22	2.0	CDSP (DA) to provide an update to PAFA on the proposed solution and its challenges as outlined on slide 10 of the presentation provided at Workgroup on 24 November 2022.	December 2022	CDSP (DA)	<b>Pending</b>

**UNC Workgroup 0808 Minutes  
Reverse Compression  
Thursday 24 November 2022  
via Microsoft Teams**

<b>Attendees</b>		
Rebecca Hailes (Chair)	(RH)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Ben Hanley	(BH)	Northern Gas Networks
Ben Mulcahy	(BM)	Northern Gas Networks
Clare Manning	(CM)	E.ON
David Addison	(DA)	CDSP
David Mitchell	(DM)	SGN
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Joel Martin	(JM)	SGN
John Baldwin	(JB)	CNG Services Ltd
Kathryn Adeseye	(KA)	Xoserve
Louise Hellyer	(LH)	TotalEnergies Gas & Power
Mark Field	(MF)	Sembcorp
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Philip Kershaw	(PK)	CNG Services
Richard Pomroy	(RP)	Wales & West Utilities
Steve Mulinganie	(SM)	SEFE Energy Limited
Tom Stuart	(TSt)	Wales & West Utilities
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0808/241122>

The Workgroup Report is due to be presented at the UNC Modification Panel by 19 January 2023.

## 1.0 Introduction and Status Review

### 1.1. Approval of Minutes (27 October 2022)

Andy Clasper (AC) noted an amendment to the minutes for 27 October which will be processed and re-published. In particular, he noted in the minutes:

*“Andy Clasper (AC), Cadent, advised Cadent are comfortable with option 3 at the moment and would like to see a transitional period included in any ancillary agreement.”*

AC advised of the correct wording:

*“The Cadent position is that they are **not** supportive of option 3 as currently drafted and would prefer interim ‘time limited’ arrangements (similar to a trial) for all parties to assess the impacts of the initial connections.”*

The minutes will be amended and republished.

### 1.2. Approval of Late Papers

RH noted the draft Strawman submitted by SGN is considered a late paper. Workgroup agreed to consider the material.

RH also requested Workgroup permission to only consider Modifications reporting to January 2023 UNC Panel at the meeting being held on Monday 12 December 2022 noting that for this Modification in particular, Workgroup only have this meeting and the December 2022 meeting to consider the amendments needed to the Modification, Legal Text and completion of the Workgroup Report. Workgroup agreed.

### 1.3. Review of Outstanding Actions

**0106:** DNOs to supply list of mandatory items for ancillary agreements and items which that may be needed in an ancillary agreement.

**Update:** David Mitchell (DM) confirmed this is covered in the Strawman provided for consideration. **Closed**

**0110:** Proposer to make appropriate amendments to the Modification based on Workgroup discussions held 27 October 2022.

**Update:** It was confirmed that amendments to the Modification will be formalised once the Strawman has been reviewed by Workgroup. **Carried Forward**

**0210:** Networks to work collaboratively on the business rules for the ancillary agreement and the Code update.

**Update:** DM confirmed the Strawman has been shared with the other Distribution Networks and there has been some collaboration. Guv Dosanjh (GD) advised that Cadent provided feedback but that does not mean all Distribution Networks are endorsing or supporting the Modification. **Closed**

## 2.0 Amended Modification

RH provided a view of the Strawman submitted by DM (SGN) and invited DM to walk through the detail.

Where there was specific interaction regarding the document with Workgroup, this has been captured within the minutes, a full copy of which is published here: <https://www.gasgovernance.co.uk/0808/241122>.

Joel Mitchell (JM) clarified the document has been drafted on the basis it is an IGT (Independent Gas Transporter) Licence holder that is owning and operating the Reverse Compression asset and is based on Option 3 of the following previously considered options:

1. GDN (Gas Distribution Networks) provide Reverse Compression as per Cadent Doncaster which will provide capacity in an exceptionally large area that has a common 7 bar pipeline.
2. GDN provide Reverse Compression but with the Reverse Compression adopted under a self-transmission pipelines).
3. **An IGT owns and operates the Reverse Compression.**

For the Modification to progress, DM advised that 2-stages have been identified:

#### **Stage 1 Pre connection activities (established in the GDN 4B Connection's statement):**

*Pre-connection activities covered under a Network Connection Agreement including a requirement for a chargeable capacity study to establish whether (a) the proposed location of the reverse compression asset is suitable and (b) whether alternate options are viable/more suitable for the project.*

#### **Workgroup Comments:**

John Baldwin (JB) clarified, in terms of the Proposer, he is happy with the detail as a way forward for the Modification.

**Stage 2 Enduring arrangements agreement (established in the UNC via the IGTAD (Independent Gas Transportation Arrangements Document))**

*Enduring arrangements between the IGT and the Gas Distribution Network (GDN) covering the operation of the reverse compression asset. This would be a UNC referenced agreement setting out baseline requirements for this agreement.*

*An enduring requirement for the GDN to consider the operation of the reverse compression asset in relation to the strategic development of the network including any new (additional) interacting entry connections.*

DM provided a walkthrough what would be included as part of the enduring arrangements and noted there may be some overlap but felt it was important to highlight them into Stage-2. These points would be placed into the UNC and labelled as “NERA” Network Exit and Re-Entry Agreement.

**Point 6**

*Under the Modification Proposal gas will leave the GDN network into an IGT network therefore this will need to be recognised in the UNC (IGTAD) to allow gas to exit and re-enter the network via the IGT’s pipeline. This will need to be reflected in the modification as this will discharge the title and risk for the gas passing from the GDN to the IGT party and back to the GDN.*

JM confirmed, legally, it is the Network’s gas, the risk is with the Transporter whilst it is being moved, there should be no gas volume change between entry and exit. Is there likely to be any gas losses in terms of reverse compression? JB confirmed there should not be any losses under normal operation and that no gas is going to be burned off.

Richard Pomroy (RP) noted it would be IGT Shrinkage which would have to be accounted for.

JM also clarified, if it was considered there were any losses, however tiny, the AUGE (Allocation of Unidentified Gas Expert) would have to consider if it was worth including in any UIG (Unidentified Gas).

When RP noted the Licence would need to carve out any additional connections, JB clarified, in the IGT scenario there would be no connections.

Nick King (NK) suggested there should be a comparison between the operating agreement and what is currently in the IGTAD. He clarified that the IGTAD sets out what was in the old CSEP NExA and thinks it is worth confirming there are no clashes between the two documents.

**New Action 0111: Proposer (TD) to confirm there is no overlap or duplication with IGTAD.**

RP advised, in the Code, under NExA (Network Exit Agreement) and NEA (Network Entry Agreement) a NExA must contain and may contain various elements. JM clarified this would refer to Stage 2 and will be called a Network Exit and Re-entry Agreement (NERA).

DM confirmed he would like to see reference to Stage 1, and parts of Stage 2 put into the Modification Business Rules.

GD noted that some Panel Members suggested that a longer extension for the Modification reporting date beyond January 2023 may be more realistic, with the opportunity to report to Panel earlier, based on the IGT Licence changes applied for.

Tracey Saunders (TS) noted a question she raised at Panel: Can this Modification be finalised with Legal Text before the IGT licence can be awarded, and how is this being managed?

It was explained that each IGT Licence can be different and with this Modification being for a specific function, there needs to be a carve out in the IGTAD to facilitate this different type of IGT scenario.



TS also noted that the IGTA is written on the basis that IGTA are exit only and RH suggested that the Legal Text should reflect that.

### Review of Panel Questions

- Consequential impact on upstream metering  
This has been briefly covered as part of Workgroup discussions. JB confirmed there is no impact.
- Clarification of who would operate the installation and thus whether it is part of "the network"  
It was confirmed this has been covered as part of the solution definition in the Modification.
- What are the charging implications?  
When discussed, it was suggested there could be charges associated with the Stage 1 process (4b) where capacity study is a chargeable activity, but these charges will be covered by the 4b statement as part of the Stage 1 activities. It was agreed there are no Transportation charging implications to be included in the Modification .

### 3.0 Review of Legal Text

The Legal Text will be drafted once an amended Modification has been published.

### 4.0 Completion of Workgroup Report

The Workgroup Report will be drafted once an amended Modification has been published.

### 5.0 Next Steps

RH confirmed the Workgroup Report will be created once an amended Modification has been published. The amended Modification needs to be published by close of play Monday 28 November 2022.

#### **Post Meeting Note:**

*Version 2.0 of the Modification has now been published.*

A formal request for Legal Text will be completed at the December 2022 UNC Panel.

### 6.0 Any Other Business

### 7.0 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:

Time / Date	Paper Publication Deadline	Venue	Workgroup Programme
Monday 10:00 12 December 2022	5pm 01 December 2022	Microsoft Teams	Standard Agenda

**Action Table (as at 24 November 2022)**

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status Update</b>
<b>0106</b>	23/06/22	3.0	DNOs to supply list of <u>mandatory</u> items for ancillary agreements and items which that <u>may</u> be in an ancillary agreement.	DNOs	<b>Closed</b>
<b>0110</b>	27/10/22	2.0	Proposer to make appropriate amendments to the Modification based on Workgroup discussions held 27 October 2022	Proposer	<b>Carried Forward</b>
<b>0210</b>	27/10/22	2.0	Networks to work collaboratively on the business rules for the ancillary agreement and the Code update.	Networks	<b>Closed</b>
<b>0111</b>	24/11/22	2.0	Proposer (TD) to confirm there is no overlap or duplication with IGTAD.	Proposer (TD)	<b>Pending</b>

**UNC Workgroup 0811S Minutes  
Shipper Agreed Read (SAR) exceptions process  
Thursday 24 November 2022  
via Microsoft Teams**

<b>Attendees</b>		
Rebecca Hailes (Chair)	(RH)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Ben Hanley	(BH)	Northern Gas Networks
Ben Mulcahy	(BM)	Northern Gas Networks
Clare Manning	(CM)	E.ON
David Addison	(DA)	CDSP
David Mitchell	(DM)	SGN
Ellie Rogers	(ER)	Xoserve
Emma Buckton	(EB)	Northern Gas Networks
Guv Dosanjh	(GD)	Cadent
Hursley Moss	HM	Cornwall Insight
Kathryn Adeseye	(KA)	Xoserve
Louise Hellyer	(LH)	TotalEnergies Gas & Power
Mark Field	(MF)	Sembcorp
Mark Jones	(MJ)	SSE
Oorlagh Chapman	(OC)	Centrica
Philip Kershaw	(PK)	CNG Services
Richard Pomroy	(RP)	Wales & West Utilities
Steve Mulinganie	(SM)	SEFE Energy Limited
Tom Stuart	(TSt)	Wales & West Utilities
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0811/241122>

The Workgroup Report is due to be presented at the UNC Modification Panel by 15 December 2022.

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/dist/241122>.

## 1.0 Introduction and Status Review

Rebecca Hailes (RH) welcomed all to the meeting and confirmed the Workgroup Report is due to be reported to the December UNC Panel and there is one final Workgroup meeting on 12 December that will be used to review the Legal Text and finalise the Workgroup Report.

### 1.1. Approval of Minutes (27 October 2022)

The minutes from the meeting held on 27 October 2022 were approved.

### 1.2. Approval of Late Papers

RH noted the late submission of the Draft Legal Text and Workgroup agreed to consider it.

### 1.3. Review of Outstanding Actions

## 2.0 Amended Modification

**Action 0110:** Proposer (SM) to finalise and submit the Amended Modification to Joint Office for publication.

**Update:** RH confirmed that Joint Office are in receipt of an amended Modification from the Proposer, however, publication is postponed until after the legal text has been reviewed. **Closed**

### 2.1. Review of Legal Text

Richard Pomroy (RP) provided a detailed walkthrough of the Legal Text changes which were shown in mark-up. The key changes are to the following sections of the Transportation Principal Document:

#### **Section E - Daily Quantities, Imbalances and Reconciliation**

#### **Section - M Supply Point Metering**

RP explained there are some questions from the Legal Text provider that require clarification which are highlighted within each section of the Draft Legal Text document and published here: <https://www.gasgovernance.co.uk/dist/241122>.

It was agreed that CDSP will review the Validation Rules and that Business Rules 6 and 7 within the Modification provide lower level detail and will not be put into Code.

## 3.0 Development of Workgroup Report

RH confirmed that the Workgroup Report is due to be presented to the 15 December 2022 UNC Panel meeting. As part of the consideration and drafting of the Workgroup Report, the following areas were discussed:

### **Rough Order of Magnitude (ROM) Assessment**

ER noted, based on current understanding of the Modification, this is intended to be an exceptions process which will be managed through CMS. A DSC Change Proposal relating to the Modification will be raised.

### **Central System**

ER confirmed the impact of the Modification Solution on Central Systems has been assessed. A DSC Change relating to this Modification 0811S will be raised.

Workgroup Participants noted the comments made within the ROM report that implementation is best aligned with a Major Systems release date. This is because there are some consequential systems changes which do not impact Shippers but are matters for the CDSP to deal with.

Draft Legal Text consideration completed.

The Proposer thanked CDSP (ER) and the Legal Text provider (RP) for their help and assistance throughout the development of this Modification.

## 4.0 Next Steps

RH confirmed the next steps to be:

- RP to provide Legal Text; Defined Terms listing and commentary.

## 5.0 Any Other Business

None

## 6.0 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>Paper Publication Deadline</b>	<b>Venue</b>	<b>Programme</b>
Monday 10:00 12 December 2022	5pm 15 November 2022	Microsoft Teams	Final Review of Legal Text and completion of Workgroup Report

**Action Table (as at 24 November 2022)**

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Reporting Month</b>	<b>Status Update</b>
<b>0110</b>	27/10/22		SM to finalise and submit the Amended Modification to JO for publication	Proposer, SM	November 2022	<b>Carried Forward</b>

**UNC Workgroup 0812R Minutes  
Review of Alternative to “Must Read” Arrangements  
Thursday 24 November 2022  
via Microsoft Teams**

<b>Attendees</b>		
Rebecca Hailes (Chair)	(RH)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Anne Jackson	(AJ)	Gemserv
Ben Hanley	(BH)	Northern Gas Networks
Ben Mulcahy	(BM)	Northern Gas Networks
Clare Manning	(CM)	E.ON
David Addison	(DA)	CDSP
David Mitchell	(DMi)	SGN
Ellie Rogers	(ER)	Xoserve
Emma Buckton	(EB)	Northern Gas Networks
Guv Dosanjh	(GD)	Cadent
Hursley Moss	HM	Cornwall Insight
Kathryn Adeseye	(KA)	Xoserve
Louise Hellyer	(LH)	TotalEnergies Gas & Power
Mark Field	(MF)	Sembcorp
Mark Jones	(MJ)	SSE
Martin Attwood	(MA)	CDSP
Oorlagh Chapman	(OC)	Centrica
Philip Kershaw	(PK)	CNG Services
Richard Pomroy	(RP)	Wales & West Utilities
Sally Hardman	(SH)	SGN
Steve Mulinganie	(SM)	SEFE Energy Limited
Tom Stuart	(TSt)	Wales & West Utilities
Tracey Saunders	(TS)	Northern Gas Networks

*The Workgroup Report is due to be presented at the UNC Modification Panel by 20 April 2023.*

*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: [www.gasgovernance.co.uk/dist/241122](http://www.gasgovernance.co.uk/dist/241122)*

## **1.0 Introduction and Status Review**

### **1.1. Approval of Minutes (22 September 2022)**

The minutes from the meeting held on 27 October 2022 were approved.

### **1.2. Approval of Late Papers**

There were no late papers.

### **1.3. Review of Outstanding Actions**

**Action 0109:** Workgroup participants to review the proposed solution options to take this Review forward:

- 1) (Preferred solution) - Remove obligation on Transporters and let PAC (Performance Assurance Committee) manage any settlement risk which gives them the freedom to address the issue as they see fit;
- 2) Remove obligation on Transporters and put in place specific obligations on Shippers should they breach their meter reading obligation;
- 3) Replace the Transporter obligation in Code by arrangements for central provision of the service.

Feedback to be provided to Joint Office [enquiries@gasgovernance.co.uk](mailto:enquiries@gasgovernance.co.uk) and/or Richard Pomroy [Richard.pomroy@wwutilities.co.uk](mailto:Richard.pomroy@wwutilities.co.uk).

**Update:** When asked, Richard Pomroy (RP) confirmed no further feedback has been provided.

When Rebecca Hailes (RH) asked Workgroup for any further comments, Steve Mulinganie (SM) said that his preference is Solution Option 1 but would like to see the analysis before he commits one way or the other.

It was noted that if the Settlement risk that the Must-Read service mitigates is not material, the conclusion to do nothing specific needs to be put in place.

Workgroup considered the material provided by CDSP (Central Data Service Provider) which shows the success rate of Meter Readings being uploaded onto Central Systems and are used in Settlement. [www.gasgovernance.co.uk/dist/241122](http://www.gasgovernance.co.uk/dist/241122).

Oorlagh Chapman (OC) noted that Shippers will be charged for the circa 47k reads submitted that are rejected, , which is adding nothing to the process at a cost of roughly £2million.

Martin Attwood (MA) explained that, assuming IGT (Independent Gas Transporter) procures a reading, it is loaded onto the system and a standard validation is completed. Rejected Meter Readings are then provided to the Demand Estimation Team to be reviewed to see what could be uploaded, of those rejections circa 50% get uploaded, the remaining reads which have been rejected that cannot be uploaded are returned to the Shipper.

MA further clarified that the rejections that are returned to the Shipper are mostly Asset updates that are needed which require Shipper activity to correct.

**New Action 0111:** CDSP (MA/ER) to provide a selection of manual validation scenarios with more detail around the Analysis Summary presented at Workgroup on 24 November 2022. For clarification this action is regarding the split of the circa 47k must reads that are not successfully uploaded (23% are fixed by CDSP, therefore 23% are returned to the Shipper for action.)

It was suggested that the Analysis Summary provided is taken to the next Performance Assurance Committee.

### Action 0109 Carried Forward

**Action 0209:** Workgroup participants to consider if it is still appropriate for Transporters to provide the Must-Read service:

- If yes, please provide your reasoning.
- If no, then who should provide it?

**Update:** This action is linked to Action 0109 and will be carried forward for consideration at the next Workgroup. **Carried Forward**

**Action 0309:** Workgroup Chair (RH/EF) to ask PAC for evidence on the effectiveness of must reads and the effectiveness on settlement accuracy: (Is there a benefit or value in the must-read service)

- If must reads are successfully used, to what extent do they mitigate settlement risk?
- Are Transporters the appropriate party to provide the service?
- If they are not, who should provide the service

**Update:** Referring to the material considered within Action 0109 updates, Ellie Rogers (ER) provided an analysis summary of the assessment that CDSP has undertaken to support Workgroup when considering the impact of the current Must Read process.

When considering 0.09% of LDZ (Local Distribution Zone) AQ (Annual Quantity) that has been settled via the Must-Read process, Workgroup concluded the equivalent total energy settled over the past 12 months is approx 0.465 TWh.

MA agreed to provide the AQ quantities for each of the Sites reconciled through the Must-Read process.

**New Action 0211:** CDSP (MA) to provide the AQ quantities for each of the Sites reconciled through the Must-Read process.

**New Action 0311:** PAFA (AJ) to assess the impact of the c. 47k meter reads that are failing validation.

- Does the c. 47k create a risk to Settlement?
- Do the Failures (c. 47k) have any adverse impact on settlement?

RP reminded Workgroup that the scope of the Review is not to consider the loading or non-loading of meter readings.

SM clarified it would be useful if, once the AQ figure is known, to know if that amount of energy has any materiality to the PAC process (value at risk).

#### **Action 0309 Carried Forward**

## **2.0 Amended Modification**

The Request had not been amended.

## **3.0 Issues and Questions from Panel**

### **3.1. Does the process utilised in the IGT UNC work as an alternative arrangement?**

This will be considered at a future Workgroup meeting.

## **4.0 Development of Workgroup Report**

This will commence at a future Workgroup meeting.

## **5.0 Next Steps**

RH confirmed that the January 2023 Workgroup meeting will consider any additional views from the outstanding actions taken and then will consider what a Modification might look like.

## **6.0 Any Other Business**

None.

## **7.0 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)*

RH clarified that due to the number of Workgroups currently under consideration at Distribution Workgroup, only Modifications that are reporting to the January Workgroup will be considered at the next meeting on 12 December 2022. Therefore, the next meeting for this Workgroup will be held on Thursday 26 January 2023.

Workgroup meetings will take place as follows:



Time / Date	Paper Publication Deadline	Venue	Programme
Thursday 10:00 26 January 2023	5pm 18 January 2023	Microsoft Teams	Standard Agenda

**Action Table (as at 24 November 2022)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0109	22/09/22	2.0	<p>Workgroup participants to review the proposed solution options to take this Review forward:</p> <ol style="list-style-type: none"> <li>1) (Preferred solution) - Remove obligation on Transporters and let PAC manage any settlement risk which gives them the freedom to address the issue as they see fit;</li> <li>2) Remove obligation on Transporters and put in place specific obligations on Shippers should they breach their meter reading obligation;</li> <li>3) Replace the Transporter obligation in Code by arrangements for central provision of the service.</li> </ol> <p>Feedback to be provided to Joint Office  <a href="mailto:enquiries@gasgovernance.co.uk">enquiries@gasgovernance.co.uk</a>                      and/or Richard Pomroy  <a href="mailto:Richard.pomroy@wwutilities.co.uk">Richard.pomroy@wwutilities.co.uk</a>.</p>	Workgroup participants	<b>Carried Forward</b>
0209	22/09/22	2.0	<p>Workgroup participants to consider if it is still appropriate for Transporters to provide the Must-Read service:</p> <ul style="list-style-type: none"> <li>• If yes, please provide your reasoning.</li> <li>• If no, then who should provide it?</li> </ul>	Workgroup participants	<b>Carried Forward</b>
0309	22/09/22	2.0	<p>Workgroup Chair (RH/EF) to ask PAC for evidence on the effectiveness of must reads and the effectiveness on settlement accuracy: (Is there a benefit or value in the must-read service)</p> <ul style="list-style-type: none"> <li>• If must reads are successfully used, to what extent do they mitigate settlement risk?</li> <li>• Are Transporters the appropriate party to provide the service?</li> <li>• If they are not, who should provide the service?</li> </ul>	Workgroup Chair (RH/EF)	<b>Carried Forward</b>
0111	24/11/22	1.3	<p>CDSP (MA/ER) to provide a selection of manual validation scenarios with more detail around the Analysis Summary presented at Workgroup on 24 November 2022. (For clarification,</p>	CDSP (MA/ER)	<b>Pending</b>

			of the circa 47k must reads that are not successfully uploaded, 23% are fixed by CDSP, therefore 23% are returned to the Shipper for action.)		
<b>0211</b>	24/11/22	1.3	CDSP (MA) to provide the AQ quantities for each of the Sites reconciled through the Must-Read process.	CDSP (MA)	<b>Pending</b>
<b>0311</b>	24/11/22	1.3	PAFA (AJ) to assess the impact of the c47k meter reads that are failing validation. - Does the c47k create a risk to Settlement? Do the Failures (c47k) have any adverse impact on settlement?	PAFA (AJ)	<b>Pending</b>

**UNC Workgroup 0813 Minutes**  
**Revision of Virtual Last Resort User and Contingent Procurement of**  
**Supplier Demand Event Triggers**  
**Thursday 24 November 2022**  
**via Microsoft Teams**

<b>Attendees</b>		
Rebecca Hailes (Chair)	(RH)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Ben Hanley	(BH)	Northern Gas Networks
Ben Mulcahy	(BM)	Northern Gas Networks
Clare Manning	(CM)	E.ON
David Addison	(DA)	CDSP
David Mitchell	(DMi)	SGN
Ellie Rogers	(ER)	Xoserve
Emma Buckton	(EB)	Northern Gas Networks
Guv Dosanjh	(GD)	Cadent
Hursley Moss	HM	Cornwall Insight
Kathryn Adeseye	(KA)	Xoserve
Louise Hellyer	(LH)	TotalEnergies Gas & Power
Mark Field	(MF)	Sembcorp
Mark Jones	(MJ)	SSE
Oorlagh Chapman	(OC)	Centrica
Philip Kershaw	(PK)	CNG Services
Phil Lucas	(PL)	National Grid
Richard Pomroy	(RP)	Wales & West Utilities
Steve Mulinganie	(SM)	SEFE Energy Limited
Tom Stuart	(TSt)	Wales & West Utilities
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: [www.gasgovernance.co.uk/dist/241122](http://www.gasgovernance.co.uk/dist/241122)

The Workgroup Report is due to be presented at the UNC Modification Panel by 19 January 2023.

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: [www.gasgovernance.co.uk/dist/241122](http://www.gasgovernance.co.uk/dist/241122)

## 1. Introduction and Status Review

Rebecca Hailes (RH) welcomed all to the meeting.

### 1.1 Approval of Minutes (06 October 2022)

The minutes from the previous meeting were approved.

## **1.2 Approval of Late Papers**

It was noted that there were two (2) late papers relating to consideration of draft Legal Text under agenda items 2. (and/or 4.). When asked, parties in attendance agreed to consider the documents.

## **1.3 Review of Outstanding Actions**

The only outstanding action, Action 1101, is to be considered at the December 2022 Transmission Workgroup.

## **2. Amended Modification**

PL noted that the topic the Modification deals with crosses over Transmission and Distribution. Whereas the Modification is considered at the monthly Transmission Workgroup, it has previously had an overview at this Workgroup too.

RH noted the Modification was amended on 08 November 2022 and invited Phil Lucas (PL) to address Workgroup with a brief overview of the amendments:

### **Why Change**

This section now includes an explanation of the provision for the Authority to disapprove National Grid's issue of the UPTN (User Premises Termination Notice).

### **Legal Text Review**

Phil Lucas (PL) provided an overview of the Legal Text and invited comments by exception. The Legal Text makes amendments to:

- TPD (Transportation Principal Document) Section D – Operational Balancing and Trading Arrangements
- TPD E – Daily Quantities, Imbalances and Reconciliation
- TPD G – Supply Points

Workgroup had no comments to make on either the amendments made to the Modification or the Legal Text.

### **ROM (Rough Order of Magnitude)**

Ellie Rogers (ER) confirmed, in terms of the ROM, this will be managed by existing processes and resource.

## **3. Review of Relevant Objectives**

Not specifically discussed separately but covered under consideration of item 4. below.

## **4. Development of Workgroup Report**

The discussions undertaken under agenda item 2. above were noted on the Workgroup Report. RH noted thanks to the Proposer for bringing the Modification to the Workgroup for review.

## **5. Next Steps**

RH confirmed the next steps to be:

- Consideration at TWG in December 2022

## **6. Any Other Business**

None.

## **7. 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:

Time / Date	Paper Publication Deadline	Venue	Programme
10:00 Thursday 01 December 2022	5pm Wednesday 23 November 2022	Microsoft Teams	Consideration of Amended Modification  Consideration of updated Legal Text  Development / Completion of Workgroup Report

**Action Table (as of 24 November 2022)**

Action Ref	Meeting Date	Minute Ref	Action	Reporting Month	Owner	Status Update
1101	03/11/22	4.0	<i>Reference Workgroup Report – Central Systems Impacts – Xoserve (ER) to provide some background supporting information relating to system requirements / changes for inclusion within the Workgroup Report.</i>	December 2022	Xoserve (ER)	<b>Pending</b>

**UNC Workgroup 0816S Minutes  
Update to AQ Correction Processes  
10:00 Thursday 24 November 2022  
via Microsoft Teams**

<b>Attendees</b>		
Rebecca Hailes (Chair)	(RH)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(ACI)	Cadent Gas
Ashley Adam	(AA)	National Grid
Ben Mulcahy	(BM)	Northern Gas Networks
Claire Louise Robert	(CLR)	ScottishPower
Clare Manning	(CM)	E.ON Next
Daniel Wilkinson	(DW)	EDF Energy
David Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Elena Dranceanu	(ED)	Gazprom Energy
Ellie Rogers	(ER)	Xoserve
Fiona Cottam	(FC)	Correla on behalf of Xoserve
John Baldwin	(JB)	CNG Services Ltd
Kate Lancaster	(KL)	Xoserve
Kathryn Adeseye	(KA)	Xoserve
Kundai Matiringe	(KM)	BU-UK
Lee Greenwood	(LG)	British Gas
Louise Hellyer	(LH)	TotalEnergies Gas & Power
Mark Jones	(MJ)	SSE
Nick King	(NK)	CNG Services
Nicky Kingham	(NKi)	Xoserve
Paul Bedford	(PB)	Opus Energy
Richard Pomroy	(RP)	Wales & West Utilities
Steve Mulinganie	(SM)	SEFE Energy Limited
Tom Stuart	(TSt)	Wales & West Utilities
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0816/241122>

The Workgroup Report is due to be presented at the UNC Modification Panel by 19 January 2023.

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/dist/241122>

## **1.0 Introduction and Status Review**

### **1.1. Approval of Minutes (27 October 2022)**

The minutes from the meeting held on 27 October 2022 were approved.

### **1.2. Approval of Late Papers**

RH (Rebecca Hailes) advised there were no late papers to consider.

### 1.3. Review of Outstanding Actions

**Action 0108:** E.ON Next (CM (Claire Manning)) to review Business Rules (BR) and update the Workgroup at the September meeting.

**Update:** CM confirmed an amended Modification was submitted 17 November 2022. **Closed**

## 2.0 Amended Modification

RH noted the Modification was amended on 17 November 2022 and invited CM to address Workgroup with a brief of the amendments.

The amendments are shown in tracked changes and apply to section 5 Solution.

- Extra validation has been added to Business Rule 2;
- Criteria to be met has been added for Business Rule 3;
- The square brackets that were in Business Rule 4 have been removed.

RH noted there are square brackets throughout the Modification that need to be removed before Legal Text can be drafted.

Ellie Rogers (ER) suggested the possibility of a UNC Related Document for the definition of the criteria.

ER advised CDSP (Central Data Service Provider) will start to look at the ROM (Rough Order of Magnitude) request.

It was agreed that a further month extension should be requested at the December 2022 UNC Panel for the Workgroup Report to be reporting to February 2023 UNC Panel instead of January 2023.

DM (David Mitchell) confirmed that once the final version of the Modification is published, he will pass it to the SGN Lawyer to start drafting the Legal Text.

**New Action 0111:** Proposer (CM) to make amendments to the Modification based on Workgroup discussions held on Tuesday 29 November 2022.

**New Action 0211:** Joint Office (RH) to request a 1-month extension for the Workgroup Report to be presented to the February 2023 UNC Panel.

## 3.0 Issues and Questions from Panel

### 3.1. Consider materiality relating to billing impacts and whether the Modification continues to meet the Self-Governance criteria

This has been previously addressed.

## 4.0 Development of Workgroup Report

In undertaking a detailed onscreen review of the draft Workgroup Report (v0.1, dated 29 November 2022), RH completed amendments in-line with the feedback provided by those Workgroup participants in attendance.

- RH noted there are square brackets throughout the Modification that need to be removed before Legal Text can be drafted.
- RH noted that further work will be done to the Workgroup Report at the January 2023 meeting, (following the Workgroup Extension Request to report to the February 2023 UNC Panel).
- RH highlighted there is no contact number for the Proposer, CM advised she will investigate and report back to Workgroup.

## 5.0 Next Steps

RH noted the next steps to be taken are as follows:

- Proposer to provide an amendment to the Modification based on Workgroup feedback
- Joint Office to request a Workgroup Report extension to February 2023 UNC Panel.

## 6.0 Any Other Business

None.

## 7.0 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:

Time / Date	Paper Publication Deadline	Venue	Programme
Monday 10:00 12 December 2022	5pm 01 December 2022	Microsoft Teams	Standard Agenda
Thursday 10:00 26 January 2022	5pm 17 January 2022	Microsoft Teams	Standard Agenda

### Action Table (as at 24 November 2022)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Reporting Month	Status Update
0801	25/08/22	2.1.1	E.ON Next (CM) to review Business Rules (BR) and update on Modification for discussion in October meeting.	E.On Next	September 2022	Closed
0111	29/11/22	2.0	Proposer (CM) to make amendments to the Modification based on Workgroup discussions held on Tuesday 29 November 2022	Proposer (CM)	January 2023	Pending
0211	29/11/22	2.0	Joint Office (RH) to request a 1-month extension for the Workgroup Report to be presented to the February 2023 UNC Panel	Joint Office (RH)	January 2023	Pending