

**UNC Workgroup 0702S Minutes
Introducing ‘Research Body’ as a new User type to the Data
Permissions Matrix and UNC TPD Section V5**

Tuesday 17 December 2019

at Elexon, 350 Euston Road, London NW1 3AW

Attendees		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Lorraine O’Shaughnessy*	(LO)	Joint Office
Andy Clasper	(AC)	Cadent
Carl Whitehouse*	(CW)	Shell Energy Retail Limited
David Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Ed Fyfe*	(EF)	SGN
Ellie Rogers	(ER)	Xoserve
Guv Dosanjh	(GD)	Cadent
Kirsty Dudley*	(KD)	E.ON
Lorna Lewin	(LL)	Orsted
Oorlagh Chapman*	(OC)	British Gas
Richard Pomroy	(RP)	Wales & West Utilities
Stephanie Clements*	(SC)	Scottish Power
Steve Britton	(SB)	Cornwall Insights
Steve Mulinganie	(SM)	Gazprom Energy
Tracey Saunders	(TS)	Northern Gas Networks
*via teleconference		

Copies of all papers are available at: www.gasgovernance.co.uk/0702/171219

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

1.0 Introduction and Status Review

1.1. Approval of Minutes (28 November 2019)

The minutes from the previous meeting were accepted.

1.2. Review of outstanding actions

Action 1001: DA to update Ofgem that Xoserve have contemplated the appeal route and portray the views of the Workgroup that Ofgem should have sight of such appeals.

Update: This action updated was covered as part of the presentation provided by Xoserve.
Closed

2.0 Amended Modification

The Modification has not been amended since the last meeting held in November 2019.

3.0 Additional questions for Panel considerations

Workgroup to consider how to make the definition of Research Body specific while being effective and seek input from Ofgem while doing so.

Xoserve provided a presentation in response to the question asked by UNC Panel. ER explained that, due to different variations of different organisations that can apply to be a Research Body, it is the intention to provide a high-level definition which is currently:

A Research Body is a [Companies House registered] organisation who requires access to gas industry data for an agreed objective [and agreed period of time]

Workgroup agreed that DSC Contract management Committee will assess each Research Body application including the agreed objective.

When asked, DA clarified that Workgroup would be asking the DSC Contract Management Committee to assess the objective in the first instance, then to consider if DSC Contract believe Research Body Applicant will complete that research.

ER confirmed the Template has been submitted to the DSC Contract Management Committee for review and talked through the considerations and assumptions that should be considered:

- The code definition of the Research Body should be high level
- Details on the 'agreed objectives' should be included within a supporting document i.e. Operating Guidelines document
- DSC Contract Management Committee must assess a Research Body request against the agreed objective
- Agreed objectives should include (but not exclusively):
 - innovation
 - operational excellence
 - efficiency in the UK Energy Industry where the relevant party can demonstrate that their research will benefit consumers, business, government, or society.

Workgroup discussed whether using Companies House registration is thorough enough and it was agreed that the company registration number should be requested upon receipt of an application.

New Action 1201: Xoserve, DA, to include the Companies House check for Registered Companies as part of the considerations/assumptions and consider if that is thorough enough.

New Action 1202: Xoserve, DA, to put the recommendations and the definition of the Research Body to the DSC Contract Management Committee.

ER confirmed that Xoserve have not yet been approached by a potentially qualify organisation, although there are a few companies that Xoserve think could fit in to the category of Research Body.

Appeals process:

Action 1001 update: DA confirmed Ofgem have suggested, at this stage, it should be assumed that it will be Ofgem who receive any appeals.

Right to Audit

ER confirmed that, if access to data is granted through the route of a Research Body application, there will be right to audit the Research Body, an agreed notice period will need to be set.

Interest in the Research Body

DM asked if a similar approach has been undertaken by the Electricity Industry. Workgroup agreed that requests would go to the MRA Board which in the future will go to the REC Board.

A new BSC Modification has been raised relating to increasing access to data, ([P398 - Increasing Access to BSC Data](#)), which may offer some insights into process and rational

being adopted. SM suggested that Xoserve have discussions with Ofgem to ascertain how the various codes appear to be introducing the same concept but in different ways.

AR confirmed that a request would be put forward to the December UNC Panel to extend the timeline for completion of the Workgroup Report to March 2020.

4.0 Development of Workgroup Report

This was deferred until the January 2020 meeting.

5.0 Next Steps

AR confirmed the next steps as being:

- The December UNC Panel will be asked to extend the timeline for completion of the Workgroup Report to March 2020.
- Amendments to the Modification will be made before development of the Workgroup Report.

6.0 Any Other Business

None.

7.0 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 23 January 2020	Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA	Workgroup Distribution Standard Agenda

Action Table (as at 17 December 2019)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0901	26/09/19	1.0	Xoserve (ER) to create a draft Terms of Reference for the next meeting which will detail what could be included in the process the DSC Contract Management Committee would use for assessing applicants.	CDSP (ER)	Closed
1001	24/10/19	1.2	DA to update Ofgem that Xoserve have contemplated the appeal route and portray the views of the Workgroup that Ofgem should have sight of such appeals	CDSP (DA)	Closed
1201	17/12/19	3.0	Xoserve, DA, to include the Companies House check for Registered Companies as part of the considerations/assumptions and consider if that is thorough enough	Xoserve (DA)	Pending
1202	17/12/19	3.0	Xoserve, DA, to put the recommendations and the definition of the Research Body to the DSC Contract Management Committee	Xoserve (DA)	Pending