

**UNC Workgroup 0664 Minutes
Transfer of Sites with Low Read Submission Performance from
Class 2 and 3 into Class 4**

Monday 10 August 2020

Via Teleconference

Attendees

| | | |
|---------------------------------------|-------|-----------------------|
| Lorraine O'Shaughnessy (Chair) | (LOS) | Joint Office |
| Maitrayee Bhowmick-Jewkes (Secretary) | (MBJ) | Joint Office |
| Andy Clasper | (AC) | Cadent |
| Ellie Rogers | (ER) | Xoserve |
| Fiona Cottam | (FC) | Xoserve |
| Jennifer Smith | (JS) | Hudson Energy |
| Kirsty Dudley | (KD) | Eon |
| Lorna Lewin | (LL) | Orsted |
| Mark Jones | (MJ) | SSE |
| Amy Rawdings | (AR) | Northern Gas Networks |
| Sean McSweeney | (SM) | EOn |

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0664/100820>

The Workgroup Report is due to be presented at the UNC Modification Pane by 20 August 2020.

1. Introduction and Status Review

Lorraine O'Shaughnessy (LOS) welcomed everyone to the meeting and confirmed the objective of this meeting was to finalise the Legal Text, Variation Request and Supplemental Report for Modification 0664 as well as review the Draft Modification 0664V.

1.1. Approval of Minutes (16 June 2020)

The minutes from the previous meeting were approved.

1.2. Approval of Late Papers

There were no later papers submitted.

2. Review of Outstanding Actions

Action 0701: Joint Office (LOS) to liaise with AJ to review the Varied Modification to rule out any IGT impacts.

Update: LOS informed the Workgroup that she had emailed Anne Jackson (AJ), who confirmed that on initial review no IGT impacts had been identified. Additionally, Mike Berrisford (MB) and Andy Clasper (AC) have confirmed this view. However, Mark Jones (MJ) advised the Workgroup that he had recently reviewed the Modification and Legal Text in detail with AJ and they have identified associated changes to the IGT UNC because of it. An IGT UNC Modification is therefore required. MJ confirmed that he will separately raise this Modification and keep the Workgroup informed via Panel of its progress. MJ also advised that because this Modification will be going to Ofgem for a decision, he did not foresee there being any issues in raising the IGT UNC Modification at a later date and expressed his view that the UNC and IGT Modifications would be aligned. **Closed**

Action 0702: AC to finalise the Legal Text and review impacts from Modification 0708.

Update: LOS confirmed to the Workgroup that AC has delivered the Legal Text and associated explanatory table. **Closed**

Action 0703: Joint Office (LOS) will finalise Variation Request and Supplemental Report before the next meeting.

Update: LOS confirmed that the final Variation Request and Supplementary Report are ready for the Workgroup to review at this meeting. **Closed**

Action 0704: MJ to review the Variation Request to ensure it is aligned to the varied Modification 0696V.

Update: MJ confirmed he had reviewed this and completed this action. **Closed**

Action 0705: Joint Office (MBJ) will confirm the meeting on 10 August.

Update: This has been completed. **Closed**

3. **Review of Revised Legal Text**

LOS informed the Workgroup that Andy Clasper (AC) had produced the revised Legal Text and explanatory tables for this Modification which was shared with Workgroup and invited AC to provide an update on the changes as a result of the Variation request.

AC explained that the Legal Text had two changes which were identified at the last meeting and both had been included in the revised version that has now been produced. He added there were no further changes to the original Legal Text as a result of Modification 0708 Re-Ordering of the UNC in advance of Faster Switching.

The Workgroup accepted this and approved the Legal Text met the intention of the Variation Request.

4. **Finalise Supplemental Report and Variation Request for August Panel submission**

LOS explained that the Variation Request and Supplemental Report for Modification 0664, had been published by the Joint Office in advance of the meeting for review by Workgroup and that a further meeting had taken place with the proposer Mark Jones (MJ) offline to review. She welcomed feedback from the Workgroup on both documents and proceeded to walkthrough each document, amending them according to the Workgroup's suggestions. The final version of both documents will be published after this meeting and will be presented at the August UNC Panel Meeting for determination

On LOS presenting the amended Variation Request which LOS advised that previous comments had been captured and reviewed at the June and July workgroup meetings to the Workgroup, Kirsty Dudley (KD) noted that LOS had captured the discussions from the Workgroup accurately in relation to why a Variation Request was raised. She asked if it required any further information. LOS explained because of the nature of this Request, it required sufficient clarification with the Workgroup on recommendations.

LOS noted that the cost and benefits table discussed in the July Workgroup meeting had been included in the Variation Request which the Workgroup accepted. She added that the Variation Request and the Supplemental Report, in conjunction, provides enough information for the Panel to consider the Variation Request for Modification 0664 and determine if the Variation Request is a material change. The Variation Request was considered and approved by the Workgroup and believed the change to be material which will be determined by UNC Panel in August.

LOS next presented the Supplemental Report, advising Workgroup that this was the request by UNC Panel in March to present to UNC Panel in August and added that it was the pre-requisite for the Variation Request to be presented to the UNC Panel. As it highlights the key areas of the Workgroup's discussions in the previous meeting which identified the need for a Variation Request for this Modification, noting that UNC Panel would need to review it alongside the Variation Request.

She also clarified the recommendation to the Panel and next steps. Some minor amendments were identified which LOS noted she had captured on the documents and she would present in the final draft to the Panel.

5. Review Varied Modification 0664V

LOS advised Workgroup that the 0664V Modification had been raised by MJ and published by Joint Office for discussion. LOS asked MJ if the Draft Modification 0664V was based on the latest version of Modification 0664 and received confirmation of this.

LOS presented the Draft Modification in tracked changes to the Workgroup and conducted a walkthrough of the document. Suggested amendments were captured and added as tracked changes to the Draft Modification, which will be published following this meeting.

Some points of key discussion were:

- The Modification Timetable was updated to show the Modification Panel decision on implementation is expected in September 2020. KD suggested a reduced consultation given that this had previously been reviewed and Workgroup agreed to the timetable presented.
- When reviewing Impacts, KD noted the impact on the IGT UNC should be added to the Modification, which was updated.
- Ellie Rogers (ER) suggested the wording 'limited system impacts' should be amended should be in line with the comments from the Supplemental Report from the CDSP impact section and highlighted the Xoserve change XRN 4990 which is reviewing this impact. The Modification was updated to reflect this. ER added that the ROM costs for Modification 0664 will be incorporated into 0664V
- The reasons why the Modification supports the UNC relevant Objectives were also updated and the recommendations to the Panel were:
 - Proceed to Consultation
 - Agree that Authority Direction should apply.

The Workgroup was satisfied the Draft Modification had been robustly reviewed and provided their approval for the Variation Request and provided tracked changes to the Modification, to be presented to Panel in August 2020.

LOS then carried out a walkthrough of the Workgroup Report for 0664V to ensure it was aligned to the amendments made to the Draft Modification as it would need to be presented to Panel. On the basis that the Workgroup had given the proposed changes thorough discussion in the supplemental Report and that a full review had taken place on the Variation Request, Workgroup felt that the Report would be ready to go out for consultation and therefore LOS captured the comments in the Workgroup Report. Some amendments were suggested and these were added to the report by LOS with a link to the Supplemental Report for 0664 included.

The Workgroup clarified and confirmed that the impact of this Modification on IGTs had been identified and this will be captured and highlighted in the Workgroup Report.

The Workgroup accepted the final version of the Workgroup Report to be presented to Panel in August. Workgroup agreed that under different circumstances the Variation Request based on if it was material or not material, would proceed to Consultation, and felt that providing clarification on the discussions in the Workgroup Report would better aid discussion at UNC Panel if required. If panel determined that the Variation Request is not material, the New Modification would continue where 0664 left off and Panel would consider whether to recommend implementation. The Final Modification Report would be discussed during Panel.

6. Next Steps

LOS confirmed the next steps to be:

- LOS will make the necessary amendments agreed by the Workgroup to the documents reviewed.
- LOS would send the final version of the documents to MJ for approval by COP 11 August 2020 to approve and these will be submitted as Panel day papers for the August Panel.
- LOS advised Workgroup that depending on the outcome of the Variation will determine if a further 0664V Workgroup Meeting would be required, as the UIG Workgroup is closing. This could be set up as a separate meeting.

7. Any Other Business

None.

8. Diary Planning

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

No further Workgroup meetings were planned.

Action Table (as at 17 August 2020)

| Action Ref | Meeting Date | Minute Ref | Action | Owner | Status Update |
|------------|--------------|------------|---|--------------------|---------------|
| 0701 | 28/07/20 | 3.0 | Joint Office (LOS) to liaise with AJ to review the Varied Modification to rule out any IGT impacts. | Joint Office (LOS) | Closed |
| 0702 | 28/07/20 | 3.0 | AC to finalise the Legal Text and review impacts from Modification 0708. | Cadent (AC) | Closed |
| 0703 | 28/07/20 | 4.0 | Joint Office (LOS) will finalise Variation Request and Supplemental Report before the next meeting. | Joint Office (LOS) | Closed |
| 0704 | 28/07/20 | 4.0 | MJ to review the Variation Request to ensure it is aligned to the varied Modification 0696V. | SSE (MJ) | Closed |
| 0705 | 28/07/20 | 4.0 | Joint Office (MBJ) will confirm the meeting on 10 August. | Joint Office (MBJ) | Closed |