

**UNC Workgroup 0694R Minutes**  
**CDSP provision of Class 1 Read service**  
**Thursday 24 October 2019**  
**at Elexon, 350 Euston Road, London NW1 3AW**

**Attendees**

Alan Raper (Chair)	(AR)	Joint Office
Helen Bennet (Secretary)	(HB)	Joint Office
Loraine O'Shaughnessy	(LO)	Joint Office
Maitrayee Bhowmick-Jewkes	(MBJ)	Joint Office
Andy Clasper	(AC)	Cadent
David Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Ellie Rogers	(ER)	Xoserve
Gurvinder Dosanjh	(GD)	Cadent
Kirsty Dudley	(KD)	E.ON
Lorna Lewin*	(LL)	Orsted
Louise Hellyar	(LH)	Total Gas & Power
Megan Coventry*	(MC)	SSE
Mark Jones*	(MJ)	SSE
Oorlagh Chapman*	(OR)	British Gas
Steve Mulinganie	(SM)	Gazprom
Richard Pomroy	(RP)	Wales & West Utilities
Sally Hardman	(SH)	SGN
Stephanie Clements	(SC)	Scottish Power
Steve Britton*	(SB)	Cornwall Insights
Tracey Saunders	(TS)	Northern Gas Networks
John Cooper	(JC)	Energy UK

\*via teleconference

Copies of all papers are available at: [www.gasgovernance.co.uk/0694/241019](http://www.gasgovernance.co.uk/0694/241019)

The Workgroup Report is due to be presented at the UNC Modification Panel by 19 December 2019.

**1.0 Introduction and Status Review**

**1.1. Approval of Minutes (26 September 2019)**

The minutes from the previous meeting were accepted. However, RP wanted to correct a statement he had made in the last meeting. RP had advised that the contract ends in March 2020, but there is provision for three one-year extensions. He advised that this was in fact one three-year extension.

**1.2. Review of Outstanding Actions**

There were no outstanding actions.

**2.0 Amended Modification**

Following the last meeting and comments raised Richard Pomroy (RP) said he had made a number of changes to this Modification. Questions had been raised around liabilities. RP

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explained that currently these paid to Shippers for failure to meet service levels. The group asked whether the Modification would address any failures by Xoserve. RP confirmed that whilst this Modification does not provide for liabilities to be paid for any Xoserve failures, service provider contracts between Shippers and Xoserve directly could provide for a liabilities clause to be built in.

While the CDSP would not itself be subject liabilities, the Modification makes it clear that the CDSP would be required to pass on liabilities from service providers for failures to Shippers. RP also clarified that as part of the contract novation to the CDSP, there would be no liabilities unless there was an agreement to vary a contract between Shippers and the CDSP. Currently, UNC liability payments are averaging at about £1,000 per month.

Steve Mulinganie (SM) asked if Shippers would be locked in these contracts under this proposal. RP confirmed that this was correct, unless CDSP chooses to look at procuring these services under revised terms.

RP also highlighted the solution changes in this version of the Modification relating to date and time by which the meter read should be delivered. SM asked for clarifications around what arrangements are there at present and what limitations are there to deliver changes of this nature under DSC arrangements? David Addison (DA) advised that services involving charges would be documented on the CDSP Charging Statement.

It was agreed that a joint action would be placed on Xoserve and the proposer to provide further explanations. Kirsty Dudley (KD) agreed that this information needed to be in the Modification. Details of the contract that may be commercially sensitive could be anonymised, but this could still provide clarity required.

**New Action 1001:** Xoserve (DA) and RP to provide further clarity on duration of contracts and what arrangements are in place at present as well as when current arrangements end.

RP informed the Workgroup that what is being requested via this Modification was a liability regime set out through contracts as opposed to one which is defined in the UNC.

As the Modification was discussed, some further amendments to the solution were suggested which will be reflected in the next version of the amended draft Modification, including three new DSC service lines.

SM asked if there should be an obligation to add Half-Hourly data to the service lines. RP confirmed that this could be added as a service requirement.

### 3.0 Consideration of Draft Modification

The discussion for this agenda item was superseded by the provision of the draft Modification as detailed in agenda item 2.0.

### 4.0 Consideration of Business Rules

The discussion for this agenda item was superseded by the provision of the draft Modification as detailed in agenda item 2.0.

### 5.0 Development of Workgroup Report

The discussion for this agenda item was superseded by the provision of the draft Modification as detailed in agenda item 2.0.

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## 6.0 Next Steps

AR summarised the next steps:

- RP will consider the feedback received from today's meeting and further develop the draft Modification with the intention of submitting it to the November UNC Panel.
- It was confirmed that the review group 0694R could be closed following the submission of a Modification Proposal.

## 7.0 Any Other Business

None raised.

## 8.0 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, Thursday 28 November 2019	Radcliffe House, Blenheim Court Warwick Road Solihull B91 2AA	<p>If a draft Modification Proposal is not submitted to November Panel:</p> <ul style="list-style-type: none"> <li>• Further discussion of the amended draft Modification, including:</li> <li>• Consideration of Business Rules</li> <li>• Review of Impacts and Costs.</li> </ul>

**Action Table (as at 24 October 2019)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1001	24.10.19	2.0	Xoserve (DA) and WWU (RP) to provide further clarity on duration of contracts and what arrangements are in place at present as well as when current arrangements end.	Xoserve (DA) and Wales & West Utilities (RP)	<b>Pending</b>