

## UNC Workgroup 0707S Minutes

### Introducing 'Performance Assurance Framework Administrator' as a new User type to the Data Permissions Matrix

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/0707/230120](http://www.gasgovernance.co.uk/0707/230120)

The Workgroup Report is due to be presented at the UNC Modification Panel by 20 February 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:** Joint Office to liaise with IGT Panel Chair to organise unified communication regarding implementation.

**Update:** AR provided an update and advised a parallel IGT/UNC Modification is being raised to address same issue. **Closed**

**Action 1202:** Joint Office to seek clarification of Workgroup Report updates with Xoserve and publish v0.3 of the Workgroup Report for Workgroup to review ahead of the January 2020 meeting.

**Update:** AR advised he has written the Workgroup Report, however, this may need further time as it appears more complex than initially expected. **Closed**

## 2.0 Amended Modification

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

## 3.0 Consideration of Business Rules

This was completed and is captured as part of agenda item 5.0.

## 4.0 Review of Impacts and Costs

This was completed and is captured as part of agenda item 5.0.

## 5.0 Development of Workgroup Report

AR took the Workgroup through the change-marked Workgroup Report for this Modification. He advised an update has been made to the self-government materiality statement to clarify why this Modification is self-governance as well as including a statement to say that this is being co-ordinated between UNC and IGT.

AR clarified the Implementation section has been considerably enhanced ,including an explanation as to how continuous governance would work between the UNC, IGT UNC & Data Services Contract and how this would be delivered.

DA explained that this is an enabling Modification and asked the Workgroup to consider if it is actually required from an IGT perspective. Workgroup did consider this the question and concluded that a Modification is required. AR agreed to highlight this in the Workgroup Report.

This Modification will report to the February UNC Panel.

## 6.0 Next Steps

Provision of the Workgroup report to February UNC Panel.

## 7.0 Any Other Business

None.

## 8.0 Diary Planning

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
No further meetings		

### Action Table (as at 23 January 2020)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1201	17/12/19	5.0	Joint Office to liaise with IGT Panel Chair to organise unified communication regarding implementation.	Joint Office	<b>Closed</b>
1202	17/12/19	5.0	Joint Office to seek clarification of Workgroup Report updates with Xoserve and publish v0.3 of the Workgroup Report for Workgroup to review ahead of the January 2020 meeting.	Joint Office	<b>Closed</b>