

**UNC Distribution Workgroup Minutes**  
**Thursday 26 May 2022**  
**via Microsoft Teams**

<b>Attendees</b>		
Rebecca Hailes (Chair)	(RHa)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Claire Louise Roberts	(CLR)	ScottishPower
Clare Manning	(CM)	E.ON Energy
Dan Fittock	(DF)	Corona Energy
David Mitchell	(DM)	SGN
David Speake	(DS)	Engage
Ellie Rogers	(ER)	Xoserve
Fiona Cottam	(FC)	Correla on behalf of Xoserve (0781R only)
Gareth Evans	(GE)	Waters Wye Associates
Guv Dosanjh	(GD)	Cadent
Hursley Moss	(HM)	Cornwall Insight
Joel Martin	(JM)	SGN
John Baldwin	(JB)	CNG Services Ltd (0808 only)
Kate Lancaster	(KL)	Xoserve
Louise Hellyer	(LH)	Totalenergies Gas & Power
Mark Field	(MF)	Sembcorp Energy UK
Mark Jones	(MJ)	SSE
Phil Lucas	(PL)	National Grid
Richard Pomroy	(RP)	WWU (0808 only)
Rhys Kealley	(RK)	British Gas
Samuel Lyons	(SL)	Wales & West Utilities
Steve Mulinganie	(SM)	Gazprom Energy
Tim Davis	(TD)	Barrow Green Gas (0808 only)
Tom Stuart	(TSt)	WWU

Copies of all papers are available at: <https://www.gasgovernance.co.uk/dist/260522>

## 1. Introduction and Status Review

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

### 1.1. Approval of Minutes (28 April 2022)

The minutes from the previous Distribution Workgroup were approved.

### 1.2. Approval of late papers

RHa advised there was one late paper from Ofgem relating to agenda item 1.5 Industry Update from Ofgem for Workgroup to consider. Workgroup wished to consider the paper.

### 1.3. Review Outstanding Actions

**0201: Modification 0797 (Urgent) Authority Decision** - Joint Office (RHa) to confirm what the timeline is for a judicial review.

**Update:** RHa advised of the assumption that the timeline for a judicial review is 3-months and, since Ofgem have not confirmed as yet, suggested proceeding on that basis and suggested this action is closed. **Closed**

**0302: Registration Timeline with REC - Xoserve (ER/DA)** to advise Workgroup what the arrangements will be in the event of late notification of secured active messages from CSS.

**Update:** The following information has been provided by Xoserve specifically for the minutes:

*Xoserve have had further discussions with DCC (and have a Workshop planned 26 May 2022) where they expect to share design metrics regarding the GRDS and CSS designs. Responses from DCC have indicated that the CSS should, in normal operation, be expected to deliver the messages well within the timings that UK Link systems require. Xoserve do not have written assurances of this position.*

*Xoserve are seeking comfort that the Return to Operation (RTO) metric of 1-hour will be invoked upon identification of an issue, and that the extent to which their estate is subject to this RTO (i.e. what components, if any, are not subject to the RTO and the extent to which these components impact the GRDS / UK Link / Gemini systems).*

**Update from the Workshop held 26 May 2022:**

*DCC shared that they had implemented a highly resilient design in the Cloud with active / active stacks with auto failover consequently instances of fundamental failure should be very rare.*

*RPA have confirmed that the SLAs will seek to demonstrate that all messages (from receipt of first to response to last message in any given day) will need to be discharged within 20 and 35 minutes at volume bands of up to average, and average to peak volumes respectively. This will be well within the required times for UK Link and Gemini to align to the CSS.*

*Xoserve have started discussing CRD129 with the REC Code Managers and will look to expedite the ability to get CSS to 'refresh' messages where messages are missing (i.e. delivered after 18:00) so that they can prompt the Secured Active message. This will require the GRDS to monitor missing messages and request messages to be sent to Xoserve when they have not received them by [18:00].*

*DCC have also agreed in principle to provide insight into their within day processing if the performance of the Secured Active messages look like they are slow and may not hit the necessary SLAs – so that Xoserve can start to plan holding batch jobs.*

**Carried Forward**

**Action 0103:** Shippers to consider any unforeseen impacts from changing the Value at Risk calculation methodology, proposed by WWU.

**Update:** This action is covered within agenda item 3.0. **Closed**

**Action 0203:** All Transporters (including National Grid) to consider WWU proposed change to the Value at Risk calculation methodology and consider making the same change at the same time.

**Update:** This action is covered within agenda item 3.0. **Closed**

**1.4. User Representative process**

Helen Bennett (HB) advised of the following timeline for the 2022/23 UNC User Representatives Appointment Process and confirmed that the Single Point of Contact (SPoC) Registration Window closes on 27 May 2022.

The Nomination window will open on 06 June 2022 and will run through to 24 June 2022.

**Timeline:**

**06 June – 24 June**

- SPoCs are invited to nominate Modification Panel/UNCC and Sub-Committee representatives. The nomination process will last no longer than 3 weeks.

**11 July – 29 July**

- If an election is required, the details of candidates and ballot papers are issued to SPoCs. Elections will last no longer than 3 weeks.

**By 01 September**

- Joint Office will issue notification of the elected candidates via its UNC distribution list.

**From 01 October**

- Elected members will take up positions on the UNC Modification Panel and Sub-Committees.

### 1.5. Industry Update from Ofgem

RHa advised that Ofgem have provided their Industry Update which is published at: [www.gasgovernance.co.uk/Dist/260522](http://www.gasgovernance.co.uk/Dist/260522) and covers the following topics:

- Consultation on the RIIO-1 Network Output Measures (NOMs) Incentive Mechanism for Gas Distribution, Gas Transmission and Electricity Transmission.
- RIIO ED2 Open Hearings March 2022 – Transcripts
- Modification decision for MP200: Faster Switching consequential changes to the SEC
- Modification decision for UNC804 (Consequential UNC changes for Switching SCR (REC 3.0)) – Accepted
- Ofgem backs consumers with price cap update
- Jonathan Brearley’s speech at All Energy event in Glasgow
- Decision on the Entry Capacity Release Methodology Statement held by National Grid Gas Plc
- Ofgem Strategic Innovation Fund announces challenge areas for second round of funding, to help accelerate the transition to net zero
- Hydrogen Village Trial Detailed Design Studies Decision
- Updated SIF Project Directions
- Green Gas Support Scheme (GGSS): Quarterly Report - Issue 2
- List of all gas licensees including suppliers
- Article 28(2) TAR NC motivated decision
- Decision on the proposed Interconnection Agreement between BBL Company and National Grid Gas
- Call for Input: Future of local energy institutions and governance.

RHa provided a view of the “Code Modification / Modification Proposals with Ofgem for decision - Expected publication dates timetable”, which is published here: <https://www.ofgem.gov.uk/publications/code-modificationmodification-proposals-ofgem-decision-expected-publication-dates-timetable> and confirmed it was last updated on 24 May 2022.

RH noted that for Modification [0796 - Revision to the Determination of National Grid NTS Target Revenue for Transportation Charging](#) the Ofgem Decision Letter was published on 25 May 2022.

The outstanding UNC Modifications that are with Ofgem for decision are as follows:

[0800 - Introducing the concept of a derogation framework into Uniform Network Code \(UNC\) \(Authority Direction\)](#)

RHa advised a discussion was held on 25 May 2022 with Harry Brazier (Ofgem) where it was agreed that an agenda item will be added to the UNC Modification Panel meeting on 16 June 2022 to discuss the role of Panel members when assessing derogations to the UNC.

When asked, RHa confirmed the decision was made between Ofgem and Joint Office to add this item to the agenda.

RHa urged Workgroup and any Panel members participating in this meeting to read the Modification and the UNC Derogation Guidance Document that is published alongside the Modification.

[0761 - Arrangements for Interconnectors with additional Storage capability](#)

Decision due 30 September 2022.

[0696V - Addressing inequities between Capacity booking under the UNC and arrangements set out in relevant NExAs](#)

Decision TBC 2022.

[0746 - Application of Clarificatory change to the AQ amendment process within TPD G2.3 from 1st April 2020](#)

Decision TBC 2022.

## **1.6. Pre-Modification discussions**

### **1.6.1. Advance notice of Review**

Richard Pomroy (RP) provided advance notice that he is expecting to raise a Review to take place relating to the Must-Read process and clarified that is in overdue a review of the process and with a view to justifying for its existence given various industry incidents that have happened since the process was initiated some years ago.

Claire Manning made RP aware of discussions that are in place in IGTUNC for a Modification that was raised by Orlagh Chapman (Centrica). RP advised he is aware of the IGT Modification.

When Steve Mulinganie (SM) asked how long RP expects the Review to take, RP advised possibly 6-months with the hope that the Review Group will develop a Modification.

### **1.6.2. Advance notice of Fast-Track Modification – Ellie Rogers**

Ellie Rogers (ER) advised Workgroup of the intention to raise a Fast-Track Modification which will be raised as a result of *Modification 0734S – Reporting Valid Confirmed Theft of Gas into Central Systems and Reporting Suspected Theft to Suppliers*. This Modification will simply seek to remove an existing theft report which will be redundant following the implementation of Modification 0734S.

It is likely that SM will be the sponsor for this Modification.

## **2. CSS Consequential Changes – Detailed Design Report**

Please see discussion held as part of outstanding Action 0302, as this formed the basis of this agenda item this month.

ER advised that she is considering whether this agenda item is still needed as a standard agenda item and will advise accordingly.

## **3. Value at Risk (VAR) Calculation Charges**

Samuel Lyons (SL) provided an update to the calculation for Value at Risk or 'VAR' and explained this is a requirement of UNC TPD Section V. Wales & West Utilities (WWU) have reviewed the VAR methodology and had hoped to make a change to the way part of it is calculated from April 2022.

SL explained that there is volatility in the current calculation because the number of days in the invoice month for the period of consumption; for example in March the January services for 31 days invoiced in February are being divided by the 28 days in February and multiplied by 20.

The revised VAR calculation avoids the volatility caused by the number of days in the month the services are provided for, versus the number of days in the month of the invoice, therefore, if consumption is constant, the calculation is constant.

SL clarified that when the WWU revised calculation was proposed to Distribution Workgroup previously, the feedback received was that all Networks should be consistent.

Discussions have been held with all Networks for them to adopt the revised calculation, some Networks have system updates to make before they can start to use the revised methodology.

David Mitchell (DM) advised that SGN have nothing further to add and are happy with the calculation as suggested and are already using this calculation.

Guv Dosanjh (GD) advised that Cadent have confirmed they are happy to move towards the new approach but need a little time before implementing it.

Phil Lucas (PL) advised that National Grid have confirmed they are happy to accommodate the change from 01 August.

SL confirmed that Northern Gas Networks have confirmed via email that they are happy to make this change.

When Mark Field (MF) asked, if when moving from the old methodology to the new methodology, will there be any step change effect as the move is made, SL advised no, at this time of year the impact will be reduced, March and April will have more of an impact due to higher volatility, therefore, at the moment there will be very little impact.

The change will be implemented from 01 August 22 across all networks.

No further Workgroup questions.

## 4. Workgroups

### 4.1. 0808 – Reverse Compression

(Report to Panel 18 August 2022)

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

### 4.2. 0763R - Review of Gas Meter By-Pass Arrangements

(Due to report to Panel 21 July 2022)

<https://www.gasgovernance.co.uk/0763>

### 4.3. 0781R - Review of the Unidentified Gas Process

(Due to report to Panel 21 July 2022)

<https://www.gasgovernance.co.uk/0781>

## 5. Issues

None raised.

## 6. Any Other Business

### 6.1. Change Horizon Document

SM asked if Distribution Workgroup can produce something similar to the Change Horizon Document, (example can be viewed here: [www.gasgovernance.co.uk/TX/030322](http://www.gasgovernance.co.uk/TX/030322) Agenda item 8), that is reviewed within the Transmission Workgroup. This document covers all Modifications and where they are in the overall Change Plan.

**New Action 0105:** Joint Office, in conjunction with Xoserve, to review the Transmission Workgroup Change Horizon to assess if there is a suitable version for Distribution Workgroup.

## 7. Diary Planning

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

<b>Time / Date</b>	<b>Paper Publication Deadline</b>	<b>Venue</b>	<b>Programme</b>
Thursday 10:00 23 June 2022	5pm 14 June 2022	Microsoft Teams	Standard Agenda
Thursday 10:00 28 July 2022	5pm 19 July 2022	Microsoft Teams	Standard Agenda
Thursday 10:00 25 August 2022	5pm 16 August 2022	Microsoft Teams	Standard Agenda
Thursday 10:00 22 September 2022	5pm 13 September 2022	Microsoft Teams	Standard Agenda
Thursday 10:00 27 October 2022	5pm 18 October 2022	Microsoft Teams	Standard Agenda
Thursday 10:00 24 November 2022	5pm 15 November 2022	Microsoft Teams	Standard Agenda
Monday 10:00 12 December 2022	5pm 01 December 2022	Microsoft Teams	Standard Agenda

Action Table (as of 28 April 2022)						
Action Ref	Meeting Date	Minute Ref	Action	Reporting Month	Owner	Status Update
0201	27/01/22	1.4	<i>Modification 0797 (Urgent) Authority Decision</i> - Joint Office (RHa) to confirm what the timeline is for a judicial review	<del>April 2022</del> May 2022	Joint Office (RHa)	<b>Closed</b>
0302	27/01/22	2.0	<i>Registration Timeline with REC</i> - Xoserve (ER/DA) to advise Workgroup what the transition arrangement will be.	<del>April 2022</del> May 2022	Xoserve (ER/DA)	<b>Carried Forward</b>
0103	24/03/22	5.1	Shippers to consider any unforeseen impacts from changing the Value at Risk calculation methodology, proposed by WWU.	<del>April 2022</del> May 2022	Shippers	<b>Closed</b>
0203	24/03/22	5.1	All Transporters (including National Grid) to consider WWU proposed change to the Value at Risk calculation methodology and consider making the same change at the same time.	<del>April 2022</del> May 2022	Transporters	<b>Closed</b>
0104	28/04/22	1.6.1	<i>Pre-Modification for Reverse Compression:</i> Ofgem (HBr) to confirm where Net Zero fits into the Relevant Objectives within a Modification.	May 2022	Ofgem (HBr)	<b>Pending</b>
0204	28/04/22	1.6.1	<i>Pre-Modification for Reverse Compression:</i> CNG Services (JB) to send a briefing on these issues to the Joint Office for Joint Office to share with Distribution Networks .	May 2022	CNG Services (JB)	<b>Pending</b>
0105	26/05/22	6.1	Joint Office, in conjunction with Xoserve, to review the Transmission Workgroup Change Horizon to assess if there is a suitable version for Distribution Workgroup.	June 2022	Joint Office (RHa) and Xoserve (ER)	<b>Pending</b>

**UNC Workgroup 0808 Minutes  
Reverse Compression  
Thursday 26 May 2022  
via Microsoft Teams**

<b>Attendees</b>		
Rebecca Hailes (Chair)	(RHa)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Claire Louise Roberts	(CLR)	ScottishPower
Clare Manning	(CM)	E.ON Energy
Dan Fittock	(DF)	Corona Energy
David Mitchell	(DM)	SGN
David Speake	(DS)	Engage
Ellie Rogers	(ER)	Xoserve
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Samuel Lyons	(SL)	Wales & West Utilities
Steve Mulinganie	(SM)	Gazprom Energy
Tim Davis	(TD)	Barrow Green Gas (0808 only)
Tom Stuart	(TSt)	WWU

Copies of all papers are available at: [www.gasgovernance.co.uk/0808/260522](http://www.gasgovernance.co.uk/0808/260522)

The Workgroup Report is due to be presented at the UNC Modification Panel by 18 August 2022.

## 1.0 Outline of Modification

RHa explained that Workgroup will be aiming for a Workgroup Report to be presented to the August 2022 UNC Panel.

Tim Davis (TD) noted that the Modification discussions need to be focussed on the solution as documented as explained by John Baldwin (JB) during the pre-Modification discussion held at the April 2022 Distribution Workgroup meeting. He explained the very basics of the Modification as being a Uniform Network Code (UNC) amendment to clearly state that third-party installation of reverse compression shall not lead to either an entry nor exit meter point being created, (or confirmation that this is the case if so, no UNC change would be necessary).

TD also noted that if this Modification were to progress, the terms and conditions would be similar to those installed, owned and operated by the networks so that a Compressor in the



Network should mean there are no Transportation charges as it would mean that gas does not leave the network but is merely passing through the compressor installation and coming out at a higher pressure into the higher-pressure network. However, If the Networks decide it should be clarified as an entry and exit point, this would at present incur Transportation Charges at both points.

It was confirmed that currently, Code identifies an Exit Point where gas leaves and an Entry Point where gas enters the Network, this Modification is designed to confirm this is not needed.

Richard Pomroy (RP) asked if the new connection and the Compressor would be owned and operated by a third-party or gifted to the Transporter. If it were the latter the Compressor would become part of the Transporter Network. JB commented that mostly Compressors are a bespoke build which may not be to the Network specification.

JB clarified that the service is for the biomethane producer and that in providing this service the expectation is that the biomethane producer will deal with all associated costs. RP noted that a third-party being involved in the operation of the compressor would involve the gas leaving the Network, therefore a Code Modification is required.

Joel Martin JM commented that Networks are generally supportive of the Modification and referred to the solution where it mentions entry; exit points and within grid assets. He noted that there are many obligations within Code, for example in Section J and maybe Q, that relate to the obligations arising as a result of the definition of entry and exit points.

TD commented that if Networks think some things in Code are essential, they will be left in Code.

JM suggested the Metering issue needs to be reviewed and noted there should not be any loss of gas into and out of the Network.

JB advised there are already a lot of Compressors downstream, when injecting gas into the Grid, the compression is generally located after the metering.

JM noted his concern that the solution to these assets are not defined as entry points and could affect any Network Entry Agreement or similar document.

When it was suggested that Compressors could potentially lead to oil contaminating the gas, Workgroup agreed there may be a requirement for a bi-lateral agreement, covering safety; communication; gas quality etc.

It was commented that when the Compressor is upstream the metering might be affected and Workgroup Participants asked whether there would be any potential impact for any large customers in the vicinity.

JB confirmed that whereas the pressure would be high, the appliance the customer has will be 2-Bar and therefore, not affected.

JM advised he would like to see the detail of the Modification so that it can be impact assessed.

JM advised he would like to see the Modification list the obligations that would precisely specify the obligations in the Code that should not apply e.g Section Y and Section I Metering obligations.

Mark Field (MF) suggested, as part of Modification development, consideration should be given, at a high-level, ensure there are no knock-on effects to anyone else in the marketplace.

When asked, it was further confirmed that a Modification is required if the intention is to disapply charges and metering requirements.

RP advised he agrees with the points made and noted specifying in the Modification that these types of installations for this specific purpose could be proposed to qualify as a (new) specific type of exit and entry point with a new definition. He suggested making reference to the purpose of compressing gas back up the Grid and defining this special entry and exit point type and a and then pointing out the parts of Code that does not apply, then a bi-lateral document could be referenced and utilised for the detailed other aspects.

JM noted that asset ownership is a matter for a separate agreement for the GDN covering Standards and Design filtration, which is not a UNC issue.

JB confirmed that his company has started working on a Pilot with Cadent.

RHa requested a 'for the avoidance of doubt' statement to be included in the Solution referring to the bilateral document/agreement.

Workgroup agreed that more detail in the Solution is required to specify what change is required to the UNC; once that is done, SGN can then draft legal text.

## **2.0 Initial Discussion**

### **2.1. Issues and Questions from Panel**

#### **2.1.1. Consequential impact on upstream metering**

This question was considered during general Workgroup discussion as part of agenda item 1.0.

#### **2.1.2. Clarification of who would operate the installation and thus whether it is part of "the network"**

This question was considered during general Workgroup discussion as part of agenda item 1.0.

#### **2.1.3. What are the charging implications?**

This question was considered during general Workgroup discussion as part of agenda item 1.0.

#### **2.1.4. Please consider cross code impacts**

This question will be considered at a future Workgroup discussion.

#### **2.1.5. Please consider governance route**

This question was considered during general Workgroup discussion as part of agenda item 3.0.

### **2.2. Initial Representations**

None received.

### **2.3. Terms of Reference**

RHa provided a view of the Terms of Reference and pointed out the items that are different to the standard Terms of Reference. Workgroup had no questions. The Terms of Reference are published alongside the Modification at [www.gasgovernance.co.uk/0808](http://www.gasgovernance.co.uk/0808).

## **3.0 Next Steps**

RH confirmed that an amended Modification is required, once that is published a draft of the Legal Text can be provided.

JM further requested that the Modification needs to be as specific as possible as to what parts of the Code would need to be disapplied.

GD noted his concern that Workgroup are setting a precedent of setting the Legal Text before the Modification and the Workgroup Report has been developed.

It was agreed that TD will liaise with SGN regarding the development of the Legal Text before the next meeting.

RHa asked Workgroup to consider the Governance Route and showed the Self Governance/Authority Direction guidance document ([www.gasgovernance.co.uk/mods](http://www.gasgovernance.co.uk/mods)) onscreen, whilst talking through the various points.

It was noted that the UNC Modification Panel when first considering the Modification determined the Modification should follow Authority Direction route

**New Action 0105:** DNs to provide justification for an Authority Direction Governance route based on v1.0 of the Modification.

RHa noted that after June Workgroup she would ask TD to send in his thoughts on the panel questions to act as a strawman for inclusion into the Workgroup Report so Workgroup can comment on this. This would assist in formulating the Workgroup Report in the short timeframe. She added she expected that the Workgroup Report could hopefully be finalised at the July meeting.

RHa reiterated the next Workgroup meeting would build on the amended Modification from TD and ideally draft Legal text from SGN which could come from a clear solution; business rules; and a/some for avoidance of doubt statement(s) (regarding bi-lateral agreements).

#### 4.0 Any Other Business

RHa referenced the action update from Ofgem

<b>0104</b>	28/04/22	Pre-Mod	<i>Pre-Modification for Reverse Compression - Ofgem (HBr) to confirm where Net Zero fits into the Relevant Objectives within a Modification.</i>
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*The relevant objectives that Code Modifications need to be assessed against do not change because of net zero – they come from the Gas Act and, in turn, the licence. There is a clear hierarchy here. Net Zero is a policy aim and Ofgem assume that the Gas Act is consistent with this; it may change in time to prioritise or discriminate in favour of specific Net Zero approaches (e.g. removing the right to be connected to a gas main, for example) and that may in turn change the objectives but until primary legislation changes this, we should not re-interpret the objectives. Otherwise we risk making decisions on the basis of a random interpretation of these objectives i.e. we should approve project x even though it increases costs, is not cost reflective and may discriminate against some categories of Users because it is “good for net zero”.*

*Overall net zero should fit into all relevant objectives as it is an overarching goal.*

#### 5.0 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
Thursday 10:00 23 June 2022	5pm 14 June 2022	Microsoft Teams	<ul style="list-style-type: none"> <li>Standard Agenda</li> </ul>
Thursday 10:00 28 July 2022	5pm 19 July 2022	Microsoft Teams	<ul style="list-style-type: none"> <li>Standard Agenda</li> </ul>

**Action Table (as at 26 May 2022)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
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<b>0104</b>	28/04/22	Pre-Mod	<i>Pre-Modification for Reverse Compression</i> - Ofgem (HBr) to confirm where Net Zero fits into the Relevant Objectives within a Modification.	Ofgem (HBr)	<b>Closed</b>
<b>0204</b>	28/04/22	Pre-Mod	<i>Pre-Modification for Reverse Compression</i> - CNG Services (JB) to send a briefing on these issues to the Joint Office for Joint Office to share with Distribution Networks	CNG Services (JB)	<b>Closed</b>
<b>0105</b>			DNs to provide justification for an Authority Direction Governance route based on v1.0 of the Modification		<b>Pending</b>

**UNC Workgroup 0781R Minutes  
Review of the Unidentified Gas process  
Thursday 26 May 2022  
via Microsoft Teams**

<b>Attendees</b>		
Rebecca Hailes (Chair)	(RHa)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
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Ellie Rogers	(ER)	Xoserve
Fiona Cottam	(FC)	Correla on behalf of Xoserve (0781R only)
Gareth Evans	(GE)	Waters Wye Associates
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Hursley Moss	(HM)	Cornwall Insight
Joel Martin	(JM)	SGN
Kate Lancaster	(KL)	Xoserve
Louise Hellyer	(LH)	Totalenergies Gas & Power
Mark Field	(MF)	Sembcorp Energy UK
Mark Jones	(MJ)	SSE
Phil Lucas	(PL)	National Grid
Rhys Kealley	(RK)	British Gas
Samuel Lyons	(SL)	Wales & West Utilities
Steve Mulinganie	(SM)	Gazprom Energy
Tom Stuart	(TSt)	WWU

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0781/260522>

The Workgroup Report is due to be presented at the UNC Modification Panel by 21 July 2022.

## 1.0 Introduction and Status Review

### 1.1. Approval of Minutes (28 April 2022)

The minutes from the previous meeting were approved.

### 1.2. Approval of Late Papers

RHa confirmed the Draft Workgroup Report was published late which Workgroup confirmed they were happy to consider.

### 1.3. Review of Outstanding Actions

No outstanding actions to review.

## 2.0 Completion of Workgroup Report

In undertaking a detailed onscreen review of the draft Workgroup Report (v0.3 dated 12 May year), RHa completed amendments in-line with the feedback provided by those Workgroup participants in attendance.

### **Workgroup Impact Assessment**

The Proposer, DF, agreed with the approach for completion of the Workgroup Impact Assessment.

Each of the options for consideration of Modification 0781R, and their respective pros and cons, were reviewed by Workgroup and updates were made to the Workgroup Report in-line with the feedback provided by Workgroup.

1	Uniform Allocation model based on volume ("vanilla smear")
2	Static Model
3	Static Model (with regular audit)
4	Utilise existing industry datasets
5	Utilise existing industry datasets (AUGE top-up)
6	Balancer of last resort
7	<del>Smoother transition of scaling factor changes</del>
8	UIG Framework responsibility of sub-committee
9	Lengthen the duration of the AUGE term
10	Apply some method of smoothing/mitigation when transitioning from one AUGE regime to the next.

A discussion was held with regards to the preferred Workgroup options:

- Option 1 - Uniform Allocation model based on volume ("vanilla smear")
- Option 6 - Balancer of last resort
- No change – keep the current AUGE framework arrangements

RHa sought clarification that the statement that *Workgroup Participants appeared to be in agreement that large DM sites should be out of scope for Option 1* is correct, Workgroup considered this statement and agreed on alternative wording for this statement which was captured in the Workgroup Report.

Workgroup agreed that it will be for a Party to raise a suitable Modification if they wish to take forward the ideas and material generated by this Workgroup.

The Workgroup concluded that the Modification/Workgroup Report should be submitted to the UNC Modification Panel with a recommendation that the Review should be closed.

### **3.0 Next Steps**

RHa advised the Workgroup Report will be presented to the June 2022 UNC Modification Panel, a month early, with the Workgroup recommendation to close the Review.

### **4.0 Any Other Business**

#### **4.1. Feedback Request – AUG 2022/23**

FC confirmed that the Invitation to provide feedback on this year's AUG process, closes on the 10 June 2022. The request can be found published here: [AUG Year Review 2022 request.pdf \(gasgovernance.co.uk\)](https://gasgovernance.co.uk/AUG%20Year%20Review%202022%20request.pdf)

#### **4.2. Current UIG Levels**

FC provided a link to an update on current levels of Unidentified Gas which provides a narrative on why UIG levels are running negative and why this may continue for the rest of the year. [Update on current levels of Unidentified Gas \(UIG\) \(xoserve.com\)](#).

## 5.0 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)

Time / Date	Paper Publication Deadline	Venue	Programme
No planned meetings			

### Action Table (as at 26 May 2022)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
No outstanding actions					

**UNC Workgroup 0763R Minutes  
Review of Gas Meter By-Pass Arrangements  
Thursday 26 May 2022  
via Microsoft Teams**

<b>Attendees</b>		
Bob Fletcher (Chair)	(BF)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Claire Louise Roberts	(CLR)	ScottishPower
Clare Manning	(CM)	E.ON Energy
Dan Fittock	(DF)	Corona Energy
David Mitchell	(DM)	SGN
David Speake	(DS)	Engage
Ellie Rogers	(ER)	Xoserve
Gareth Evans	(GE)	Waters Wye Associates
Guv Dosanjh	(GD)	Cadent
Hursley Moss	(HM)	Cornwall Insight
Joel Martin	(JM)	SGN
Kate Lancaster	(KL)	Xoserve
Louise Hellyer	(LH)	Totalenergies Gas & Power
Mark Field	(MF)	Sembcorp Energy UK
Mark Jones	(MJ)	SSE
Phil Lucas	(PL)	National Grid
Rhys Kealley	(RK)	British Gas
Samuel Lyons	(SL)	Wales & West Utilities
Steve Mulinganie	(SM)	Gazprom Energy
Tom Stuart	(TSt)	WWU

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0763/260522>

The Workgroup Report is due to be presented at the UNC Modification Panel by 21 July 2022

## **1.0 Introduction and Status Review**

### **1.1. Approval of Minutes (24 February 2022)**

The minutes from the previous Workgroup were approved.

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

There were no late papers to consider.

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



**Action 0102:** *Consumer Owns Equipment* - Proposer (CLR) to check what happens with the installation of a Meter By-Pass when a Consumer owns the equipment

**Update:** Claire Louise Roberts (CLR) requested this action to be deferred to the June 2022 Workgroup. **Carried Forward**

**Action 0202:** Proposer (CLR) to clarify who is responsible for opening a Meter By-Pass.

**Update:** CLR confirmed the Meter Operator will advise when the By-Pass has been opened or closed. The valve on the By-Pass can only be opened by suitably qualified and authorised personnel. **Closed**

**Action 0302:** Proposer (CLR) to consider the questions raised:

- How many people have the authority to undertake this action other than the MAM?  
**Update:** CLR clarified only personnel that are suitably qualified and identified by the MAM as being an authorised person.
- If there is a responsible person on Site, should they notify the MAM that they have had to take that action?  
**Update:** CLR confirmed the responsible person on site should take a meter reading and notify the Supplier
- Gas Transporters – what criteria is required to approve the By-Pass?  
**Update:** CLR advised when a request is made, the request is from the MAM to the Transporter, therefore, this question is not applicable.
- What needs to happen to the By-Pass where Gas Transporters are not notified of the installation?  
**Update:** If the MAM is aware the By-Pass is open, they notify the relevant Supplier with the facts identified. If the By-Pass is not approved, then the Transporter should be notified.
- Who has the responsibility to know whether it should be open or closed and who has the information to determine if it should be open or closed?  
**Update:** CLR advised this is covered in the Flow Diagram shown in agenda item 2.1.

**Closed**

## 2.0 Consideration of Request

### 2.1. Review Further Analysis

Claire Louise Roberts provided an overview of the Meter By-Pass Process Flow Diagram which has been created to support the Meter By-Pass Guidance Document and is now published on the meeting page here: <https://www.gasgovernance.co.uk/0763/260522>.

The Flow Diagram covers the following main topics and communication routes. Where there was specific interaction regarding particular slides with the meeting participants, this has been captured within the minutes for each section of the Chart:

#### **Installation:**

When Steve Mulinganie (SM) asked what the maximum time period is for the Notification that is sent from the Supplier to the Shipper, CLR advised it is covered in the Guidance Document. SM suggested it would be helpful to have the time period showing on the Flow Diagram.

SM and Martin Attwood (MA) highlighted the Flow Diagram is very useful.

SM noted that a notification of the intention to use the By-Pass and how long the Customer is likely to be using it would be very useful information and asked how that information would be shared and who would have the responsibility to follow it up.

**Action 0105:** ScottishPower (CLR) to clarify how the notification of the intention to use the By-Pass is issued to the relevant parties.

## Operation

It was noted that the Flow Diagram shows that the arrangements to close the By-Pass is the responsibility of the Customer, however, it needs to be clarified who has the responsibility to make sure that happens.

MA clarified that new By-Passes on UK Link are typically set to closed or off and the ONJOB file is just informing CDSP there is a By-Pass present. This needs to be included in the Flow Diagram.

CLR will pick up with MA separately clarification relating to the Installation ONJOB and Closed ONUPD files.

SM suggested that if there is no requirement for the By-Pass to be open there needs to be a requirement for the Supplier to check the usage and confirm what has happened on site.

## Closure

CLR confirmed this is the end of the process; once the Shipper confirms that there is no need for a Consumption Adjustment the process ends because the confirmation is sent to CDSP.

## Removal

Workgroup discussed the arrangements with regards to misuse and/or theft and CLR advised she will update the Flow Diagram in line with the Guidance Document.

This marked the end of the review of the Flow Diagram.

Workgroup commented the Flow Diagram highlights the lack of governance that sits around the process and how any guidance would be approved.

CLR agreed to further review the Flow Diagram and provide a copy to be publish alongside the minutes. The Flow Diagram that was provided for Workgroup on 26 May 2022 has been published here: [www.gasgovernance.co.uk/0763/260522](http://www.gasgovernance.co.uk/0763/260522)

It was agreed that an extension to August 2022 should be requested.

**New Action 0205:** ScottishPower (CLR) to clarify if a Modification will be needed to add to Uniform Network Code (UNC) reference to the Guidance Document.

### 3.0 Next Steps

BF confirmed the next steps:

- CLR to review the Flow Diagram and update it in accordance with Workgroup discussions.
- BF to request an extension to August 2022 at the June 2022 UNC Modification Panel.

### 4.0 Any Other Business

None.

### 5.0 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
Thursday 10:00 23 June 2022	5pm 14 June 2022	Microsoft Teams	Standard Agenda

Thursday 10:00 28 July 2022	5pm 19 July 2022	Microsoft Teams	Standard Agenda
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Action Table (as of 26 May 2022)						
Action Ref	Meeting Date	Minute Ref	Action	Reporting Month	Owner	Status Update
0102	24/02/22	2.1	<i>Consumer Owns Equipment</i> - Proposer (CLR) to check what happens with the installation of a Meter By-Pass when a Consumer owns the equipment.	March 2022 May 2022 June 2022		Carried Forward
0202	24/02/22	2.1	Proposer (CLR) to clarify who is responsible for opening a Meter By-Pass.	March 2022 May 2022		Closed
0302	24/02/22	2.1	Proposer (CLR) to consider the questions raised: <ul style="list-style-type: none"> <li>• How many people have the authority to undertake this action other than the MAM?</li> <li>• If there is a responsible person on Site, should they notify the MAM that they have had to take that action?</li> <li>• Gas Transporters – what criteria is required to approve the By-Pass?</li> <li>• What needs to happen to the By-Pass where Gas Transporters are not notified of the installation?</li> <li>• Who has the responsibility to know whether it should be open or closed and who has the information to determine if it should be open or closed?</li> </ul>	March 2022 May 2022	Proposer (CLR)	Closed