

UNC Workgroup 0839 Minutes
Revision of the Modification Panel Membership Cessation Provisions
Monday 22 May 2023
via Microsoft Teams

Attendees		
Kate Elleman (Chair)	(KE)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Charlotte Gilbert	(CG)	BU-UK
David Mitchell	(DM)	SGN
Edd Green	(EG)	E.ON
Ellie Rogers	(ER)	Xoserve
Helen Chandler	(HC)	Northern Gas Networks
James Madge	(JM)	Xoserve
James Rigby	(JR)	Xoserve
James Spicer	(JS)	Xoserve
Jayne McGlone	(JMc)	Xoserve
Kathryn Adeseye	(KA)	Xoserve
Mark Cockayne	(MC)	Northern Gas Networks
Mark Jones	(MJ)	SSE
Oorlagh Chapman	(OC)	Centrica
Phil Lucas	(PL)	National Gas Transmission
Rebecca Hailes	(RH)	Joint Office
Richard Pomroy	(RP)	Wales & West Utilities
Tracey Saunders	(TS)	Northern Gas Networks
Sally Hardman	(SH)	SGN
<p><i>The Workgroup Report is due to be presented at the UNC Modification Panel by 15 June 2023</i></p> <p><i>This Workgroup meeting will be considered quorate provided at least two Transporter and two Shipper User representatives are present.</i></p> <p><i>Please note these minutes do not replicate/include 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 all papers are available at: www.gasgovernance.co.uk/0839/220523</i></p>		

1.0 Introduction and Status Review

Kate Elleman (KE) welcomed everyone to the meeting.

1.1. Approval of minutes (17 April 2022)

The minutes from the meeting held on 17 April 2023 were approved.

1.2. Approval of Late Papers

None to approve.

1.3. Review of Outstanding Actions

Action 0401: Proposer (PL) will revisit the wording in 4.4.1 d) and add in 'seeking verification'.
Update: An amendment to the Legal Text has been completed as explained in agenda item 2.0.
Closed

2.0 Amended Modification

The Modification has not been amended and is currently v2.0 dated 21 March 2023.

Legal Text amendments

KE noted an amendment to the Legal Text and invited Phil Lucas (PL) to provide Workgroup with an update:

PL advised that to add clarity, a sentence has been added to paragraph (d) to note that when information is received that a member has ceased to be employed by the entity which employed the member at the time of the member's nomination, the secretary will take reasonable steps to ensure the accuracy of the information being provided.

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

3.0 Completion of Workgroup Report

In undertaking a detailed onscreen review of the draft Workgroup Report, KE completed amendments in-line with feedback provided by those Workgroup participants in attendance.

A high-level summary of the most notable updates to the document undertaken being:

Workgroup agreed the Workgroup Assessment is a fair reflection of Workgroup discussions held on 20 March 2023 and 17 April 2023.

The Proposer, PL, clarified that this Modification does not include the competency of a member and confirmed that the Modification is limited to the objective questions of whether the member is still employed/engaged by the same entity as at the time of nomination. PL added, for clarity, that the competency or otherwise of a member is a subjective opinion hence he does not wish to include it in the proposal.

Workgroup agreed that the Modification Rules specify what is required of Panel Members under paragraph 3.2.2 and that this Modification does not change that or go any further than what is captured in paragraph 3.2.2.

Post Meeting Note:

The final Workgroup Report and Legal Text have now been published here: <https://www.gasgovernance.co.uk/0839>.

4.0 Next Steps

- UNC Modification Panel consideration

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

Workgroup meetings will take place as follows:

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

Action Table (as at 22 May 2023)						
Action Ref	Meeting Date	Minute Ref	Action	Reporting Month	Owner	Status Update
0401	17/04/23	3.0	Proposer (PL) will revisit the wording in 4.4.1 d) and add in 'seeking verification'.	May 2023	Proposer (PL)	Closed