

UNC Offtake Committee Minutes
Monday 04 July 2022
via Microsoft Teams

Attendees

Bob Fletcher (Chair) (BF) Joint Office
Helen Bennett (Secretary) (HB) Joint Office

Transporter Members (Voting)

Ben Hanley (BH) Northern Gas Networks
David Mitchell (DM) Scotia Gas Networks
Guv Dosanjh (GD) Cadent
Joshua Bates (JB) National Grid NTS

Papers available at: <https://www.gasgovernance.co.uk/OC/040722>

Decisions of the Offtake Committee - OAD Section N8.5.

8.5.1 Decisions of the Offtake Committee shall be made by the affirmative vote of all members present at a validly called meeting of the Offtake Committee at which at least two (2) members are present, of whom at least one is a member appointed by a Party other than National Grid (and references to the unanimous decision of the Offtake Committee shall be construed accordingly).

1. Introduction

Bob Fletcher (BF) welcomed all parties to the meeting.

1.1 Apologies for absence

1.2 Note of Alternates

None.

1.3 Quoracy Status

BF declared the meeting valid with four (4) Members present and welcomed Joshua Bates who has replaced Darren Lond.

1.4 Approval of Minutes (09 May 2022)

The minutes of the previous meeting were approved.

1.5 Approval of Late Papers

There were no late papers to consider.

1.6 Review of Outstanding Actions

0301: Cadent (GD/BO) to review the Validation Procedure document and provide feedback at the next meeting.

Update: Guv Dosanjh (GD) requested for this action to be carried forward to the September meeting. **Carried Forward**

Action 0401: National Grid (DL) to provide an update on how TD76 is referenced in demand methodologies.

Update: Joshua Bates (JB) provided an updated and advised TD76 was an old reference and National Grid believe the referencing is no longer needed and it is likely that a Modification will be required to remove or update the reference to the document.

JB further advised that checks are being made with ESO to ensure that they do not use it for their forecasting. National Grid require this confirmation before final assurance can be given at the next meeting in September 2022. **Carried Forward**

Action 0105: Each DNO to consider if they need their own forecasting methodology and look to develop a high-level principles document that will show their alignment.

Update: BF reminded the Committee that each Network is required to reference back to their own methodologies and check if, for example, TD76 is relevant to their methodologies or not.

GD suggested to keep the action open until Richard Pomroy is available to comment. **Carried Forward**

Action 0205: Committee to consider if the *Transmission System Operator to Distribution System Operator Agreement Guidelines v2.1* (updated as a consequence of the implementation of Modification 0794S) is still required. Parties to confirm the content of the guidelines and understand if the relevant sections around critical timing is needed.

Update: BF reminded the Committee that this action is to consider what level of detail needs to be in the published document. He added that System Control Rooms are likely to have their own communications processes to support communications with each other.

It was clarified that the document has been updated to take out contact information, but the Committee also need to consider whether it is a relevant document. The Control Room would establish communication procedures themselves and would not rely on this document.

It was agreed to defer this action to the next meeting as Richard Pomroy had a view that if information or data is critical it should be in Code and not necessarily in a Guidance Document. **Carried Forward**

2. Review OAD subsidiary documents, Section N Subsidiary Documents

2.1 Oftake Communication Document v2.1

This document was approved at the April 2022 meeting and is now published on the Joint Office website at <https://www.gasgovernance.co.uk/OADDocs>.

2.2 Transmission System Operator to Distribution System Operator Agreement Guidelines v2.1

This document was approved at the April 2022 meeting and is now published on the Joint Office website at <https://www.gasgovernance.co.uk/OADDocs>.

3. Next Steps

The Committee agreed the next meeting date, Monday 05 September 2022.

4. Any Other Business

None raised.

5. Diary Planning

The Committee agreed that bi-monthly meetings are more appropriate and that the next meeting would be September 2022.

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

Time/Date	Paper Publication Deadline	Venue	Programme
Monday 05 September 2022	Wednesday 24 August 2022	Microsoft Teams	OAD Document Review

Action Table (as of 04 July 2022)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Target Date	Status Update
0301	07/03/22	2.0	Cadent (GD/BO) to review the Validation Procedure document and provide feedback at the next meeting.	Cadent (GD/BO)	09 May 2022	Carried Forward
0401	06/04/22	1.6	National Grid (DL) to provide an update on how TD76 is referenced in demand methodologies.	National Grid NTS (DL)	09 May 2022	Carried Forward
0105	09/05/22	1.6	Individual DNOs to consider if they need their own forecasting methodology and look to develop a high-level principles document that will show their alignment.	Individual DNs	01 July 2022	Carried Forward
0205	09/05/22	1.6	Committee to consider if the <i>Transmission System Operator to Distribution System Operator Agreement Guidelines v2.1</i> (updated as a consequence of the implementation of Modification 0794S) is still required. Parties to confirm the content of the guidelines and understand if the relevant sections around critical timing is needed.	Offtake Committee	01 July 2022	Carried Forward