

**UNC Workgroup 0664 Minutes
Transfer of Sites with Low Read Submission Performance from
Class 2 and 3 into Class 4**

Tuesday 19 May 2020

Via Teleconference

Attendees

Lorraine O'Shaughnessy (Chair)	(LOS)	Joint Office
Karen Visgarda (Secretary)	(KV)	Joint Office
Andy Clasper	(AC)	Cadent
Carl Whitehouse	(CW)	Shell UK
David Mitchell	(DM)	SGN
Ellie Rogers	(ER)	Xoserve
Fiona Cottam	(FC)	Xoserve
Kirsty Dudley	(KD)	E.ON
Lorna Lewin	(LL)	Orsted
Louise Hellyer	(LH)	Total Gas & Power
Mark Bellman	(MB)	ScottishPower
Mark Jones	(MJ)	SSE
Rhys Kealley	(RK)	British Gas
Rob Johnson	(RJ)	Waters Wye Associates
Steven Britton	(SB)	Cornwall Insight

Apologies

Sallyann Blackett (SB) E.ON

**via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0664/190520>

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

1. Introduction and Status Review

Lorraine O'Shaughnessy (LOS) explained during the April Panel, a Supplemental Report had been requested in relation to some of the queries that had been raised in the consultation representations in the Final Modification Report and shared the questions raised with the workgroup. LOS advised that this would be discussed under item 3 below.

1.1. Approval of Minutes (21 April 2020)

The minutes from the previous meeting were approved.

1.2. Approval of Late Papers

There were no later papers submitted.

1.3. Review of Outstanding Actions

Action 0401: SSE (MJ) to investigate the costs and benefits of allocated gas in order to provide further clarity.

Update: MJ said he had been in discussions with Xoserve and that they were analysing the UIG table for the gas year 2020/21 in relation to class 4 sites moving into classes 2 & 3 and that there was the potential for EUC Band 1 sites to avoid more than 60% of UIG by moving into class 3 and for EUC band 2 sites to avoid almost 90% of UIG by moving into class 3. MJ provided a high-level summary presenting some initial figures to the workgroup but advised that he would document these and provide more comprehensive detail with specific scenarios with different classes on this topic, at the June meeting.

LOS enquired if MJ could provide the presentation ahead of the meeting directly to the Workgroup participants, so they had sufficient time to study the information prior to the June meeting and MJ agreed with this suggestion. MJ also advised that any feedback would be welcomed on the information provided. The action was carried forward. **Carried forward**

New Action 0501: SSE (MJ) to produce a presentation detailing the costs of allocated gas for the gas year 2020/21 with scenarios, and all to feedback comments directly to Mark Jones (mark.jones@sse.com)

Action 0402: All to provide a view on operation processes and the potential impacts, to also include impacts in relation to remote meter readings and to send these to Mark Jones directly; Mark Jones mark.jones@sse.com

Update: MJ said that he had not received any comments and LOS provided workgroup with a summary of the comments relating to operation processes and reiterated that some comments received in the representations were in relation to operational concerns and that these would be covered within the Supplemental Report.

Action 0403: SSE (MJ) to ask PAC to confirm the Supplier/Shipper agreed performance level requirements.

Update: MJ explained that he had raised this matter with the PAC at the May meeting and that he would provide an update at the June meeting and requested the action was carried forward. **Carried forward.**

2. Review of Costs and Benefits Methodology

Whilst an update had been provided under Action 0401, LOS provided the Workgroup with the first question that had been raised by Panel in relation to the costs and benefits

1. *The costs and benefits have not been demonstrated, these should be reviewed and might have an associated impact on the Rough Order of Magnitude (ROM) or delivery of the change;*

LOS provided an outline of the ROM costs which had been provided in the Final Modification Report noting that the change costs for an enduring solution would cost at least £140k but not more than £220K to implement and that these costs did not include for Market Trials. LOS reviewed the comments with the Workgroup advising that some representatives had felt that the costs outweighed the benefits and that it did not act as an incentive, and some felt that the XRN Solution should be clearer.

The Workgroup agreed that once MJ provided the analysis of this information to realise the benefits, this could be discussed in more detail at the June meeting.

3. Development of Supplementary Report

LOS advised that it was her aspiration to finalise the Supplemental Report in June, to then be presented at the July 2020 Panel. This would allow the papers to be submitted to Panel as the next UIG Workgroup meeting on 16 June 2020, was only 2 days before the June Panel meeting.

LOS provided the Workgroup with the additional 2 questions that had been raised by panel as follows:-

2. *Issues were raised in representations about the potential impact on operation processes, is there evidence or information available to clarify this view;*
3. *Consider potential impacts on remote reading meters. Modification 0664 went out for consultation in March*

LOS reviewed the comments in the Final Modification Report with the Workgroup and asked if the Workgroup participants had any further views to raise.

A brief discussion took place concerning class 2 and 3 and Fiona Cottam (FC) said that all sites were in an apportioned facility and should be moved into class 4. Louise Hellyer (LH) also agreed with this comment and added that they should not be in class 3 if they were unable to adhere to the requirements of class 3. No other views were discussed on the Smart Meter Technology and LOS said she would make references to this area also in the Supplemental Report. This action was carried forward. **Carried forward**

New Action 0502: Joint Office (LOS) to include references to the Smart Meter Technology within the Supplemental Report.

A further brief discussion took place concerning when a Shipper was locked out of a new supplier they could not then register a Shipper in class 2 or 3. MJ said that the Central Data Service Provider (CDSP) were looking to change the lockout of new suppliers in class 2 or 3 and he was in discussions regarding this matter.

New Action 0503: SSE (MJ) to investigate the lockout of class 2 & 3 with the CDSP.

4. **Next Steps**

LOS confirmed that the next steps would be to further explore the methodology on the costs and benefits and that any comments or suggestions would then be included within the Supplemental Report.

5. **Any Other Business**

5.1. **UNC Election Process**

LOS provided an overview of the UNC Elections Process and confirmed that the User Representatives appointment procedure had now commenced, whereby the Single Point of Contacts (SPoCs) would be confirmed towards the end of June 2020, in readiness for them to submit their nominated representatives for the Committees.

6. **Diary Planning**

Agree agenda items and actions for next meeting

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	Paper Publication Deadline	Venue	Programme
10:30 Tuesday 16 June 2020	08 June 2020	Via Teleconference	Review of costs and benefits methodology Finalisation of the Supplementary Report

Action Table (as at 19 May 2020)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0401	21/04/20	1.1.1.	SSE (MJ) to investigate the costs and benefits of allocated gas in order to provide further clarity.	SSE (MJ)	Carried forward
0402	21/04/20	1.1.2.	All to provide a view on operation processes and the potential impacts, to also include impacts in relation to remote meter readings and to send these to Mark Jones directly; Mark Jones mark.jones@sse.com	All	Carried forward
0403	21/04/20	2.0	SSE (MJ) to ask PAC to confirm the Supplier/Shipper agreed performance level requirements.	SSE (MJ)	Carried forward
0501	19/05/20	1.0	SSE (MJ) to produce a presentation detailing the costs of allocated gas for the gas year 2021 with scenarios, and all to feedback comments directly to Mark Jones (mark.jones@sse.com)	SSE (MJ)	Pending
0502	19/05/20	1.0	Joint Office (LOS) to include references to the Smart Meter Technology within the Supplemental Report.	Joint Office (LOS)	Pending
0503	19/05/20	1.0	SSE (MJ) to investigate the lockout of class 2 & 3 with the CDSP.	SSE (MJ)	Pending