

UNC Unidentified Gas Workgroup Minutes

Tuesday 19 May 2020

Via Teleconference

Attendees

Lorraine O'Shaughnessy (Chair)	(LOS)	Joint Office
Karen Visgarda (Secretary)	(KV)	Joint Office
Andy Clasper	(AC)	Cadent
Carl Whitehouse	(CW)	Shell UK
David Mitchell	(DM)	SGN
Ellie Rogers	(ER)	Xoserve
Fiona Cottam	(FC)	Xoserve
Kirsty Dudley	(KD)	E.ON
Lorna Lewin	(LL)	Orsted
Louise Hellyer	(LH)	Total Gas & Power
Mark Bellman	(MB)	ScottishPower
Mark Jones	(MJ)	SSE
Rhys Kealley	(RK)	British Gas
Rob Johnson	(RJ)	Waters Wye Associates
Steven Britton	(SB)	Cornwall Insight

Apologies

Sallyann Blackett	(SB)	E.ON
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**via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/uig/190520>

1. Introduction and Status Review

1.1. Approval of Minutes (21 April 2020)

The minutes were subsequently approved.

1.2. Approval of Late Papers

There were no late papers

1.3. Pre-Modification Discussions

No Pre-Modifications discussions took place.

2. Review of UIG Task Force Recommendations Tracker

FC provided a walkthrough of the latest version of the tracker and highlighted progress against each of the remaining issues open.

FC referred to the latest UIG Taskforce Recommendations Tracker at:
<https://www.gasgovernance.co.uk/uig/190520>

A general discussion took place in relation to last few remaining issues some of which are assigned to a Workgroup on the Tracker, FC advised that she had discussed during the April meeting the EUC07-08 Analysis, highlighting that she would be happy to support the development of a Modification if a sponsor comes forward. However, she advised the Workgroup that there did not seem any appetite for sponsorship at this present time.

Kirsty Dudley (KD) proposed that a new action should be raised to re-highlight the areas that still required sponsorship, and for this action to then be subsequently closed at the June meeting, if no one came forward and FC agreed with this suggestion.

New Action 0501: All to review the outstanding issues within the UIG Taskforce Recommendations Tracker, if not already associated to a live Modification and contact Fiona Cottam: fiona.cottam@xoserve.com directly should they wish to sponsor any of the outstanding issues and raise a Modification.

LOS advised the Workgroup at this point, that there was an action for the Joint Office to review when the UIG Workgroup would be closed. She advised that she had discussed this with the Joint Office and the intention was to move the outstanding Workgroups to the Distribution Workgroup in July. This would allow Workgroup 0691S and 0664 to be concluded, if no further extensions were required, moving the 0693R Workgroup to the Distribution Workgroup also.

Mark Bellman (MB) said that it was important the UIG Task Force Recommendations Tracker itself was left open and live, to ensure parties could still assess it periodically, even when the UIG Workgroup was closed. LOS agreed and said that the Joint Office would send out a communication to signpost where the UIG Task Force Recommendations Tracker had been published on the Joint Office Website and FC said she would also supply a summary document to be published alongside the Tracker.

New Action 0502: Joint Office (LOS) to signpost where the UIG Taskforce Recommendations Tracker has been published once the UIG Workgroup has been disbanded and FC to supply a summary document to published with the Tracker.

3. Review of Outstanding Actions

Action 0302: All Workgroup participants to forward suggestions to Rhys Kealley via the Joint Office email: enquiries@gasgovernance.co.uk or directly, in relation to the proposed Modification; Allocation of Unidentified Gas process governance.

Update: RK advised that he was not looking at taking this Modification forward at this stage and was happy that action could now be closed. **Closed.**

Action 0401: Joint Office (LOS) to confirm which Workgroup the existing UIG areas will be amalgamated into following the formal closure of the UIG Workgroup.

Update: LOS said that Modification 0693R and potentially Modification 0691S would be amalgamated into the Distribution Workgroup at the formal closure of the UIG Workgroup and Mark Bellman (MB) and Rhys Kealley (RK) confirmed that they were happy with this decision. This action was then closed. **Closed**

Action 0402: All to respond directly to Fiona Cottam; fiona.cottam@xoserve.com should they wish to sponsor the EUC07-80 Analysis Review Modification.

Update: FC said the action was to be carried forward and would remain open until the UIG Workgroup formally closed. **Carried forward**

4. Workgroups

4.1. 0664 - Transfer of Sites with Low Valid Meter Reading Submission Performance from Classes 2 and 3 into Class 4

(Report to Panel 16 July 2020)

<https://www.gasgovernance.co.uk/0664>

4.2. 0691S - CDSP to convert Class 3 or 4 meter points to Class 1 when G1.6.15 criteria are met

(Report to Panel 18 June 2020)

www.gasgovernance.co.uk/0691

4.3. 0693R - Treatment of kWh error arising from statutory volume-energy conversion

(Report to Panel 15 October 2020)

www.gasgovernance.co.uk/0693

5. COVID-19 Issues

LOS advised that further to the four urgent Modifications that had been raised following the Extraordinary COVID-19 Distribution Meeting on 23 April 2020, Modification 0722 - *(Urgent) - Allow Users to submit Estimated Meter Reading during COVID-19*, 0723 - *(Urgent) - Use of the Isolation Flag to identify sites with abnormal load reduction during COVID-19 period* and 0724 - *(Urgent) - Amendment to Ratchet charges during COVID-19 period* had been implemented. However, Modification 0721 - *(Urgent) - Shipper submitted AQ Corrections during COVID-19* that was awaiting an Ofgem decision and that a further Urgent Modification 0725 - *(Urgent) - Ability to Reflect the Correct Customer Network Use and System Offtake Quantity (SOQ) During COVID-19*, was going to be presented to Panel on 21 May 2020.

LOS said that the minutes encompassing all for of COVID-19 areas could be viewed via the links below:

<https://www.gasgovernance.co.uk/dist/260320>

<https://www.gasgovernance.co.uk/dist/140420>

<https://www.gasgovernance.co.uk/dist/230420>

FC said that Xoserve had also published on their own website COVID-19 updated material with links to presentations and that the information regarding Modification 0721 would be included in due course, once the Ofgem decision had been received.

KD also stated that some new IGT Modifications were also being raised regarding COVID-19 for the Workgroup to be mindful of.

6. Issues

None raised.

7. Any Other Business

7.1. UNC Elections Process

LOS provided an overview of the UNC Elections Process and confirmed that the User Representatives appointment procedure had now commenced, whereby the Single Point of Contacts (SPoCs) would be confirmed towards the end of June 2020, in readiness for them to submit their nominated representatives for the Committees.

8. Next Steps

Review of UIG Task Force Recommendations Tracker
Continue progress with UIG Modification Assessments.

9. 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	Paper Publication Deadline	Venue	Programme
10:30 Tuesday 16 June 2020	5pm Monday 08 June 2020	Via Teleconference	Review of UIG Task Force Recommendations Tracker UIG Modification Assessments.

Action Table (as at 19 May 2020)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0302	17/03/20	1.2.2	All Workgroup participants to forward suggestions to Rhys Kealley via the Joint Office email: enquiries@gasgovernance.co.uk or directly, in relation to the proposed Modification; Allocation of Unidentified Gas process governance.	All	Closed
0401	21/04/20	2.0	Joint Office (LOS) to confirm which Workgroup the existing UIG areas will be amalgamated into following the formal closure of the UIG Workgroup.	Joint Office (LOS)	Closed
0402	21/04/20	3.0	All to respond directly to Fiona Cottam; fiona.cottam@xoserve.com should they wish to sponsor the EUC07-80 Analysis Review Modification.	All	Carried forward
0501	19/05/20	1.0	All to review the outstanding issues within the UIG Taskforce Recommendations Tracker, if not already associated to a live Modification and contact Fiona Cottam: fiona.cottam@xoserve.com directly should they wish to sponsor any of the outstanding issues and raise a Modification.	All	Pending
0502	19/05/20	1.0	Joint Office (LOS) to signpost where the UIG Taskforce Recommendations Tracker has been published once the UIG Workgroup has been disbanded and FC to supply a summary document to published with the Tracker.	Joint Office (LOS)	Pending