

**UNC Workgroup 0834S Minutes
Inclusion of the “Process for the Update and Retention of Shared
Site Drawings” as a Subsidiary Document within the Offtake
Arrangements Document**

Monday 27 March 2023

via Microsoft Teams

Attendees

Eric Fowler (Chair)	(EF)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Ben Hanley	(BH)	Northern Gas Networks
David Mitchell	(DM)	SGN
Leteria Beccano	(LB)	Wales & West Utilities
Louise McGoldrick	(LMc)	National Gas Transmission
Nathan Hibbitt	(NH)	National Gas Transmission
Phil Lucas	(PL)	National Gas Transmission
Simon Howard	(SH)	Cadent
Stephen Ruane	(SR)	National Gas Transmission

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 the detailed content provided within the presentation slides, therefore it is recommended that the published presentation material is reviewed in conjunction with these minutes. Copies of the papers are available at: www.gasgovernance.co.uk/0834/270323

The Workgroup Report is currently due to be presented at the UNC Modification Panel by 20 April 2023.

1.0 Introduction and Status Review

1.1. Approval of Minutes (09 February 2023)

The minutes from 09 February 2023 were approved.

1.2. Approval of Late Papers

There were no late papers.

1.3. Review of Outstanding Actions

No outstanding actions

2.0 Reconsideration of Business Rules

This was reviewed during the completion of the Workgroup Report.

3.0 Review further considerations

This was reviewed during the completion of the Workgroup Report.

4.0 Amended Modification

Phil Lucas (PL) and Stephen Ruane (SR) walked through the proposed changes to the Modification which will be v2.0 when processed.

The main changes are to the Legal Text as shown in marked changes.

SR advised that changes, based on feedback from the last Workgroup meeting, have been made to the Subsidiary Document too where TPD Section V12.1 was misquoted, this has been corrected.

SR noted that hazardous areas is a complicated process and will require a review at some point. Darren Dunkley has advised the process may need a slight tweak to accountabilities which would require a broader scope than the intention for this Modification 0834S. It was also noted that Darren Dunkley plans to raise this as a topic at the Offtake Arrangements Workgroup and that he is happy to proceed with Modification 0834S without the wider scope of accountabilities for hazardous areas.

5.0 Legal Text Review

This was reviewed as part of the completion of the Workgroup Report.

6.0 Development of Workgroup Report

EF confirmed that the Workgroup Report is due to be presented at the April 2023 UNC Modification Panel meeting. As part of the consideration and completion of the Workgroup Report, the following areas were discussed:

EF provided a detailed walkthrough of the Draft Workgroup Report and proceeded to undertake updates based on the Workgroup participant's feedback.

There were no concerns raised by Workgroup.

Relevant Objectives

Workgroup participants agreed that the Modification satisfies a recommendation from discussions held as part of Review Group 0646R.

Implementation

PL confirmed that when the process was drafted, a request was made for DNs to pilot it, therefore, in principle, everyone should be working to these principles. In terms of implementation, it is therefore thought there should be no difficulty in the full adoption of the proposed process can be made.

Workgroup agreed the Legal Text meets the intent of the solution.

The Workgroup concluded that the Workgroup Report should be submitted to the April 2023 UNC Modification Panel with a recommendation to proceed to consultation.

7.0 Initial Discussion

7.1. Issues and Questions from the Panel

7.1.1. Is there a consequential impact on Shippers?

This was reviewed and included as part of the completion of the Workgroup Report.

8.0 Next Steps

EF confirmed that the Workgroup Report should be submitted to the UNC Modification Panel with a recommendation to proceed to consultation.

9.0 Any Other Business

None.

10.0 Diary Planning

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

Workgroup meetings will take place as follows:

Time / Date	Paper Publication Deadline	Venue	Workgroup Programme
No further planned meetings			

Action Table (as of 27 March 2023)						
Action Ref	Meeting Date	Minute Ref	Action	Reporting Month	Owner	Status Update
No actions outstanding						