

**UNC Distribution Workgroup Minutes**  
**Thursday 26 March 2020**  
**via Teleconference**

<b>Attendees</b>		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Anna Stankiewicz	(AS)	National Grid
Carl Whitehouse	(CW)	Shell Energy
David Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Ellie Rogers	(ER)	Xoserve
Gareth Evans	(GE)	Waters Wye Associates
Guv Dosanjh	(GD)	Cadent
India Koller	(IK)	SGN
Kirsty Dudley	(KD)	E.ON
Lea Slokar	(LS)	Ofgem
Lorna Lewin	(LL)	Orsted
Oorlagh Chapman	(OC)	British Gas
Phil Lucas	(PL)	National Grid
Rebecca Cailles	(RC)	BU-UK
Richard Pomroy	(RP)	Wales & West Utilities
Steve Britton	(SB)	Cornwall Insights
Steve Mulinganie	(SM)	Gazprom Energy
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: [www.gasgovernance.co.uk/dist/260320](http://www.gasgovernance.co.uk/dist/260320)

**1. Introduction and Status Review**

Alan Raper (AR) welcomed everyone to the meeting and invited introductions.

**1.1. Approval of Minutes (27 February 2020)**

The minutes from the previous meeting were accepted.

**1.2. Review Outstanding Actions**

**Action 1102:** *NGIS Reports* - DNs to investigate internally and report back to Workgroup.

**Update:** Tracey Saunders (TS) advised there are discussions going on between ENA and ICOSS with reference to this agenda item. There is no update yet. Gareth Evans (GE) added that he has been party to discussions and confirmed that there is a good understanding of the need for a full post code requirement. This will be reviewed as to how the postcode can be released within the email, longer term there will be a need to review the entire process. **Carried Forward**

**Action 1202:** Xoserve (DA) to assess the material effort to correct the formula for Class 3 and 4 New Supply Meter Points – reference AQ setting.

**Update:** No update was available for this meeting. **Carried Forward**

**Action 0101:** *NGIS Reports: (Action 1102):* SM will gather support and comments from ICOSS members and send email to all DNs directly.

**Update:** TS advised she will chase for an update. **Carried Forward**

**Action 0102:** *How would a shipper know if a site had been classified as Class 1 as a result of a Modification 0665 designation:* Xoserve to confirm if the Class 1 sites are showing in the Data Enquiry System (DES). If they are not, Xoserve to advise how best to identify prior to Modification 0665 implementation November 2020.

**Update:** Dave Addison (DA) advised there is no specific way that this information is made available, for the incoming shipper, the AQ can be seen, if the AQ is below the class 1 threshold, the option is to send in a nomination. DA/ER will circulate the solution.

**Post meeting update from Ellie Rogers, Xoserve:**

*As part of the implementation of 0665 part B (XRN4871B), a network designated indicator will be visible within Shipper Community and Shipper Portfolio view in DES at a Supply Meter Point basis.*

*Changes are also proposed to Shipper SPA files (including Nomination Response and Confirmation) to indicate where a site has been network designated. This is proposed to be displayed by a new data attribute: NETWORK\_DESIGNATED. It will be an Optional field and will be populated "Y" where the site has been network designated and "N" where is it not.*

*As such, Prospective Shippers could identify them. These changes are currently in scope to be delivered within November 2020 Major Release.*

*Ahead of November 2020 implementation, Shippers will not have visibility of network designated sites within DES and SPA files. The Supply Meter Point Class is visible in Community view to Shippers and Suppliers via APIs which Shippers and Suppliers can sign-up to gain access.*

*We have discussed at DWG a potential way for Shippers to identify sites which are network designated ahead of XRN4871B being implemented. This would involve Nominating a site to the Product Class of your choice (outside of Class 1), where the AQ for that site is below the Class 1 Requirement. If the site is network designated, it will still meet the Class 1 Requirement (despite the AQ being below the Class 1 threshold) and therefore the Shipper will receive a rejection: Rejection Code CLS00002 – "Supply meter point should be Class 1". If the site is not network designated the Nomination will not receive Rejection Code CLS00002. Through this, you can identify if the site is network designated.*

**Action 0102 Closed**

**Action 0103:** *Where requested the CDSP is required to pass a period of consumption data to an Incoming Shipper User when there is a Change of Tenancy (CoT):* DA to liaise with SM regarding the possibility of having to raise a Change Request with Ofgem, otherwise Shippers would not receive this data item.

**Update:** Xoserve have discussed this with Ofgem regarding getting the flag, Ofgem's view is that it is unlikely to go through, possible risk of non-compliance, carry forward the action and DA will liaise with SM. SM would like a change request to be raised for this to be implemented.

**Carried Forward**

**Action 0104:** *CDSP is required to pass a period of consumption data to an Incoming Shipper User when there is a Change of Tenancy (CoT):* All Shippers to provide an informal view for Xoserve to be able to decide the best way forward.

**Update:** Same as 0103 **Carried Forward**

**Action 0201:** *Rules governing the installation of converters:* AR to contact David Harper, Chair of the IGEM Technical Group to see if there is a specific recommendation as to when a corrector should be fitted.

**Update:** AR advised there is no legislation or regulation that that governs the installation of correctors at meter points and he would confirm that in a formalised note from the IGEM Technical Group and discuss at next meeting. **Carried Forward**

### 1.3. Modifications with Ofgem

#### **0687 - Creation of new charge to recover Last Resort Supply Payments:**

[www.gasgovernance.co.uk/0687/](http://www.gasgovernance.co.uk/0687/)

- Authority decision to 'send back' Modification 0687 received 09 October 2019
- Final Modification Report resubmitted, as requested by the Authority, 17 October 2019
- Still awaiting Authority decision

#### **0692S - Automatic updates to Meter Read Frequency:**

[www.gasgovernance.co.uk/0692/](http://www.gasgovernance.co.uk/0692/)

- Appeal received from EDF 07 January 2020
- See the published background to the Appeal of this Modification dated 10 January 2020
- A revised Notice of Implementation was published 16 January 2020.

### 1.4. Pre-Modification discussions

No pre-modification discussions to be had.

## 2. Workgroups

### 2.1. **0696 - Addressing inequities between Capacity booking under the UNC and arrangements set out in relevant NExAs**

(Report to Panel 16 April 2020)

[www.gasgovernance.co.uk/0696](http://www.gasgovernance.co.uk/0696)

### 2.2. **0701 – Aligning Capacity booking under the UNC and arrangements set out in the relevant NExAs**

(Report to Panel 16 April 2020)

[www.gasgovernance.co.uk/0701](http://www.gasgovernance.co.uk/0701)

### 2.3. **0697S – Alignment of the UNC TPD Section V5 and the Data Permissions Matrix**

(Report to Panel 21 May 2020)

[www.gasgovernance.co.uk/0697](http://www.gasgovernance.co.uk/0697)

### 2.4. **0715S - Amendment of the Data Permissions Matrix to add Electricity System Operator (ESO) as a new User type**

(Report to Panel 21 May 2020)

[www.gasgovernance.co.uk/0715](http://www.gasgovernance.co.uk/0715)

### 2.5. **0704S - Review of Transporter Theft of Gas Reporting**

(Report to Panel 16 April 2020)

[www.gasgovernance.co.uk/0704](http://www.gasgovernance.co.uk/0704)

### 2.6. **0710 CDSP provision of Class 1 read service**

(Report to Panel 16 April 2020)

[www.gasgovernance.co.uk/0710](http://www.gasgovernance.co.uk/0710)

### 3. COVID-19 Issues

Penny Garner updated the Workgroup and advised that, having liaised with Ofgem, it was agreed that discussions about the contractual effects and application of Force Majeure should be precluded from the meeting. While such discussions may be required at some point, the agreed view was that Distribution Workgroup is not the appropriate forum for these to take place.

Many Industry participants joined the call for this section of the agenda.

Liam King from Ofgem briefly joined the call and explained that Ofgem are aware that discussions would likely need to take place and would take time to consider how that would be facilitated. In the meantime, discussions should be with the Gas Transporters, with John Dixon advising that participants could use him as a point of contact with Ofgem.

A Workgroup participant directed the Workgroup to a document released by The Competition and Markets Authority (CMA) entitled: [CMA approach to business cooperation in response to COVID-19](#), which covers how the CMA will prioritise cases during the COVID-19 outbreak and their approach to the exemption criteria during the COVID-19 outbreak. In particular, it was highlighted that points 1.4 and 1.5 are key:

- 1.4 Throughout the UK, businesses are assisting in national and local efforts to tackle the consequences of the COVID-19 pandemic, from providing essential goods and services to consumers, to ensuring key workers can carry out their important tasks in getting the country through this crisis.
- 1.5 The CMA understands that this may involve coordination between competing businesses. It wants to provide reassurance that, provided that any such coordination is undertaken solely to address concerns arising from the current crisis and does not go further or last longer than what is necessary, the CMA will not take action against it.

*A joint statement issued by the European Competition Network on the 'application of competition law during the Corona crisis', on 23 March 2020, says that 'necessary and temporary measures put in place in order to avoid a shortage of supply... are unlikely to be problematic, since they would either not amount to a restriction of competition under Article 101 TFEU... or generate efficiencies that would most likely outweigh any such restriction.'*

Fiona Cottam (FC) joined the meeting to provide an update from Xoserve regarding impacts on NDM Allocation; UIG; Reconciliation; AQ and Transportation Charging.

In more detail the presentation provided a background to the current Great Britain lockdown due to the COVID-19 outbreak and detailed the unexpected impacts on Gas usage at individual sites; UIG; Meter Read performance and Reconciliation; AQ and Transportation charges. The intention of the presentation is to communicate Xoserve's view of those impacts by sector and explore possible mitigations.

#### **Impacts of step change in NDM demand**

The diagram on slide 5 of the presentation – *Impacts of step change in NDM demand*, shows a pictorial of what a step change in demand might look like.

#### **Impacts of sudden drop in NDM demand**

The diagram on slide 6 – *Impacts of sudden drop in NDM demand*, shows that through spring there is normally less demand so there is potentially less of an issue for domestic heating, but not necessarily across the whole portfolio.

#### **Considerations**

FC went on to provide a brief on the considerations that Xoserve are taking into account:

#### **NDM Nominations and Allocation:**

- Will be incorrect if usage changes suddenly – ideally the AQ would change to match the new usage
- Not all I&C sites will see a big drop in demand – some sectors will have to ramp up production to meet changing needs
- UIG will increase/decrease to offset any under/over-allocation

**Reconciliation:**

- Meter Point Reconciliation will correct Allocation errors and UIG
- Needs regular meter reads to correct the allocation – more important when there are unusual usage patterns – could take over between 12 and 48 months to flow through
- In theory, Monthly Read sites will see AQs react quicker due to more readings

**AQ**

- AQ will only follow usage in small steps, in line with accepted meter reads and will also take time to recover when usage goes back to normal,
- Class 1 and 2 transportation charges where AQ changes significantly
  - Capacity charge unit rates will increase where the AQ falls below 732,000 kWh or
  - Capacity charge unit rates will reduce where the AQ increases to over 732,000 kWh

It was mentioned that the formula year AQ could now be affected as December 2021 AQ could be significantly influenced by usage during the pandemic.

A Workgroup participant mentioned that the long-term standard transportation rate for all Class 2 sites would probably not work as charges would need to be reset and the process would be quite long.

Workgroup agreed they do not want urgent modifications being raised to address individual elements, and there is a need for a Workshop to consider options.

Workgroup thanked Xoserve for the information provided at very short notice.

**New Action 0301: COVID-19 Issues:** Joint Office to host a meeting in 2 weeks

**Post meeting note:** Meeting arranged for Tuesday 14 April

**4. CSS Consequential Changes – Detailed Design Report**

DA introduce the five documents of legal drafting that have been provided and advised he only intends providing a high-level overview of the two Drafting Notes, (Faster Switching and Retail Code Consolidation):

- Annex G-1
- Faster Switching – Drafting Note
- Retail Code Consolidation - ~Drafting Note
- Section G
- Section M

**Faster Switching SCR**

DA explained that the legal text that was prepared in May 2019 has needed to be updated and, consequently, changes have been made to TPD Section G and TPD Section M.

RP advised that *Modification 0710 - CDSP provision of Class 1 read service*, is making a lot of changes to TPD Section M but he doesn't think they impact.

DA advised he is still working through the Transportation Principal Document (TPD) and the impact on TPD section V5, when the data permissions matrix was being worked through. Two further sets of sites were identified that are out of scope – Supplier and Transporter exempt networks and added there is still lots of work to do in this area.

**Retail Code consolidation SCR**

DA confirmed this is an area of the code that CDSP have been looking at in relation to *Modification 0697 Alignment of the UNC TPD Section V5 and the Data Permissions Matrix*, explaining that changes would be required to: remove references to SPAA, amend to the definition of MAM and add new definitions to address the interaction with the REC.

When asked, DA clarified that *Modification 0708 - Re-ordering of the UNC in advance of Faster Switching* is taking the structure that this Modification also utilises. Da explained that he though Modification 0708 would put the structure in place and new Section G would align with the structure although he advised he would check and confirm with TS that this is the case.

AR confirmed this will require adding to the agenda for the next Distribution Workgroup meeting in April 2020.

DA confirmed that the Spring consultation will now be held in June 2020 and will include transitional text.

Workgroup thanked DA for providing the overview at the right level of detail.

## 5. Issues

Nothing raised at this meeting.

## 6. Any Other Business

### 6.1. Shipper Agreed Reads (SAR) Discussion

DA advised this item was left on the agenda to allow the opportunity for Shippers to consider the presentation given at last month's meeting.

It was agreed to place an action on all participants to review the slides provided at last month's meeting and close this as an AOB item.

**New Action 0302: Shipper Agreed Reads (SAR) Discussion:** All participants to review the slides provided at last month's meeting and close this as an AOB item. The slides can be found here: [www.gasgovernance.co.uk/dist/270220](http://www.gasgovernance.co.uk/dist/270220)

### 6.2. New MDD Market Participant Solution

DA advised this item was left on the agenda to allow the opportunity for Workgroup participants to consider the presentation given at last month's meeting.

It was agreed for this agenda item would be considered at the April 2020 meeting and for it to be placed higher up the agenda.

### 6.3. Rules governing the installation of converters

Workgroup agreed this no longer needs to be an AOB item on the agenda and will be covered in the update of Action 0201.

## 7. Diary Planning

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

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
09.30 Thursday 23 April 2020	Teleconference	Distribution Workgroup standard Agenda
10:30, Thursday 28 May 2020	TBC	Distribution Workgroup standard Agenda
10:30, Thursday 25 June 2020	TBC	Distribution Workgroup standard Agenda
10:30, Thursday 23 July 2020	TBC	Distribution Workgroup standard Agenda



**Action Table (as at 26 March 2020)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1102	28/11/19	6.3	<i>NGIS Reports</i> - DNs to investigate internally and report back to Workgroup	DNs	<b>Carried Forward</b>
1202	19/12/19	5.1	Xoserve (DA) to assess the material effort to correct the formula for Class 3 and 4 New Supply Meter Points	Xoserve (DA)	<b>Carried Forward</b>
0101	23/01/20	1.2	<i>NGIS Reports: (Action 1102):</i> SM will gather support and comments from ICOSS members and send email to all DNs directly.	Gazprom Energy (SM)	<b>Carried Forward</b>
0102	23/01/20	1.4	Xoserve to confirm if the Class 1 sites are showing in the Data Enquiry System (DES). If they are not, Xoserve to advise how best to identify prior to Modification 0665 implementation November 2020.	Xoserve (DA/ER)	<b>Closed</b>
0103	23/01/20	3.0	DA to liaise with SM regarding the possibility of having to raise a Change Request to Ofgem, or, Shippers will not be provided the information.	Xoserve (DA/ER)	<b>Carried Forward</b>
0104	23/01/20	3.0	<i>CDSP is required to pass a period of consumption data to an Incoming Shipper User when there is a Change of Tenancy (CoT):</i>  All Shippers to provide an informal view for Xoserve to be able to decide the best way forward	All Shippers	<b>Carried Forward</b>
0201	27/02/20	6.4	<i>Rules governing the installation of converters:</i>  AR to contact David Harper, Chair of the IGEN Technical Group to see if there is a specific recommendation as to when a corrector should be fitted.	JO (AR)	<b>Carried Forward</b>
0301	26/03/20	3.0	<b>COVID-19 Issues:</b> Joint Office to host a meeting in 2 weeks	JO (AR)	<b>Closed</b>
0302	26/03/20	6.1	<b>Shipper Agreed Reads (SAR) Discussion:</b> All participants to review the slides provided at last month's meeting and close this as an AOB item. The slides can be found here: <a href="http://www.gasgovernance.co.uk/dist/270220">www.gasgovernance.co.uk/dist/270220</a>	All	<b>Pending</b>

**UNC Workgroup 0696V Minutes  
Addressing inequities between Capacity booking under the UNC and  
arrangements set out in relevant NExAs**

**Thursday 26 March 2020**

**Via Teleconference**

<b>Attendees</b>		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Anna Stankiewicz	(AS)	National Grid
Carl Whitehouse	(CW)	Shell Energy
David Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Ellie Rogers	(ER)	Xoserve
Gareth Evans	(GE)	Waters Wye Associates
Guv Dosanjh	(GD)	Cadent
India Koller	(IK)	SGN
Kirsty Dudley	(KD)	E.ON
Lea Slokar	(LS)	Ofgem
Lorna Lewin	(LL)	Orsted
Oorlagh Chapman	(OC)	British Gas
Phil Lucas	(PL)	National Grid
Rebecca Cailles	(RC)	BU-UK
Richard Pomroy	(RP)	Wales & West Utilities
Steve Britton	(SB)	Cornwall Insights
Steve Mulinganie	(SM)	Gazprom Energy
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: [www.gasgovernance.co.uk/0696/260320](http://www.gasgovernance.co.uk/0696/260320)

The Workgroup Report is due to be presented at the UNC Modification Panel by April 2020.

## 1. Introduction and Status Review

Alan Raper (AR) provided an update of the recent discussion held at UNC Panel on 19 March 2020 and explained that Panel members determined that the Variation Request was accepted as an immaterial change to the Modification, by unanimous vote and that Modification 0696V be returned to Workgroup with a report due to Panel on 16 April, also by unanimous vote.

### 1.1. Approval of Minutes (27 February 2020)

The minutes from the previous meeting were accepted.

### 1.2. Review Outstanding Actions

**Action 0201:** AR to produce a draft Workgroup Report

**Update:** The Workgroup Report has been created and was circulated to the Workgroup for review and comment prior to the meeting. **Closed**



## 2. Development of Supplemental Report

### 2.1. Clarification of the current capacity booking arrangements, particularly in relation to:

- 2.1.1. Procedures
- 2.1.2. Responsibilities
- 2.1.3. Timing of events
- 2.1.4. Legal arrangements

These have been addressed in the Workgroup Report.

## 3. Detail on the deficiencies in the current arrangements – as described in the proposal

This was covered in the Workgroup Report.

## 4. Review of impact on central systems, processes, and procedures

This was covered in the Workgroup Report.

## 5. Review and assessment of the Legal Text

Richard Pomroy (RP) provided an overview of the drafted Legal Text Drafting which can be viewed here: [www.gasgovernance.co.uk/0696/260320](http://www.gasgovernance.co.uk/0696/260320).

RP advised Workgroup that this is quite a complex piece of code.

Steve Mulinganie (SM) said that the legal text is common between Modification 0696V and Modification 0701 and that the only difference is the retrospective element. However, Tracey Saunders (TS) advised there are different people drafting the legal text for Modification 0701 and that the modifications have developed along different paths, although conceptually there is a degree of commonality. TS added that Ofgem have previously confirmed each Modification will be looked at independently. SM sought assurance from Ofgem that this is not a concern. Lea Slokar (LS) confirmed that Ofgem will look at both Modifications in isolation.

AR summarised that Ofgem are aware of the issue of the legal drafting for Modification 0696V addresses issues similar to Modification 0701, but that since the Legal Text has been drafted independently by different transporters there will be some differences in the way the legal text is constructed.

### Review of Workgroup Report

AR provided an overview of the updated Workgroup report whereby Workgroup made suggestions for additional text and clarifications to be made where AR made live updates to the report:

#### Timetable

AR explained this has been updated to account for the Variation of the Modification.

#### Code Specific Matters

AR asked if one of the DNs could provide a blank template of a NExA, however, TS advised that the NExA agreements are DN specific. RP clarified that most of what is needed is annex A and the Workgroup Report could refer to the general content.

**New Action 0301:** TS to forward an email to Joint Office for inclusion in the Workgroup Report and Mod 701 Workgroup Report.

**Post meeting note:** Complete

## Section 5

SM explained that the variation is the addition of Business Rule 3.

For avoidance of doubt, Ellie Rogers (ER) specified Modification 0696 was originally proposed as an offline solution. For consistency, there will be a minor system change and this needs to be reflected in the Workgroup Report.

## Section 6

### Central systems impacts

ER suggested a slight amendment to clarify that it is still a manual solution for the capacity correction.

### Workgroup Impact Assessment

AR asked for any specific comments from Workgroup regarding the retrospective element. SM suggested this should be left to individual representations during consultation to show support or not for the retrospective element.

### Relevant Objectives

When asked, RP suggested commentary for licensee obligations advising it aligns the commercial arrangement better with the operational arrangement with the site, therefore, assists in managing capacity, however, the retrospective element conflicts with that.

AR added that the Supplementary Information included in the Workgroup Report provides a synopsis of procedures and responsibilities, as requested by Ofgem in their “send-back” letter.

## 6. Next Steps

AR confirmed the next steps:

- The Workgroup Report will be updated and published for comment and final review.
- Present Workgroup Report to April UNC Panel

## 7. Any Other Business

None raised.

## 8. Diary Planning

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

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
No further meetings planned		

### Action Table (as at 26 March 2020)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0201	27/02/20	1.0	AR to produce a draft Workgroup Report	Joint Office	Complete
0301	26/03/20		TS to forward an email to Joint Office for inclusion in the Workgroup Report and Mod 701 Workgroup Report.	NGN (TS)	Complete



## UNC Workgroup 0697S Minutes Alignment of the UNC TPD Section V5 and the Data Permissions Matrix

**Thursday 26 March 2020**

**via Teleconference**

<b>Attendees</b>		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Anna Stankiewicz	(AS)	National Grid
Carl Whitehouse	(CW)	Shell Energy
David Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Ellie Rogers	(ER)	Xoserve
Gareth Evans	(GE)	Waters Wye Associates
Guv Dosanjh	(GD)	Cadent
India Koller	(IK)	SGN
Kirsty Dudley	(KD)	E.ON
Lea Slokar	(LS)	Ofgem
Lorna Lewin	(LL)	Orsted
Oorlagh Chapman	(OC)	British Gas
Phil Lucas	(PL)	National Grid
Rebecca Cailles	(RC)	BU-UK
Richard Pomroy	(RP)	Wales & West Utilities
Steve Britton	(SB)	Cornwall Insights
Steve Mulinganie	(SM)	Gazprom Energy
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: [www.gasgovernance.co.uk/0697/260320](http://www.gasgovernance.co.uk/0697/260320)

The Workgroup Report is due to be presented at the UNC Modification Panel by 21 May 2020.

### 1.0 Introduction and Status Review

#### 1.1. Approval of Minutes (27 February 2020)

The minutes from the previous meeting were accepted.

#### 1.2. Review Outstanding Actions

**Action 0101:** DA to review data access regarding SPAA items – this includes ETTOS/TRAS; Transporters and Commercial access

**Update:** No update provided. **Carried Forward**

**Action 0201:** Cadent (AC) to consider the discussions to date, the content of the proposal, and provide an initial view of the legal text required to implement

**Update:** Andy Clasper (AC) confirmed he will provide legal text ready for the next meeting.  
**Closed**

## 2.0 Amended Modification

Ellie Rogers (ER) explained that Xoserve will not specifically reference the parties permitted to receive data in the UNC as the DPM is a formal document, therefore there is no necessity to state it twice.

ER advised that following feedback in relation to legal text she will be adding a few clarification sentences and amending the Modification.

Andy Clasper (AC) confirmed he will provide legal text ready for the next meeting.

Alan Raper (AR) summarised that an amended Modification will be submitted, and legal text will be provided for the next meeting.

### **The meeting was very brief, and in order to expand on the revisions to Modification 0697 a post-meeting update has been provided by ER, Xoserve:**

Modification 0697S has now been amended to incorporate the following approach:

The approach for Modification 0697S has changed to remove not only the actual data items Users have access to but also the Users themselves. As a result, the UNC will not list the parties or the data items, it will simply rely on the Data Permissions Matrix (DPM) as the governed document for this information. The logic for this approach is to avoid duplication as the DPM is a document referenced in the UNC, therefore, listing the types of User in UNC V5 and the DPM would technically be referencing them in code twice. *For the avoidance of doubt, despite removing Users from V5, Modification 0697S intends to keep the current logic in place for adding a new User to the DPM, therefore a Code Modification will still be required for this activity but following implementation, the User will not be specifically referenced in UNC, just the DPM.*

Any reference to 'Research Body' and 'ESO' has been removed from the scope of Modification 0697S. Cadent are unable to provide legal text based on something that does not exist in code yet. As Modification 0702S - Introducing 'Research Body' as a new User type to the Data Permissions Matrix, and 0715S - Amendment of the Data Permission Matrix and UNC TPD Section V5 to add Electricity System Operator ('ESO') as a new User type, are currently inflight, their legal text is not live within UNC yet. Assuming they are approved, once implemented, both Research Body and ESO would be referenced in UNC V5. Since Modification 0697S is progressing and legal text being requested, these elements have been excluded from the in scope of the change. *For the avoidance of doubt, a subsequent modification will be required following the implementation of Modification 0697S to remove the legal text and reference to new users created under Modification 0702S and Modification 0715S.*

Distribution Workgroup participants should be aware that where the CDSP receive a non-specific request, the DSC Contract Management Committee will be asked what conditions should be applied in order for that User to access particular data items.

## 3.0 Review of Legal Text

Consideration of the legal text was deferred to the next meeting in April 2020.

## 4.0 Development of Workgroup Report

Consideration of the development of the Workgroup Report was deferred to the next meeting in April 2020.

## 5.0 Next Steps

AR confirmed the next steps as being:

- The proposer to submit of an amended proposal based on discussions at Workgroup.
- Cadent, who are the legal text providers, to consider the discussions to date, the content of the proposal, and provide an initial view of the legal text required to implement.

## 6.0 Any Other Business

None.

## 7.0 Diary Planning

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

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
10:30, Thursday 23 April 2020	Teleconference	Distribution Workgroup Standard Agenda

### Action Table (as at 26 March 2020)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0101	23/01/20	2.0	DA to review data access regarding SPAA items – this includes ETTOS/TRAS; Transporters and Commercial access	Xoserve (DA)	<b>Carried Forward</b>
0201	27/02/20	2.0	Cadent (AC) to consider the discussions to date, the content of the proposal, and provide an initial view of the legal text required to implement	Cadent (AC)	<b>Closed</b>



## UNC Workgroup 0701 Minutes Aligning Capacity booking under the UNC and arrangements set out in relevant NExAs

**Thursday 26 March 2020**

**Via Teleconference**

<b>Attendees</b>		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Anna Stankiewicz	(AS)	National Grid
Carl Whitehouse	(CW)	Shell Energy
David Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Ellie Rogers	(ER)	Xoserve
Gareth Evans	(GE)	Waters Wye Associates
Guv Dosanjh	(GD)	Cadent
India Koller	(IK)	SGN
Kirsty Dudley	(KD)	E.ON
Lea Slokar	(LS)	Ofgem
Lorna Lewin	(LL)	Orsted
Oorlagh Chapman	(OC)	British Gas
Phil Lucas	(PL)	National Grid
Rebecca Cailes	(RC)	BU-UK
Richard Pomroy	(RP)	Wales & West Utilities
Steve Britton	(SB)	Cornwall Insights
Steve Mulinganie	(SM)	Gazprom Energy
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: [www.gasgovernance.co.uk/0701/260320](http://www.gasgovernance.co.uk/0701/260320)

The Workgroup Report is due to be presented at the UNC Modification Panel by 16 April 2020.

### 1.0 Introduction and Status Review

#### 1.1. Approval of Minutes (27 February 2020)

The minutes from the 27 February were accepted.

#### 1.2. Review of outstanding actions

**Action 0201:** Central System Impacts: DA to email TS explaining what his concerns are with the Legal Text.

**Update:** TS advised that the legal text had been amended for clarity. **Closed**

**Action 0202:** AR will publish the amended Workgroup Report and action Workgroup to review and comment.

**Update:** The Workgroup Report was circulated to Workgroup ahead of this meeting for review and comment. **Closed**

**Action 0203:** Joint Office will publish the legal text and action Workgroup to review and comment.

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

## 2.0 Amended Modification

The Modification has not been amended since the last meeting.

## 3.0 Review of Legal Text

TS provided a review of the legal text and legal text commentary and explained that in section 5.5.5 she has added the CDSP informing the Transporter for clarity.

## 4.0 Completion of the Workgroup Report

AR presented a revised version of the Workgroup Report and pointed out the updates and Workgroup made suggested minor wording changes.

An updated Workgroup Report will be republished for final comments and be presented to UNC Panel 16 April 2020.

## 5.0 Next Steps

AR confirmed the next steps:

The Workgroup Report will be republished for final comments and be presented to UNC Panel 16 April 2020.

## 6.0 Any Other Business

None.

## 7.0 Diary Planning

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

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
No further meetings planned		

### Action Table (as at 26 March 2020)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0201	27/02/20	5.0	Central System Impacts: DA to email TS explaining what his concerns are with the Legal Text.	Xoserve (DA)	Closed
0202	27/02/20	5.0	AR will publish the amended Workgroup Report and action Workgroup to review and comment.	Joint Office	Closed
0203	27/02/20	5.0	Joint Office will publish the Legal Text and action Workgroup to review and comment.	Joint Office	Closed

**UNC Workgroup 0704S Minutes  
Transporter Theft of Gas Reporting  
Thursday 26 March 2020  
Via Teleconference**

<b>Attendees</b>		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Anna Stankiewicz	(AS)	National Grid
Carl Whitehouse	(CW)	Shell Energy
David Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Ellie Rogers	(ER)	Xoserve
Gareth Evans	(GE)	Waters Wye Associates
Guv Dosanjh	(GD)	Cadent
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Kirsty Dudley	(KD)	E.ON
Lea Slokar	(LS)	Ofgem
Lorna Lewin	(LL)	Orsted
Oorlagh Chapman	(OC)	British Gas
Phil Lucas	(PL)	National Grid
Rebecca Cailes	(RC)	BU-UK
Richard Pomroy	(RP)	Wales & West Utilities
Steve Britton	(SB)	Cornwall Insights
Steve Mulinganie	(SM)	Gazprom Energy
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: [www.gasgovernance.co.uk/0704/260320](http://www.gasgovernance.co.uk/0704/260320)

The Workgroup Report is due to be presented at the UNC Modification Panel by 16 April 2020.

## **1.0 Introduction and Status Review**

### **1.1. Approval of Minutes (27 February 2020)**

The minutes from the previous meeting were accepted.

### **1.2. Review of outstanding actions**

No outstanding actions.

## **2.0 Amended Modification**

The Modification has not been amended since the version discussed at Workgroup held 27 February 2020.

## **3.0 Development of Workgroup Report**

AR provided an overview of the current version of the Workgroup Report.

### **Impacts & Other Considerations**

It was confirmed that an IGT Modification has been raised.

ER advised there is no XRN for this Modification and that a manual solution is being considered that would require the CDSP to collate the information and provide reports for publication on the Joint Office Website. This would rely on a change in processes from the Networks to make sure that can happen in terms of passing the data to CDSP. There is no Central System impact.

#### 4.0 Next Steps

AR confirmed the next steps:

- The Workgroup Report will be finalised and published
- The Workgroup Report will be presented to UNC Panel 16 April 2020.

#### 5.0 Any Other Business

None.

#### 6.0 Diary Planning

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

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
No further meetings planned.		

#### Action Table (as at 26 March 2020)

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

**UNC Workgroup 0710 Agenda**  
**CDSP provision of Class 1 Read Service**  
**Thursday 26 March 2020**  
**Via Teleconference**

<b>Attendees</b>		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Anna Stankiewicz	(AS)	National Grid
Carl Whitehouse	(CW)	Shell Energy
David Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Ellie Rogers	(ER)	Xoserve
Gareth Evans	(GE)	Waters Wye Associates
Guv Dosanjh	(GD)	Cadent
India Koller	(IK)	SGN
Kirsty Dudley	(KD)	E.ON
Lea Slokar	(LS)	Ofgem
Lorna Lewin	(LL)	Orsted
Oorlagh Chapman	(OC)	British Gas
Phil Lucas	(PL)	National Grid
Rebecca Cailles	(RC)	BU-UK
Richard Pomroy	(RP)	Wales & West Utilities
Steve Britton	(SB)	Cornwall Insights
Steve Mulinganie	(SM)	Gazprom Energy
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: [www.gasgovernance.co.uk/0710/260320](http://www.gasgovernance.co.uk/0710/260320)

The Workgroup Report is due to be presented at the UNC Modification Panel by 18 June 2020.

## 1.0 Approval of Minutes (27 February 2020)

The minutes for previous meeting were reviewed and accepted.

### 1.1. Review of outstanding actions relating to Modification 0710

**Action 0201:** All to provide feedback regarding section 6.5.1 & 6.5.2 being removed, the within day read provision would then become part of the DSC Service Line. **Deadline is 13 March 2020.**

**Update:** No further update provided. **Closed**

## 2.0 Amended Modification

Alan Raper (AR) advised Workgroup that the amended Modification; the legal text and the legal text commentary has all been published.

Richard Pomroy provided a brief overview of the amendments made to the Modification. AR advised that Workgroup that it would be helpful if they reviewed the legal text before the meeting.

RP advised it is becoming increasingly unlikely that this Modification will be implemented in 2020, although Shippers should consider the future service requirements, as soon as possible.

### 3.0 Completion of Workgroup Report

As consideration of Modification 0710 by UNC Panel has been deferred to June 2020, development of the Workgroup Report will commence at the next Workgroup meeting in April 2020.

#### 3.1. Issues and Questions from Panel:

**3.1.1.** Consider whether this modification satisfies the self-governance criteria specifically bearing in mind the effect on competition.

This was previously discussed at an earlier meeting, see minutes from that discussion below:

*Workgroup considered this question from Panel again, and the consensus of the Workgroup remains that the implementation decision should be made by way of an Authority Direction.*

**3.1.2.** Consider when should the proposal take effect

This was previously discussed at an earlier meeting, see minutes from that discussion below:

*Workgroup considered this question from Panel and agreed implementation should aim for July 2020 but, given current events, this is becoming increasingly unlikely.*

### 4.0 Next Steps

AR confirmed the next steps:

- Review legal text
- Develop the 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)

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
09.30 Thursday 23 April 2020	Teleconference	Distribution Workgroup standard Agenda
10:30, Thursday 28 May 2020	TBC	Distribution Workgroup standard Agenda

#### Action Table (as at 26 March 2020)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0201	27/02/20	2.1	Legal Text: All to provide feedback regarding section 6.5.1 & 6.5.2	All	Closed



**Action Table (as at 26 March 2020)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
			being removed, the within day read provision would then become part of the DSC Service Line. <b>Deadline is 13 March 2020.</b>		

## UNC Workgroup 0715S Minutes

### Amendment of the Data Permissions Matrix to add Electricity System Operator (ESO) as a new User type

Thursday 26 March 2020

Via Teleconference

Attendees		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Anna Stankiewicz	(AS)	National Grid
Carl Whitehouse	(CW)	Shell Energy
David Addison	(DA)	Xoserve
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Richard Pomroy	(RP)	Wales & West Utilities
Steve Britton	(SB)	Cornwall Insights
Steve Mulinganie	(SM)	Gazprom Energy
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: [www.gasgovernance.co.uk/0715/260320](http://www.gasgovernance.co.uk/0715/260320)

The Workgroup Report is due to be presented at the UNC Modification Panel by 21 May 2020, (now 16 April 2020).

#### 1.0 Introduction and Status Review

##### 1.1. Approval of Minutes (27 February 2020)

The minutes from the previous meeting were accepted.

##### 1.2. Review of outstanding actions

There were no outstanding actions to review.

#### 2.0 Amended Modification

The Modification has not been amended since the last meeting.

#### 3.0 Consideration of Legal Text

Legal Text was considered as part of agenda item 5.0 Development of the Workgroup Report.

#### **4.0 Issues and Questions from Panel**

4.1.1. Consider what data is already available and whether the ESO addition to DPM still needs to be progressed

This was previously discussed at an earlier meeting, see minutes from that discussion below:

*Workgroup agreed that the addition of ESO to the DPM is required.*

4.1.2. Consider if a change to UNC TPD Section V5 is required

This was previously discussed at an earlier meeting, see minutes from that discussion below:

*Workgroup considered the panel question and concluded that all User types will be in code as well as DPM. For the avoidance of doubt Workgroup agreed that ESO needs to be added to the code.*

*In light of the knowledge that other user types are listed in code; PL accepts this change also needs to be included in code.*

*AR advised that an amended Modification is now required to clarify the code changes to section V5 and, as this Modification is linked to a specific purpose, (FES), it may need to be made more generic.*

*It was recognised that a similar IGT Modification would need to be raised. Joint Office have notified the IGT Panel chair that this is the case.*

#### **5.0 Development of Workgroup Report**

AR provided a review of the current version of the Workgroup Report.

##### **Consumer impacts**

PL advised that understanding the Energy Market allows Users to better account for future trends in energy patterns. AR confirmed he will add this to the Workgroup Report.

##### **Cross code Impacts**

It was confirmed that an IGT Modification has been raised.

##### **Implementation**

Workgroup agreed that the IGT and UNC Modifications need to be implemented together.

PL advised that once the IGT Modification has been implemented both Modifications can be discussed at DSC Change Management Committee.

KD raised awareness that it would be poor governance, if both Modifications are not implemented at the same time.

AR summarised and advised that the two Modifications would run in parallel as much as possible, but should they be implemented on different dates, DSC change governance would combine into a single change, as and when the DPM is amended.

The legal text has been inserted into the Workgroup Report and this was reviewed by Workgroup.

Workgroup agreed that the report could now be submitted panel.

#### **6.0 Next Steps**

AR confirmed the next steps:

- Finalise and publish the Workgroup Report
- Present to April UNC Panel

**7.0 Any Other Business**

None.

**8.0 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	Venue	Workgroup Programme
No further meetings planned		

**Action Table (as at 26 March 2020)**

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