

UNC Workgroup 0676R Minutes

Monday 02 September 2019

at Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA

Attendees

Chris Shanley (Chair)	(CS)	Joint Office
Karen Visgarda (Secretary)	(KV)	Joint Office
Andy Clasper	(AC)	Cadent
Clare Cantle-Jones*	(CCJ)	SSE
David Mitchell*	(DM)	SGN
Richard Fairholme*	(RF)	Uniper Energy
Steve Mulinganie	(SM)	Gazprom
Tracey Saunders	(TS)	NGN

*via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0676/020919>

1. Introduction and Status Review

1.1. Approval of Minutes (30 July 2019)

The minutes of the previous meeting were approved.

2. Review of Outstanding Actions

Action 0701: Joint Office (PG) to discuss with JGAC the production of a Joint Office mid-year and annual report and if supported confirm timings for its production.

Update: Chris Shanley (CS) explained that this action needed to be carried forward to the October meeting as PG was presently on annual leave. **Carried forward**

Action 0702: Joint Office (PG) to further promote a Joint Office Engagement Day; which would include the Modification / Critical Friend processes, to be held in the Midlands in January 2020.

Update: Chris Shanley (CS) explained that this action needed to be carried forward to the October meeting, as PG was presently on annual leave. **Carried forward**

Action 0703: All parties to provide any additional feedback to the Joint Office in relation to what topics should be covered during the Joint Office Engagement Day and/or the Joint Office annual report.

Update: Chris Shanley (CS) confirmed no further responses had been received so this action could now be closed. **Closed**

Action 0704: Joint Office (PG) to further enhance the Critical Friend process for use by the Joint Office and Proposers.

Update: Chris Shanley (CS) explained that this action needed to be carried forward to the October meeting, as PG was presently on annual leave. **Carried forward**

Action 0705: Transporters and GT's to consider what could be provided in relation to Legal Text consideration and costs; segregated by level of expertise; junior or senior Lawyer, Paralegal, etc.

Update: Andy Clasper (AC) proposed this action should be carried forward to the October meeting as nothing more had yet been provided. **Carried forward**

Action 0706: All parties to provide material on topics within the scope of the review for further consideration in the October meeting.

Update: Chris Shanley (CS) said that as no further material had been provided to date, that this action should now be carried forward to the October meeting. **Carried forward**

3. **Development of the Request Workgroup Report**

CS provided an overview of the content of the draft Workgroup Report and drew attention to specific areas highlighted in yellow where more detail or clarification was needed. He overviewed all the sections in the Request Workgroup Report and these encompassed the following sections; Panel Alternates, UNC Voting Arrangements, Legal Text Production, Critical Friend, UNC Governance Matters, Joint Office Governance Arrangements, and Other Funding/Governance Models. He also highlighted where information had been added to the report, from the information discussed at the last meeting.

Steve Mulinganie (SM), requested that each of the option tables contained the 'as is' status, as he felt this would add clarity and provide consistency. CS agreed to amend the option tables accordingly.

Tracey Saunders (TS) proposed that a caveat should be included in relation to the Joint Office costings to add explanation regarding the increased costs. CS highlighted that operational information had been provided to support the current costs of the Joint Office and agreed to link this to the cost information in the Workgroup Report.

TS also questioned if the title of the Modification was reflective of the overall subject matter, content and context, as she felt the remit and scope had now expanded. SM said that this could be further discussed in due course and that he was willing to amend this, once a suitable title had been agreed.

SM also raised the question as to whether the Joint Office should be able to raise self-governance Modifications for housekeeping areas, and he felt that this could be sanctioned via a slight change to the existing arrangements and was consistent with the likely Code Manager powers that could come out of the energy codes review. He also said he was keen to further explore how Alternative Modifications could be managed and addressed in a fair and equitable manner, he added that the Modification Rules needed further clarity regarding this topic. CS said that he would put a 'place holder' in the Request Workgroup Report to ensure both areas could be included and that the discussions under the main Governance Workgroup agenda item 5 could inform this topic.

CS then reminded parties of action 0706 and explained that further views on the topics within the scope of the review was needed. Without this further detail it would have to be assumed some of the topics were no longer of importance/relevance due to the direction of the energy codes review.

4. **Next Steps**

CS briefly summarised the next steps as being:

- Next meeting to be held on 02 October 2019, then monthly future meetings.
- Review of actions
- Further development of the Request Workgroup Report

5. **Any Other Business**

None.

6. **Diary Planning**

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	Venue	Workgroup Programme
10.30 Wednesday 02 October 2019	Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA	<ul style="list-style-type: none"> Review of Actions Development of Request Workgroup Report
10.30 Monday 04 November 2019	Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA	<ul style="list-style-type: none"> Development of Request Workgroup Report
10.30 Monday 02 December 2019	Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA	<ul style="list-style-type: none"> Development of Request Workgroup Report

Action Table (as at 02 September 2019)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0701	30/0719	2.0	Joint Office (PG) to discuss with JGAC the production of a Joint Office mid-year and annual report and if supported confirm timings for its production.	Joint Office (PG)	Carried forward
0702	30/0719	2.0	Joint Office (PG) to further promote a Joint Office Engagement Day; which would include the Modification / Critical Friend processes, to be held in the Midlands in January 2020.	Joint Office (PG)	Carried forward
0703	30/0719	2.0	All parties to provide any additional feedback to the Joint Office in relation to what topics should be covered during the Joint Office Engagement Day and/or the Joint Office annual report.	ALL	Closed
0704	30/0719	4.0	Joint Office (PG) to further enhance the Critical Friend process for use by the Joint Office and Proposers.	Joint Office (PG)	Carried forward
0705	30/0719	5.0	Transporters and GT's to consider what could be provided in relation to Legal Text consideration and costs; segregated by level of expertise; junior or senior Lawyer, Paralegal, etc.	Transporters/GT's	Carried forward
0706	30/0719	6.0	All parties to provide material on topics within the scope of the review for further consideration in the October meeting.	ALL	Carried forward