

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

Thursday 23 January 2019

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

Attendees		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	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
Gareth Evans*	(GE)	Waters Wye Associates
Guv Dosanjh	(GD)	Cadent
Hilary Chapman	(HC)	SGN
Kirsty Dudley*	(KD)	E.ON
Lee Greenwood	(LGr)	British Gas
Liam Gallagher*	(LG)	BU-UK
Oorlagh Chapman*	(OC)	British Gas
Phil Lucas	(PL)	National Grid
Rebecca Cailes*	(RC)	BU-UK
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/0702/230120

The Workgroup Report is due to be presented at the UNC Modification Panel by 19 March 2020.

1.0 Introduction and Status Review

1.1. Approval of Minutes (17 December 2019)

The minutes from the previous meeting were accepted.

1.2. Review of outstanding actions

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.

Update: ER advised, after consideration, she confirmed that checking for an organisation's registration is an appropriate requirement. **Closed**

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

Update: ER advised this has been completed. **Closed**

2.0 Amended Modification

During an onscreen presentation ER provided a walkthrough of the amendments made to the Modification and explained that the operational side has been given more details as well as cross code impact to IGT. The Solution has changed, ER has removed steps that are no longer relevant.

KD suggested that the Modification solution needs to have a link to the DSC Contract Management Committee framework.

AR suggested the Workgroup Report should include the questionnaire and an overview as to how the vetting process would be completed.

Workgroup agreed, as this is an enabling Modification, and it would be the DSC Contract Management Committee that would actually be vetting the requests, the Modification simply needs to state that there would be a rigorous process, managed by DSC Contract Management Committee. KD added this could go into UNC and that implementation would need to be aligned with the finalisation of DSC Contract Management Committee' vetting process.

It was agreed that Cadent should prepare and provide the legal text, although ER advised a further amendment will be made to the Modification in light of the above discussion.

Joint Office will prepare a Workgroup Report to be considered at the February 2020 Workgroup meeting.

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.

Final consideration relating to this Panel question will be completed at the next Workgroup meeting in February.

4.0 Development of Workgroup Report

This was deferred until the February 2020 meeting.

5.0 Next Steps

AR confirmed the next steps as being:

- Cadent to prepare and provide the legal text, subject to proposal finalisation.
- ER advised a further amendment will be made to the Modification in light of the above discussion.

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 27 February 2020	Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA	Workgroup Distribution Standard Agenda

Action Table (as at 23 January 2020)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
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)	Closed
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)	Closed