

## UNC Governance Workgroup Minutes

Thursday 13 October 2022

via Microsoft Teams

Attendees		
Kate Elleman (Chair)	(KE)	Joint Office
Helen Cuin (Secretary)	(HCu)	Joint Office
Andy Clasper	(AC)	Cadent
Ben Mulcahy	(BM)	Northern Gas Networks
Clare Manning	(CM)	E.ON Next
Ellie Rogers	(ER)	Xoserve
Guv Dosanjh	(GD)	Cadent
Richard Loukes	(RL)	National Grid
Sally Hardman	(SH)	SGN
Steve Mulinganie	(SM)	SEFE Energy

*This Workgroup meeting will be considered quorate provided at least two Transporter and two Shipper User representatives are present.*

*Please note these minutes do not replicate detailed content provided within any presentation slides, therefore it is recommended that any published presentation material is reviewed in conjunction with these minutes. Copies of papers are available at: <https://www.gasgovernance.co.uk/Gov/131022>*

### 1.0 Introduction and Status Review

Kate Elleman (KE) welcomed all parties to the meeting.

#### 1.1. Approval of minutes (31 August 2022)

The minutes from the previous meeting were considered approved.

#### 1.1. Approval of Late Papers

None to approve.

#### 1.2. Review of outstanding Actions & Issues Log

**Action 0303:** Ofgem (JS) to provide a view on whether the Legal Text in a Modification can be amended whilst awaiting Ofgem's decision.

**Update:** In the absence of an Ofgem representative KE referred to the Legal Text Guidance Document, noting that the Final Modification Report can be referred back to the UNC Modification Panel if any change is required to the text. *(Please refer to the extract below).*

#### **Extract from Legal Text Guidance Document:**

*Having provided legal text in response to a request, the Transporters may subsequently amend the text until the time at which the Modification Panel determines whether or not to recommend implementation of a Modification, or whether or not to implement a self-governance Modification.*

*Subsequent to a final Modification report being submitted to the Authority for a decision as to whether or not a Modification should be implemented, any change to the text within the final Modification report results in that report being referred back to the Modification Panel, and the Panel may determine that, given the change to the proposed legal text, further consultation should occur.*

KE suggested an initial assessment is undertaken of the Modifications awaiting Ofgem decision which are over 6 months of age, to ascertain if the original text provided would potentially need to be updated to allow implementation.

Guv Dosanjh (GD) expressed concern about the potential cost of undertaking updates to legal text if a decision was made not to implement. Steve Mulinganie (SM) supported the Joint Office providing an initial view of which Modifications awaiting Ofgem decision may require revised text due to other UNC changes. It was agreed that revisions at this stage would not be requested from the Transporters. The initial assessment will be considered at the next meeting with a view to providing this to Ofgem for information on whether there will be a need to obtain revised text.

GD enquired if the Consent to Modify process could be utilised. It was understood that the Consent to Modify was for simplistic changes to correct issues such as paragraph numbering, or spelling mistakes.

Andy Clasper (AC) noted that if the original provided text has become obsolete it would be better to amend the text prior to Ofgem's decision. **Carried Forward**

**New Action 1001:** Joint Office (KE) to provide an initial assessment of all Modifications awaiting Ofgem decision over 6 months old, to establish if the original legal text would need revising to allow implementation.

**Action 0403:** Ofgem (HBr) to advise whether a Modification awaiting Ofgem's decision would need additional time for a decision to be issued if it's Legal Text was updated.

**Update:** View to be provided. **Carried Forward**

### 1.3. Modification(s) with Ofgem

Referring to the Ofgem Expected publication dates timetable at:

<https://www.ofgem.gov.uk/publications/code-modificationmodification-proposals-ofgem-decision-expected-publication-dates-timetable> dated 22 July 2022, KE noted the Modifications not listed, anticipating these would be added shortly.

**Post Meeting Note:** Ofgem republished an updated timetable on 14 October 2022.

### 1.4. Pre-Modification Discussions

None discussed.

## 2. Workgroups

### 2.1. Modification 0815S – DSC Committee Quoracy

(Report to Panel 17 November 2022)

<https://www.gasgovernance.co.uk/0815>

## 3. New Issues

No new issued raised.

## 4. Any Other Business

None raised.

## 5. Diary Planning

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

Time / Date	Paper Publication Deadline	Venue	Workgroup Programme
10:00 Wednesday 02 November 2022	5pm Tuesday 25 October 2022	Microsoft Teams	Standard Agenda
10:00 Wednesday 30 November 2022	5pm Tuesday 22 November 2022	Microsoft Teams	Standard Agenda

Action Table (as at 13 October 2022)					
Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0303	01/03/22	4.2	Ofgem (JS) to provide a view on whether the Legal Text in a Modification can be amended whilst awaiting Ofgem's decision.	Ofgem (JS)	Carried Forward
0403	01/03/22	4.2	Ofgem (HBr) to advise whether a Modification awaiting Ofgem's decision would need additional time for a decision to be issued if it's Legal Text was updated.	Ofgem (HBr)	Carried Forward
0802 (0815S)	31/08/22	2.1.1.	<b>Transferred from Workgroup 0815S:</b> Joint Office (YRH) to investigate the current User Representatives/Election process to understand if there are options for promoting more shippers to engage in the process.	Joint Office (YRH)	Carried Forward
1001	13/10/22	1.2	Joint Office (KE) to provide an initial assessment of all Modifications awaiting Ofgem decision over 6 months old, to establish if the original legal text would need revising to allow implementation.	Joint Office (KE)	Carried Forward

**UNC Workgroup 0815S Minutes  
DSC Committee Quoracy  
Thursday 13 October 2022  
via Microsoft Teams**

<b>Attendees</b>		
Kate Elleman (Chair)	(KE)	Joint Office
Helen Cuin (Secretary)	(HCu)	Joint Office
Andy Clasper	(AC)	Cadent
Ben Mulcahy	(BM)	Northern Gas Networks
Clare Manning	(CM)	E.ON Next
Ellie Rogers	(ER)	Xoserve
Guv Dosanjh	(GD)	Cadent
Richard Loukes	(RL)	National Grid
Sally Hardman	(SH)	SGN
Steve Mulinganie	(SM)	SEFE Energy

*The Workgroup Report is due to be presented at the UNC Modification Panel by 17 November 2022.  
This Workgroup meeting will be considered quorate provided at least two Transporter and two Shipper User representatives are present.  
Please note these minutes do not replicate detailed content provided within any presentation slides, therefore it is recommended that the published presentation material is reviewed in conjunction with these minutes.  
Copies of papers are available at: <https://www.gasgovernance.co.uk/0815/131022>*

## 1.0 Introduction and Status Review

Kate Elleman (KE) welcomed all parties to the meeting.

### 1.1. Approval of minutes (31 August 2022)

The minutes from the previous meeting were considered approved.

### 1.2. Approval of Late Papers

None to approve.

### 1.3. Review of Outstanding Actions

**0801:** Northern Gas Networks (TS/BM) and the Joint Office (YRH) to look at scenarios of vote weighting of Transporters and Shippers should the minimum quoracy requirement change to that proposed

**Update:** Ben Mulcahy (BM) provided Northern Gas Networks' (NGN) analysis having considered the parameters, autonomy, and the simple majority voting concept.

BM confirmed the following Membership attendance average for the DSC Change & Contract Management Committee meetings over the last 12 months (September 21 to September 22):

- Shipper average 4 attendees holding 6 votes
- Transporter average 5 attendees holding 6 votes

It was suggested based on the average attendance over 12 months that the quoracy arrangements could be 2 Shippers and 3 Transporters, to maintain a balance.

BM noted that reducing the minimum attendance numbers for both Shippers and Transporters, from 3 to 2, could potentially risk the minimum of 6 voting ratio, particularly for urgent or extraordinary meetings around holiday seasons. He suggested that the alternative of reducing Shipper members to 2 whilst maintaining the Transporter minimum at 3 would address this.

It was noted that all members are able to nominate an Alternate, with no limit on the number of Alternates. It was also noted that the Modification would not be changing the current voting rules. Therefore, Shipper Members (or their appointed Alternates) would still be capable of casting up to 6 votes and Transporters (including National Grid NTS and IGTs) would also be able to cast up to 6 votes. **Closed.**

**0802:** Joint Office (YRH) to investigate the current User Representatives/Election process to understand if there are options for promoting more shippers to engage in the process.

**Update:** KE confirmed that enhancements to the User Representative Appointment Process are being considered. It was agreed to transfer this action to the Governance Workgroup. **Closed.**

## 2.0 Amended Modification

Steve Mulinganie (SM) having considered the analysis undertaken by NGN agreed to amend the Modification to reduce the Shipper Quoracy from 3 to 2 and reduce the minimum of 7 votes down to 6 to remain quorate.

It was agreed on this basis the Workgroup Report could be finalised to capture the Workgroup's assessment.

Guv Dosanjh (GD) noted the need for Cadent to provide formal Legal text. The Workgroup reviewed the suggested text and believed the changes would be minimal. GD confirmed Cadent would provide the text for the Modification as soon as possible. KE confirmed that the formal legal text request would be made at the October UNC Modification Panel.

## 3.0 Development of Workgroup Report

The Workgroup considered and concluded the Workgroup Report based on the analysis provided and agreement to only amend the Shipper quoracy requirements and to reduce the number of required votes.

## 4.0 Next Steps

SM agreed to amend the Modification in line with discussions and Cadent noted the need to provide the Legal Text.

It was agreed that the Workgroup would not need to meet again unless any issues were identified with the Workgroup Report before the next Governance meeting planned for 02 November 2022.

A copy of the draft Workgroup Report has been published alongside the minutes to enable contributors to review the proposed Workgroup Report.

## 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)

No Further meetings were planned for Workgroup 0815S. See item 4.0.

**Action Table (as at 13 October 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>0801</b>	31/08/22	2.1.1.	Northern Gas Networks (TS/BM) and the Joint Office (YRH) to look at scenarios of vote weighting of Transporters and Shippers should the minimum quoracy requirement change to that proposed.	Northern Gas Networks (TS/BM)	October 2022	<b>Closed</b>
<b>0802</b>	31/08/22	2.1.1.	Joint Office (YRH) to investigate the current User Representatives/Election process to understand if there are options for promoting more shippers to engage in the process.	Joint Office (YRH)	October 2022	<b>Transferred to Gov WG</b>