

## UNC Independent Gas Transporter Arrangements Document (IGTAD) Committee Minutes

**Monday 23 October 2023**

**via Microsoft Teams**

<b>Attendees</b>		
Helen Bennett (Chair)	(HB)	Joint Office
<b>IGT Representatives (Voting)</b>		
Cher Harris	(CH)	Indigo Pipelines
Jenny Rawlinson + Alternate for Stuart Monk	(JR)	BU UK
Peter Olsen	(PO)	Energy Assets
Tom Jenkins	(TJ)	ESP Utilities Group
<b>Transporter Representatives (Voting)</b>		
Edward Allard	(EA)	Cadent Gas
Tom Stuart +Alternate for Tracey Saunders	(RP)	Wales & West Utilities
<b>Observers (Non-Voting)</b>		
Charlotte Gilbert	(CG)	BU UK
Lorna Archer	(LA)	SGN
<p><i>IGTAD meetings will be quorate with at least six Voting Members, of which at least two shall be Independent Gas Transporters (IGTs) and two Transporters.</i></p> <p><i>Please note these minutes do not replicate the detailed content provided within the meeting papers. It is recommended that the published material is reviewed in conjunction with these minutes. Copies of papers are available at: <a href="https://www.gasgovernance.co.uk/igtad/231023">https://www.gasgovernance.co.uk/igtad/231023</a></i></p>		

### 1. Introduction

Helen Bennett (HB) welcomed all parties to the meeting.

### 2. Confirmation of Membership/Alternates and Apologies for Absence

#### 2.1 Apologies for absence

Apologies received from Stuart Monk

#### 2.2 Note of Alternates

Jenny Rawlinson for Stuart Monk

Tom Stuart for Tracey Saunders.

#### 2.3 Quoracy Status

The meeting was confirmed quorate with 4 Voting IGT members, and 3 Voting Transporter members present.

### 3. Approval of Minutes (24 July 2023)

The minutes from the July meeting were approved.

### 4. IGT Market Entrants and Withdrawals

No known IGT applications or Withdrawals.

### 5. IGTAD Subsidiary Document(s)

Although there are no known IGTAD Subsidiary Documents to review, the Chair asked members

if they knew what the trigger would be for such documents to come to this Committee for review. Members debated this and agreed that the whole process and the Governance of the subsidiary documents will be discussed at the next meeting in January 2024.

### **Post Meeting Note:**

Uniform Network Code – Independent Gas Transporter Arrangements Document, Section F – General, Paragraph 1.2 states the following:

#### **Subsidiary Documents 1.2.**

*1.2.1 In this Document, “IGTAD Subsidiary Document” means any document which may be specified or may be agreed by the Parties to be an IGTAD Subsidiary Document.*

*1.2.2 The version of each IGTAD Subsidiary Document prevailing at the date of this Document is the version issued by National Gas Transmission on or before the date of this Document.*

*1.2.3 The IGTAD Committee shall keep each IGTAD Subsidiary Document under review.*

*1.2.4 Any Party may propose a modification to an IGTAD Subsidiary Document.*

*1.2.5 The IGTAD Committee shall establish and implement the procedure to be adopted in relation to a proposal to modify an IGTAD Subsidiary Document.*

*1.2.6 A modification of an IGTAD Subsidiary Document shall be made by the decision (subject to and in accordance with paragraph 7.5) of the IGTAD Committee and not otherwise.*

*1.2.7 The Parties shall comply with the IGTAD Subsidiary Documents.*

## **6. UNC / IGT Cross Code Impacts**

HB presented the list of Live Modifications to the committee for discussion and made live updates to the IGTAD Live Modifications Tracker which is published here: [www.gasgovernance.co.uk/igtad/231023](http://www.gasgovernance.co.uk/igtad/231023).

## **7. Matters for Committee Attention**

### **7.1 100% Hydrogen Trial (Domestic)**

Lorna Archer (LA) provided an overview of the **H100 Fife Industry Engagement** Regulatory Discussion Topics – Metering, Billing & Data Flows presentation which details the following topics:

1. *Hydrogen Transition Schedule*
2. *Customer Communications Examples & Uptake*
3. *Gas Entry & Distribution – System Balancing*
4. *Smart Metering*
  - a) *Types*
  - b) *Ownership & Management*
  - c) *Metering Accuracy*
5. *Billing Accuracy – Multiplication Factor*
6. *Technical Preconditions for Hydrogen Metering*
7. *Identifying H100 Fife Customers in Central Systems*
8. *Customer Choice - OptIn/Out Process*
9. *Supplier Collaboration Requirements Pre-Install*
10. *Recap*
11. *Industry Ask and Contact Information*

Please refer to the published material here: [www.gasgovernance.co.uk/igtad/231023](http://www.gasgovernance.co.uk/igtad/231023).

## **8. Communication of Key Messages**

There were no key messages to communicate to the Committee.

## **9. Review of Outstanding Actions**

**Action 0701:** YRH to propose a process to keep track of attendees' Response to meeting Invitation

and that an Alternate is nominated if Voting members are not available to attend.

**Update:** The Chair will continue to monitor attendance. **Closed**

**10. Any Other Business**

The Chair noted that Stuart Monk has notified the Joint Office that he is leaving mua Group on 30 November 2023 and will therefore be relinquishing his seat at future IGTAD meetings. Stuart has notified INA who are considering his replacement.

The Chair would like to pass on Joint Office thanks to Stuart for his participation at IGTAD and wishes him well.

**11. 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	Paper Deadline	Publication	Venue	Programme
10am Monday 22 January 2024	5pm 12 January 2024		Microsoft Teams	Standard Agenda
10am Monday 22 April 2024	5pm 12 April 2024		Microsoft Teams	Standard Agenda
10am Monday 22 July 2024	5pm 12 July 2024		Microsoft Teams	Standard Agenda
10am Monday 21 October 2024	5pm 11 October 2024		Microsoft Teams	Standard Agenda

**IGTAD Action Table**

Action Ref	Meeting Date	Min Ref	Action	Owner	Due Date	Status Update
0701	24/07/23	9.0	YRH to propose a process to keep track of attendees' responses to meeting Invitation and that an Alternate is nominated if Voting members are not available to attend.	Joint Office (YRH)	Oct 23	Closed