

## Workgroup Terms of Reference

### 0566S - UNC Modification Stakeholder Engagement and Guidelines

**Date referred from Panel:** 19 November 2015

#### Background – Why Change?

Please refer to: [www.gasgovernance.co.uk/0566](http://www.gasgovernance.co.uk/0566)

#### Solution

It is proposed to introduce new steps into the Modification Rules to promote pre-modification stakeholder engagement through the introduction of a UNC Modification Proposal Guidance Document, additional time for critical friend activities and enhanced Panel powers in requiring further modification development.

#### Topics for Discussion

- Understanding the objective
- Assessment of alternative means to achieve objective
- Development of Solution (including business rules if appropriate)
- Assessment of potential impacts of the modification
- Assessment of implementation costs
- Assessment of legal text.

#### Outputs

Produce a Workgroup Report for submission to the Modification Panel, containing the assessment and recommendations of the Workgroup.

#### Composition of Workgroup

The Workgroup is open to any party that wishes to attend or participate.

A Workgroup meeting will be quorate provided at least two Transporter and two User representatives are present.

#### Meeting Arrangements

Meetings will be administered by the Joint Office and conducted in accordance with the Code Administration Code of Practice.