

**UNC Workgroup 0815S Minutes
DSC Committee Quoracy
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

*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

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

Action Table (as at 13 October 2022)						
Action Ref	Meeting Date	Minute Ref	Action	Owner	Reporting Month	Status Update
0801	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	Closed
0802	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	Transferred to Gov WG