

UNC Distribution Workgroup Minutes
Thursday 23 March 2023
via Microsoft Teams

Attendees		
Rebecca Hailes (Chair)	(RH)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Ben Mulcahy	(BM)	Northern Gas Networks
Charlotte Gilbert	(CG)	BU-UK
Clare Manning	(CM)	E.ON
Dan Stenson	(DS)	Brook Green Trading
Dan Wilkinson	(DW)	EDF Energy
David Mitchell	(DMi)	SGN
Hursley Moss	(HM)	Cornwall Insight
John R Harris	(JR)	CDSP
Kathryn Adeseye	(KA)	CDSP
Lee Greenwood	(LG)	British Gas
Oorlagh Chapman	(OC)	Centrica
Richard Pomroy	(RP)	Wales & West Utilities
Steve Mulinganie	(SM)	SEFE Energy Limited
Tom Stuart	(TSt)	Wales & West Utilities
Tracey Saunders	(TS)	Northern Gas Networks
Apologies		
David Addison	(DA)	CDSP
Ellie Rogers	(ER)	CDSP

Copies of all papers are available at: www.gasgovernance.co.uk/dist/230323

Please note these minutes do not replicate/include detailed content provided within the presentation slides, therefore it is recommended that the published presentation material is reviewed in conjunction with these minutes. Copies of all papers are available at: www.gasgovernance.co.uk/dist/230323

1. Introduction and Status Review

Rebecca Hailes (RH) welcomed everyone to the meeting and gave a brief overview of the scheduled items for discussion and specifically noted the following:

- There are a further 2 pre-Modifications that have been added to the agenda this week;
- Agenda item 2 – CSS REC Consequential Changes Update, is being deferred to the April 2023 Distribution Workgroup meeting;
- Agenda item 3.6 – 0836S Resolution of Missing Messages following Central Switching Service implementation and integration with REC Change R0067, has been deferred to the April 2023 Distribution Workgroup meeting.

1.1. Approval of Minutes (23 February 2023)

The minutes from the previous Distribution Workgroup were approved.

1.2. Approval of late papers

RH advised Workgroup that the material for the pre-Modification discussions were all submitted late.

1.3. Review Outstanding Actions

Action: 0101: *Modification 0696V - Addressing inequities between Capacity booking under the UNC and arrangements set out in relevant NExAs* - Steve Mulinganie (SM) to investigate to ascertain if there is a Line in the Sand implication for when the Modification would need to be implemented.

Update: SM advised this action should be closed now, due to the length of time this Modification has been with Ofgem, even if it does impact Line in the Sand, it would be no longer relevant to have any impact one way or the other (it has timed out). **Closed**

Action 0102: *NTS Exit Metering Issue* - John Baldwin (JB) to liaise with National Grid offline and come back to Distribution Workgroup with an update:

- What is the impact
- What is the solution
- Is it material?

Update: In the absence of John Baldwin, this action is deferred to the April 2023 meeting. In the meantime, RH will seek an update from John Baldwin and provide a copy to the National Gas Transmission Representative Joshua Bates. **Carried Forward**

1.4. Industry Update from Ofgem

RH confirmed the document “Code Modification / Modification Proposals with Ofgem for decision - Expected publication dates timetable”, remains with a publication date of 17 March 2023: <https://www.ofgem.gov.uk/publications/code-modificationmodification-proposals-ofgem-decision-expected-publication-dates-timetable> and noted, of the Modifications currently awaiting Ofgem decision.

Modification	Estimated Decision Date
0696V - Addressing inequities between Capacity booking under the UNC and arrangements set out in relevant NExAs	TBC
0761 - Arrangements for Interconnectors with additional Storage capability	28 April 2023
0813 - Revision of Virtual Last Resort User and Contingent Procurement of Supplier Demand Event Triggers	19 May 2023
0814 (Urgent) - Temporary Access to the Enhanced Pressure Service and Increase to the Maximum NTS Exit Point Offtake Rate of the BBL interconnector	Provided 06 March 2023
0823 - Amendment to the Allocation of Entry Capacity and Flow Quantities to Qualifying CNCCD Routes	22 December 2023

1.5. Pre-Modification discussions

1.5.1. Gas Entry onto the Total system via an Independent Gas Transporter

David Mitchell (DMi) introduced a pre-Modification which proposes to facilitate gas flow into the Total System via an Independent Gas Transporter’s (IGT) pipeline

DMi explained that the Uniform Network Code (UNC) is silent on allowing Independent Gas Transporters (IGTs) to enter gas onto the Total System and that this Modification will allow IGTs to transport gas from an LDZ System Entry Point notionally located on a delivery facility operator (DFO) network and enter the gas into the Total System and onward via a DNO network.

When Steve Mulinganie (SM) asked how this Modification interacts with *Modification 0808 – Reverse Compression*, DMi clarified this proposal is separate from Reverse Compression. DMi has liaised with Nick King, the contact for Modification 0808 who agrees that both Modifications

can proceed independently. Modification 0808 now has clear business rules that now deal with gas entering and exiting the system.

When SM asked if this arrangement is reliant on the DNO because they have the Control Centre, DMi clarified that an IGT could discharge the obligation but it would place quite a restriction on the whole process. DMi agreed to consider future proofing this in the Modification to make it explicit.

When DMi clarified this proposal relates only to an Entry point, RH asked why does it not refer to Entry and Exit. DMi advised there may be another Modification further down the line to address that and explained this Modification allows the gas **onto** the system via an IGT pipeline to flow the gas onto the DNO network.

Next Steps

The suggested governance is currently Self-Governance, DMi advised he is open to opinions on the governance route.

The Modification will be submitted to the 20 April 2023 UNC Modification Panel.

1.5.2. Introducing the Shrinkage and Leakage Model Multiplication Factor

David Morley (DMo) asked to introduce the Independent Shrinkage Expert proposal (Item 1.5.3) first, stating that it was his preferred proposal of the two. This is covered under 1.5.3 below.

DMo introduced a pre-Modification which will aim to provide a more accurate calculation of Shrinkage, this Modification will create the Shrinkage and Leakage Model Multiplication Factor. The multiplication factor will be set at 1.35. Transporters will be obliged to apply the multiplier to the volumes of Shrinkage estimated via the SLM, before purchasing any gas as normal.

DMo advised the suggested governance of the Modification will be to seek urgency status.

Workgroup clarified that, as this would be an alternative proposal to that covered in 1.5.3, as Proposer, DMo could only raise one; he stated he preferred the Establishing the ISE proposal. RHa asked Workgroup if another Shipper might want to raise this they should get in touch.

1.5.3. Establishing the Independent Shrinkage Expert

David Morley (DMo) introduced a pre-Modification which proposes to establish the role of an Independent Shrinkage Expert aimed at the more accurate calculation of Shrinkage and seeking to lower greenhouse gas emissions and customer bills.

DMo clarified he is yet to liaise with Ofgem regarding the urgency status he would like for this Modification and that out of the two pre-Modifications submitted for this meeting, establishing the Independent Shrinkage Expert is his preferred route.

When DMo was asked why he wants to seek urgency status for this Modification, he explained that Studies show that the SLM is currently 30-35% understated¹. Underestimating Shrinkage also causes increases in Unidentified Gas. This has the direct impact of inflating customer bills. This Modification will incentivise emission reduction, Unidentified Gas (UIG) will be lower therefore customer bills would be lower.

DMi asked if there is a guarantee that the reductions will be passed on to the customer, SM explained that UIG is a named line item in the price cap, and if it is reduced, this would naturally lead to a reduction in cost for customers.

RH highlighted to Workgroup that this pre-Modification has not yet had a critical friend review by Joint Office and advised that, for example, the Impact of the change on Consumer Benefit Areas table in Section 6 of the Modification requires more information.

¹ See material presented as part of Review 0828R <https://www.gasgovernance.co.uk/0828>

Andy Clasper (AC) noted, for the Legal Text to be written at short notice (if urgency status is granted by Ofgem), the business rules need to be outlined sufficiently in the Solution.

Workgroup discussed the need for urgency status to be sought and suggested because it is such a change, it would be better to go to a Workgroup for further development so that detailed business rules can be provided and reviewed by Workgroup for clarity and to ensure a better likelihood of covering all areas where consultation response might raise queries. DMO advised he feels confident there is sufficient information to produce legal text.

RH further clarified that if the Modification went to a Workgroup rather than through the Urgency route, it would mitigate the possibility of new issues being raised during the consultation. Any issues that are considered as part of Workgroup discussions would be documented in the Workgroup Report.

RH also suggested this proposal could be discussed further within the 0828R meetings, as a draft Modification, where it can be developed and raised soon after.

2. **CSS REC Consequential Changes Update**

This agenda item has been deferred to the April 2023 Distribution Workgroup meeting.

3. **Workgroups**

3.1. **0812R - Review of Alternatives to “Must Read” Arrangements**

(Report to Panel 21 September 2023)

<https://www.gasgovernance.co.uk/0812>

3.2. **0816S – Update to AQ Correction Processes**

(Report to Panel 18 May 2023)

<https://www.gasgovernance.co.uk/0816>

3.3. **0819 – Establishing/Amending a Gas Vacant Site Process**

(Report to Panel 18 May 2023)

<https://www.gasgovernance.co.uk/0819>

3.4. **0825 – Removal of the remaining Retrospective Asset, Address and Supply Point (RAASP) elements of the Retrospective Adjustment arrangements put in place under Modification 0434**

(Report to Panel 15 June 2023)

<https://www.gasgovernance.co.uk/0825>

3.5. **0831 – Allocation of LDZ UIG to Shippers Based on a Straight Throughput Method 0831A – Allocation of LDZ UIG to Shippers (Class 3 and 4) Based on a Straight Throughput Method**

(Report to Panel 21 September 2023)

<https://www.gasgovernance.co.uk/0831>

3.6. **0836S Resolution of Missing Messages following Central Switching Service implementation and integration with REC Change R0067 – deferred to April 2023**

(Report to Panel 18 May 2023 extension request to August 2023 pending)

<https://www.gasgovernance.co.uk/0836>

4. **Distribution Workgroup Change Horizon**

Unfortunately, time did not allow for this agenda item to be discussed during Workgroup, please see the update kindly provided by CDSP and forward any questions you may have to Joint Office at enquiries@gasgovernance.co.uk.

UNC Regulatory Change															
Delivery Type	Modification Reference	Modification Title	Modification Approval Date	Jan - Mar 23											
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Major	MOD 0651 XRN 4914	Changes to the Retrospective Data Update provisions	14 March 2019	To be confirmed											
	MOD 064VVS XRN 4990	Transfer of Sites with Low Valid Meter Reading Submission Performance from Classes 2 and 3 into Class 4	15 July 2021	Delivered (Feb-23)											
	MOD 0701 XRN 5186	Aligning Capacity booking under the UNC and arrangements set out in relevant NEXAs	27 May 2021	Nov-23											
	MOD 0770FT* XRN - NA *No CDSP Impacts	Amendments to legal text numbering for UNC Modification 0701	17th June 2021	Nov-23											
	MOD 0799 XRN 5298	UNC Arrangements for the H100 Fife project (100% hydrogen)	18 November 2022	Delivered (Feb-23)											
	MOD 0809S XRN 4992	Distribution of Last Resort Supplier Payment (LRSP) claims to include IGT sites	30 November 2022	Feb-23 (System implementation) Apr-23 (Code Implementation)											
	MOD 0797 XRN 4992	Last Resort Supply Payments Volumetric Charges	20th January 2022	Nov-23											
Standalone	Mod 0811S XRN 5604	Shipper Agreed Read (SAR) exceptions process	19th January 2023	Nov-23											
	MOD 0710S XRN 5379	CDSP provision of Class 1 read service	15 October 2020	Mar-23											
CMS Rebuild Release	MOD 030S* XRN - NA *No CDSP Impacts	Obligation for Shipper to pay CDSP for Class 1 read service	15 December 2022	Apr-23											
	MOD 0734S XRN 5236	Reporting Valid Confirmed Theft of Gas into Central Systems and Reporting Suspected Theft to Suppliers	17 February 2022	To be confirmed											
N/A	MOD 0810S XRN - NA	Amendment of Transportation Principal Document Section V 14.1.1 and Annex-V5 to reflect updated Theft of Gas Process	16 June 2022	To be confirmed											
	MOD 0696V XRN 5187	Addressing inequities between Capacity booking under the UNC and arrangements set out in relevant NEXAs	Awaiting Ofgem Approval	Subject to approval											
	Mod 0813 XRN 5606	Revision of Virtual Last Resort User and Contingent Procurement of Supplier Demand Event Triggers	Awaiting Ofgem Approval	Subject to approval											
	MOD 0815S* XRN - NA *No CDSP Impacts	DSC Committee Quoracy	19th January 2023	Delivered (Feb-23)											
	MOD 0827S* XRN - NA *No CDSP Impacts	Amending the Unsecured Credit Table in TPD V3 to reflect the removal of Graydons and insertion of Creditsafe	19th January 2023	Delivered (Feb-23)											
	Mod 0837FT XRN N/A *No CDSP Impacts	Updating all UNC references of "National Grid" to "National Gas Transmission" to reflect the sale of National Grid Gas plc	16th February 2023	Mar-23											

Key
Indicative date
To be confirmed
Firm date
Delivered
Subject to Approval
Last updated date: 13/03/2023

5. Issues

None raised.

6. Any Other Business

6.1. NTS Exit Metering Issue

Outstanding action 0102:

In the absence of John Baldwin, this action is deferred to the April 2023 meeting. In the meantime, RH will seek an update from John Baldwin and provide a copy to the National Gas Transmission Representative Joshua Bates.

7. Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/events-calendar/month

Time / Date	Paper Publication Deadline	Venue	Programme
Thursday 10:00 27 April 2023	5 pm 18 April 2023	Microsoft Teams	Standard Agenda including any Modification Workgroups relating to Distribution Workgroup (0816S; 0819; 0836)
Wednesday 10:00 03 May 2023	5 pm 24 April 2023	Microsoft Teams	Standard Agenda including any Modification Workgroups relating to Distribution Workgroup (0812R; 0825; 0831/A)
Thursday 10:00 25 May 2023	5 pm 16 May 2023	Microsoft Teams	Standard Agenda including any Modification Workgroups relating to Distribution Workgroup
Thursday 10:00 22 June 2023	5 pm 13 June 2023	Microsoft Teams	Standard Agenda including any Modification Workgroups relating to

			Distribution Workgroup
Thursday 10:00 27 July 2023	5 pm 18 July 2023	Microsoft Teams	Standard Agenda including any Modification Workgroups relating to Distribution Workgroup
Thursday 10:00 24 August 2023	5 pm 15 August 2023	Microsoft Teams	Standard Agenda including any Modification Workgroups relating to Distribution Workgroup
Thursday 10:00 28 September 2023	5 pm 19 September 2023	Microsoft Teams	Standard Agenda including any Modification Workgroups relating to Distribution Workgroup
Thursday 10:00 26 October 2023	5 pm 17 October 2023	Microsoft Teams	Standard Agenda including any Modification Workgroups relating to Distribution Workgroup
Thursday 10:00 23 November 2023	5 pm 14 November 2023	Microsoft Teams	Standard Agenda including any Modification Workgroups relating to Distribution Workgroup
Monday 10:00 11 December 2023	5 pm 30 November 2023	Microsoft Teams	Standard Agenda including any Modification Workgroups relating to Distribution Workgroup

Action Table (as of 23 February 2023)

Action Ref	Meeting Date	Minute Ref	Action	Reporting Month	Owner	Status Update
0101	26/01/23	5.0	<i>Modification 0696V - Addressing inequities between Capacity booking under the UNC and arrangements set out in relevant NExAs</i> Steve Mulinganie (SM) to investigate to ascertain if there is a Line in the Sand implication for when the Modification would need to be implemented.	February 2023 March 2023	Steve Mulinganie (SM)	Closed
0102	26/01/23	7.1	<i>NTS Exit Metering Issue - John Baldwin (JB)</i> to liaise with National Grid offline and come back to Distribution Workgroup with an update: <ul style="list-style-type: none"> - What is the impact - What is the solution - Is it material 	February 2023 March 2023 April 2023	John Baldwin (JB)	Carried Forward

**UNC Workgroup 0812R Minutes
Review of Alternative to “Must Read” Arrangements
Thursday 23 March 2023
via Microsoft Teams**

Attendees		
Rebecca Hailes (Chair)	(RH)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Anne Jackson	(AJ)	Gemserv
Ben Mulcahy	(BM)	Northern Gas Networks
Charlotte Gilbert	(CG)	BU-UK
Clare Manning	(CM)	E.ON
David Mitchell	(DMi)	SGN
Fiona Cottam	(FC)	CDSP
Hursley Moss	(HM)	Cornwall Insight
John R Harris	(JR)	CDSP
Kathryn Adeseye	(KA)	CDSP
Lee Greenwood	(LG)	British Gas
Martin Attwood	(MA)	CDSP
Oorlagh Chapman	(OC)	Centrica
Richard Pomroy	(RP)	Wales & West Utilities
Sally Hardman	(SH)	SGN
Tom Stuart	(TSt)	Wales & West Utilities
Apologies		
David Addison	(DA)	CDSP
Ellie Rogers	(ER)	CDSP

The Workgroup Report is due to be presented at the UNC Modification Panel by 21 September 2023.

Please note these minutes do not replicate/include detailed content provided within the presentation slides, therefore it is recommended that the published presentation material is reviewed in conjunction with these minutes. Copies of all papers are available at: www.gasgovernance.co.uk/0812/230323

1.0 Introduction and Status Review

1.1. Approval of Minutes (23 February 2023)

The minutes from the meeting held on 23 February 2023 were approved.

1.2. Approval of Late Papers

There were no late papers.

1.3. Review of Outstanding Actions

Action 0903: Workgroup Chair (RH/EF) to ask PAC for evidence on the effectiveness of must-reads and the effectiveness on settlement accuracy: (Is there a benefit or value in the must-read service)

- If must-reads are successfully used, to what extent do they mitigate settlement risk?
- Are Transporters the appropriate party to provide the service?
- If they are not, who should provide the service

Update: The Chair of the Performance Assurance Committee (PAC) has provided the following response:

Question	PAC Response
Is there a benefit or value in the must-read service?	It is difficult to tell as PAC does not know how much of a deterrent the Must Read service is. If it was stopped, PAC would not know whether shippers would stop submitting reads as there would be no consequence.
If must-reads are successfully used, to what extent do they mitigate settlement risk?	Based on the numbers shared by Ellie Rogers (Xoserve data) it looks very low but again, PAC does not know whether the Must Read service is good at encouraging read submission.
Are Transporters the appropriate party to provide the service?	PAC agreed that Transporters are not the appropriate party as they have 'no skin in the game'.
If they are not, who should provide the service?	PAC being responsible [for the service] was discussed but this would have to be a service offered through the CDSP and the costs of providing that service are unknown. PAC did discuss a 'user pays' principle.
There are c47k meter reads that are failing validation: Does the c47k create a risk to Settlement?	Yes, any time we do not have a read it affects settlement. PAC did assume that these were 47k Must Reads so no other reads had been submitted.
Do the Failures (c47k) have any adverse impact on settlement?	Yes, same as above.
<p>PAC also discussed current read performance, which is poor and therefore ceasing the Must Read service entirely would detrimentally impact settlement.</p> <p>Modification 0664VVS – Transfer of Sites with Low Valid Meter Reading Submission Performance from Classes 2 and 3 into Class 4, was mentioned and it was generally believed that it will improve the read situation.</p> <p>CDSP also took away an action to look at how many Must Reads were initially raised that ended up delivering 57K successful Must Reads.</p>	

Based on the information provided by PAC, Richard Pomroy (RP) noted that out of the following options, Option 3 of the Scope appears to be the way forward for this Modification.

1. How is the Shipper held accountable in the event of a failure to meet their meter reading obligations:
 - a. is this left to the Performance Assurance Committee to action as they see fit; or
 - b. should there be a specific reference to the Performance Assurance Committee in case of breach (or would this be giving too much emphasis to this issue?);
2. Should there be some formal remedy mechanism in the UNC with which Shippers have to comply should a breach occur?
 - a. no arrangement required as PAC will address the breach (1 above); or
 - b. an obligation to make a special visit to obtain a read and whether there needs to be an ancillary document or subsidiary document supporting this obligation; or
3. **Some other arrangements such as central provision either mandated by the Code or at the discretion of PAC (however we need to ensure that any possible central provision does not affect any party's ability to offer a commercial meter reading service).**

Martin Attwood (MA) and Lee Greenwood (LG) agreed that Option 3 is the one that should be taken forward for this Request.

It was noted that if there was a central service, the PAC would not be able to contract as they are not a legal entity, therefore a central Must Read service would need to be procured via CDSP which could be automatically triggered on the same basis that the Transporter process is currently triggered, or if a Shipper is not performing.

MA clarified that Must Reads are triggered, depending on a site meter read frequency, for example, a monthly read site would trigger the Must Read process if a read has not been obtained by the end of month 4. The trigger occurs slightly before the window for the read is closed so MA noted that once a Must Read is generated if a meter read is submitted the following day, that process is not joined up at the moment and the requirement for the must-read is not overwritten automatically but currently sits in a backlog and CDSP are looking at automating this check as part of the CMS rebuild.

RP advised that he is trying to keep the scope of the review constrained and wanted to keep the following issues out of this review:

- Access issues,
- Incorrect addresses, and
- Reads failing validation.

LG noted that AMR and SMETs 1&2 sites do not enter the Must Read process as Code states these are at the discretion of the Transporter. There is an IGT Modification, (IGT159), that is currently in flight to enshrine that detail into the IGT UNC.

Fiona Cottam (FC) provided the following Code detail:

*M5.10.1 Subject to paragraphs 5.10.5 and 5.10.6, paragraph 5.10.2 shall apply in relation to a Class 2, 3 or 4 Supply Meter where, at the end of any calendar month, a Valid Meter Reading has not been submitted with a Read Date within: (a) except as provided in paragraph (b), the **preceding 4 months**; (b) in the case of a Class 4 Annual Read Supply Meter, the **preceding 24 months**.*

Charlotte Gilbert (CG) provided a link to XRN5036 – Updates to Must Read process: www.xoserve.com/change/customer-change-register/xrn-5036-updates-to-must-read-process/

Summary

Following the implementation of Modification 0692 – Automatic updates to the Meter Read Frequency, there will be an increase in the volume of must read Contacts generated including where a site has a Smart Meter or Advanced metering equipment in situ. These sites should have remote reading capability and therefore should not rely on the must read process. To ensure that the must read process is fit for purpose, the criteria should be updated to generate must read Contacts for required sites only.

Action 0903 Closed.

New Action 0301: Proposer (RP) to provide more detail around Option 3 and consider service level agreements as in IGT159, what detail would need to go into Code?

New Action 0302: Joint Office (RH) to update the Workgroup Report where the PAC response was considered, and Workgroup briefly discussed that Option 3 is the only viable option to take forward.

Action 0201: Joint Office to approach PAC for a view on the potential impact on Settlement that the removal of the Must Read process would have.

Update: See PAC response provided as part of Action 0903. **Closed**

2.0 Amended Modification

The Request had not been amended.

3.0 Issues and Questions from Panel

3.1. Does the process utilised in the IGT UNC work as an alternative arrangement?

This will be considered at a future Workgroup meeting.

4.0 Development of Workgroup Report

This will commence at a future Workgroup meeting.

5.0 Next Steps

RH confirmed the next steps:

- RP will provide a possible solution for Workgroup to consider.
- The CDSP analysis that is going to be presented to PAC in April is to be provided to this Workgroup on 27 April 2023.
- Cost and allocation of change funding to be considered.

6.0 Any Other Business

None.

7.0 Diary Planning

Workgroup meetings will take place as follows:

Time / Date	Paper Publication Deadline	Venue	Programme
Wednesday 10:00 03 May 2023	5 pm 24 April 2023	Microsoft Teams	<ul style="list-style-type: none"> • Consider possible solutions for Option 3. • Consider the CDSP analysis presented to PAC. • Considered Cost and Allocation of change funding.

Action Table (as of 23 March 2023)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0903	22/09/22	2.0	Workgroup Chair (RH/EF) to ask PAC for evidence on the effectiveness of must-reads and the effectiveness on settlement accuracy: (Is there a benefit or value in the must-read service) <ul style="list-style-type: none"> • If must-reads are successfully used, to what extent do they mitigate settlement risk? 	Workgroup Chair (RH/EF)	Closed

			<ul style="list-style-type: none"> • Are Transporters the appropriate party to provide the service? • If they are not, who should provide the service? 		
0201	23/02/23	1.3	Joint Office to approach PAC for a view on the potential impact on Settlement that the removal of the Must Read process would have	Joint Office	Closed
0301	23/03/23	1.3	Proposer (RP) to provide a possible solution for Option 3.	Proposer (RP)	Pending
0302	23/03/23	1.3	Joint Office (RH) to update the Workgroup Report where the PAC response was considered, and Workgroup briefly discussed that Option 3 is the only viable option to take forward.	Joint Office (RH)	Pending

**UNC Workgroup 0816S Minutes
Update to AQ Correction Processes
Thursday 23 March 2023
via Microsoft Teams**

Attendees		
Rebecca Hailes (Chair)	(RH)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Ben Mulcahy	(BM)	Northern Gas Networks
Charlotte Gilbert	(CG)	BU-UK
Clare Manning	(CM)	E.ON
David Mitchell	(DMi)	SGN
Hursley Moss	(HM)	Cornwall Insight
John R Harris	(JR)	CDSP
Kathryn Adeseye	(KA)	CDSP
Lee Greenwood	(LG)	British Gas
Mark Jones	(MJ)	SSE
Oorlagh Chapman	(OC)	Centrica
Sally Hardman	(SH)	SGN
Steve Mulinganie	(SM)	SEFE Energy Limited
Tom Stuart	(TSt)	Wales & West Utilities
Apologies		
David Addison	(DA)	CDSP
Ellie Rogers	(ER)	CDSP

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0816/230323>

The Workgroup Report is due to be presented at the UNC Modification Panel by 18 May 2023.

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1.0 Introduction and Status Review

1.1. Approval of Minutes (23 February 2023)

The minutes from the meeting held on 23 February 2023 were approved.

1.2. Approval of Late Papers

RH noted that the amendments made to the Modification were received this week and therefore is deemed to be late.

1.3. Review of Outstanding Actions

2.0 Amended Modification

RH noted the Modification (v8.0) was amended on 21 March 2023 and invited Clare Manning (CM) to address Workgroup with a brief overview of the amendments:

CM noted that further offline conversations with the Legal Text provider (David Mitchell (DMi)) and CDSP (Ellie Rogers (ER)) have led to the amendments being made to the Modification, she clarified that the content has not been changed, just how the Solution flows.

CM advised that she has chosen not to include a mechanism for what would happen if the AQ amendment was found to be erroneous and suggested this is captured in the Workgroup Report.

It was clarified that the impact of an AQ correction being erroneous, the result would be that it would have to be undone and taken back to the original AQ, there are lots of complexities around that part of the process.

Katherine Adeseye (KA) added that this could also lead to retrospective adjustments which could impact the Self-Governance status of this Modification.

KA highlighted a further change that is required to Section 8 – Implementation where it needs to be noted that implementation will have to align with the relevant system delivery as per the Rough Order of Magnitude (ROM) and System delivery timescales will be determined by DSC Change Management Committee.

Legal Text Review

David Mitchell (DMi) provided a detailed walkthrough of the Legal Text v9.9 dated 07 March 2023 changes which are shown in markup. The key changes are to Section G – Supply Points of the UNC Transportation Principal Document paragraphs 2.3.20 to 2.3.25.

DMi noted that section 2.3.21 now shows the two additional eligible causes (d and e). RH noted that eligible causes a, b and c do not have defined terms and asked CM if she intends to tidy this paragraph up. CM clarified this is not her intention and DMi advised that the Legal Text drafting is based on the business rules within the Modification.

DMi confirmed that Legal Text commentary will be provided with the Final Legal Text and Workgroup can give the Legal Text a final review at the April Workgroup in April.

3.0 Development of Workgroup Report

During an onscreen review of the (draft) Workgroup Report (v0.5, dated 22 March 2023), RH undertook changes to the document in line with Workgroup discussions.

When RH asked if PAC has considered Modification 0816S and if there is any impact, Steve Mulinganie noted that PAC had no particular concerns, no new reports are required, and PAC is continuing to monitor the existing reports.

New Action 0301: Joint Office to confirm with PAC that they have considered Modification 0816S and that no new reporting is required.

Rough Order of Magnitude Review

Workgroup reviewed the ROM and noted the following:

- Implementation costs £50,000-130,000 with no ongoing costs;
- Timescales of 12-20 weeks including 3 weeks of PIS;

KA advised that DSC Change Management Committee have not decided which Release this falls into yet, it will possibly be the May 2023 Release.

CM commented that there is not a great deal of change in the November 2023 Release and asked if it could be considered for that Release.

KA confirmed she will mention to the Release Team that Workgroup has commented on their preferred Release for implementation is November 2023.

The impacted Service Area is Service Area 2 which is 100% Shipper funded.

New Action 0302: CDSP (KA) to ensure an agenda item is added to the DSC Change Management Committee meeting due to be held on Wednesday 12 April 2023 to ascertain if:

1. A November 2023 implementation is feasible.
2. If the validation work that CDSP will have to undertake will be included in the run the business costs?

4.0 Next Steps

RH noted the next steps to be taken are as follows:

- Legal Text provider (DMi) to seek final Legal Lext and supporting commentary
- Finalise Workgroup Report

5.0 Any Other Business

None.

6.0 Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/events-calendar/month

Workgroup meetings will take place as follows:

Time / Date	Paper Publication Deadline	Venue	Programme
Thursday 10:00 27 April 2023	5 pm 18 April 2023	Microsoft Teams	<ul style="list-style-type: none"> • Amended Modification • Final Legal Text

Action Table (as of 23 March 2023)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Reporting Month	Status Update
0301	23/03/23	3.0	Joint Office (RH) to confirm with PAC that they have considered Modification 0816S and that no new reporting is required	Joint Office (RH)	April 2023	Pending
0302	23/03/23	3.0	CDSP (KA) to ensure an agenda item is added to the DSC Change Management Committee meeting due to be held on Wednesday 12 April 2023 to ascertain if: <ol style="list-style-type: none"> 1. A November 2023 implementation is feasible 2. If the validation work that CDSP will have to undertake will be included in the run the business costs 	CDSP (KA)	April 2023	Pending

**UNC Workgroup 0819 Minutes
Establishing/Amending a Gas Vacant Site Process
10:00 Thursday 23 March 2023
via Microsoft Teams**

Attendees		
Rebecca Hailes (Chair)	(RH)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Ben Mulcahy	(BM)	Northern Gas Networks
Charlotte Gilbert	(CG)	BU-UK
Clare Manning	(CM)	E.On Next
David Mitchell	(DM)	SGN
Hursley Moss	(HM)	Cornwall Insights
John R Harris	(JH)	Xoserve
Kathryn Adeseye	(KA)	Xoserve
Lee Greenwood	(LG)	British Gas
Mark Jones	(MJ)	SSE
Oorlagh Chapman	(OC)	Centrica
Steve Mulinganie	(SM)	SEFE Energy Ltd
Tom Stuart	(TSt)	Wales & West Utilities
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0819/230223>

The Workgroup Report is due to be presented at the UNC Modification Panel by 18 May 2023.

Please note these minutes do not replicate/include detailed content provided within the presentation slides, therefore it is recommended that the published presentation material is reviewed in conjunction with these minutes.

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0819/230223>.

1.0 Introduction and Status Review

1.1. Approval of Minutes (23 February 2023)

The minutes from the meeting held on 23 February 2023 were approved.

1.2. Approval of Late Papers

Rebecca Hailes confirmed there are no late papers for Workgroup to consider.

1.3. Review of Outstanding Actions

Action 0104: Joint Office (RH) to raise awareness of this Modification to the Performance Assurance Committee (PAC) for them to consider what reporting they would like.

Update from PAC: At the Performance Assurance Committee (PAC) meeting CDSP confirmed that reporting requirements have been drafted and will be presented to PAC at the April 2023 meeting. **Closed**

2.0 Amended Modification

RH noted an amendment to the Modification, now reporting as v3.0 as of 27 February 2023.

Lee Greenwood (LG) confirmed he has updated the Solution section for Business Rule 5: Exit Criteria and advised the Modification is now stable.

LG noted that CDSP has raised some questions that will need to be captured in the Workgroup Report and confirmed this most recent version of the Modification has been forwarded to Cadent for Legal Drafting to commence.

Katherine Adeseye (KA) provided the following verbal update which includes an Alternative solution from SEFE Energy Limited:

- It was suggested by SEFE Energy Limited that the AQ of a vacant site could be reduced to 1 by submitting static reads using a new vacant site read reason.
- The CDSP Subject Matter Experts (SMEs) have advised (at a very high level) that the system and process impacts would be more complex than the solution option of Modification 0819 which has been fed back to SEFE Energy Limited.

Steve Mulinganie (SM) provided his confirmation that he is satisfied with the response he received from CDSP and that SEFE Energy Limited no longer want to pursue this as an alternative solution option.

Business Rules Review:

Business Rule 4 – Capacity Relief:

Where a site has been in a Vacant status for 12 months or more with the same Supplier and Shipper the Shipper will have the option to request a change to the Annual Quantity (AQ) of the site to set the AQ to 1 via a new Vacant site “eligible cause” as per TPD G 2.3.21 to receive Capacity relief.

KA explained, part of the new Vacant Site process that allows a Shipper User to reduce the AQ of a site that has been vacant for 12 months or more, is to reduce the Supply Meter Point (SMP) AQ to 1 to receive capacity relief.

The CDSP SMEs have highlighted to the proposer, that if a Shipper User wants to reduce an SMP AQ to 1 but winter consumption is applied to that SMP, the AQ correction would be rejected. There were two routes to resolve this:

- 1) To raise a winter consumption adjustment to reduce the winter consumption value down to 0 ahead of raising the AQ correction. This is the existing process now for Shipper Users.
- 2) Create an opt-out in the vacant site AQ reason code validation rules which would ignore winter consumption and allow a reduction of AQ down to 1 to go through.

When asked, Workgroup agreed to go with the existing process in Option 1, this is because Option 2 would mean that updates to winter consumption data on the CDSP systems would not always occur when required, leading to anticipated downstream impacts on existing winter consumption processes.

LG agreed to take an action to include a reference to the winter consumption adjustment process in his guidance documentation.

New Action 0301: *Business Rule 4 – Capacity Relief:* LG to include reference to the winter consumption adjustment process in the ‘Amending a Gas Vacant Site Process Guidance Document’.

Business Rule 7 b) – Vacant status removal - Capacity Relief:

b) In the absence of the Registered User amending the AQ as per the above timeline, the CDSP will reinstate the pre-Vacant Rolling and Formula Year AQ (FYAQ). The Vacant status will be removed by the CDSP in line with the pre-Vacant Rolling and FYAQ becoming effective. For the avoidance of doubt, where the CDSP reinstate the pre-Vacant Rolling and FYAQ between the months of January – March, the reinstated value will be utilised to set the FYAQ for the next 12 months commencing in April.

KA advised the original view of Workgroup was that when the CDSP re-instate the pre-vacant rolling AQ and Formula Year Annual Quantity (FYAQ), there should not be a backstop date. This would mean that once the Shipper User submits a new read for a previously vacant SMP, the rolling AQ would be immediately pulled back down. The AQ would, therefore, be closer to the vacant AQ value than the re-instated pre-vacant value.

What is the impact of this?

- a) Reduced commodity charges would re-apply when the rolling AQ significantly reduces. Therefore, despite the commodity stop flag being removed when the vacant status is removed, the SMP would still have an element of commodity relief even though the SMP is no longer vacant.
- b) Reduction in capacity charges would NOT immediately apply as it is based on the FYAQ. However, if the initial post-vacant read/s were submitted just before the 01 December AQ snapshot, the rolling AQ captured during that snapshot would be more reflective of the vacant AQ, and therefore when the FYAQ is set on 01 April the following year, it will be considerably lower than the re-instated values, meaning that an element of capacity relief would reapply despite the SMP not being vacant.

In light of the above, Workgroup was advised that reinstating the pre-vacant AQ values without a backstop would mean that any reads submitted after the fact, could immediately reduce the AQ again. Workgroup were asked if they still see a value in the CDSP re-instating pre-vacant values without a backstop.

Workgroup had the view that the re-instated pre-vacant AQ values without a backstop would negate the impact of reinstating the pre-vacant AQ values and decided to include the backstop date mechanism when the CDSP re-instate the pre-vacant AQ.

LG agreed to reference the backstop in Business Rule 7 b).

New Action 0302: Proposer (LG) to reference backstop in Business Rule 7 b).

Legal Text

Andy Clasper (AC) confirmed he has provided the first drafting of the Legal Text with questions which he is discussing with the Proposer next week. An update will be provided to Workgroup next month (April 2023).

AC noted that if the backstop date is in the system solution, it needs to be documented in the Modification.

When asked, John Harris (JH) explained that the backstop date is set based on the new AQ date which is usually the first of the following month when the exit criteria are applied. When the CDSP reinstate the pre-vacant values, it would follow the same logic.

LG agreed to provide an example and maybe include it in the Modification.

AC mentioned that Modification 0816S – *Update to AQ Correction Processes*, is adding in extra reason codes and this Modification will also add in extra reason codes, this will require careful consideration for when the Code is updated as both Modifications affect the same area of Legal Text (likely to be Section G Paragraph 2.3). He added he would not want to implement 0819 until the Legal Text for 0816S has been implemented.

RH advised this is not a legitimate reason to delay the development of a Modification and noted the Consent to Modify process. The timing will have to be managed carefully.

When Workgroup considered the interaction of this Modification with Modification 0816S, they suggested it is raised at DSC Change Management Committee to see if there are any impacts or consequences in terms of system implementation.

New Action 0303: CDSP (KA) to arrange for an agenda item to be added to the next DSC Change Management Committee meeting to raise awareness of Modification 0819 and its interaction with Modification 0816S to see if there are any impacts or consequences in terms of system implementation (as both Modifications affect the same area of Legal Text - likely to be Section G Paragraph 2.3).

3.0 Development of the Workgroup Report

The Workgroup Report development will be finalised at the next meeting in April 2023.

4.0 Next Steps

RH noted the next steps:

- Review the Final Legal Text
- Review finalised Modification
- Review finalised Guidance Document
- Finalise the Workgroup Report

5.0 Any Other Business

None.

6.0 Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/events-calendar/month

Workgroup meetings will take place as follows:

Time / Date	Paper Publication Deadline	Venue	Programme
Thursday 10:00 27 April 2023	5 pm 18 April 2023	Microsoft Teams	<ul style="list-style-type: none"> • Review the Final Legal Text • Review finalised Modification • Review finalised Guidance Document • Finalise the Workgroup Report

Action Table (as of 23 March 2023)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Reporting Month	Status Update
0104	31/01/23	2.0	Joint Office (RH) to raise awareness of this Modification to the Performance Assurance Committee (PAC) for them to consider what reporting they would like	Joint Office (RH)	February 2023	Carried Forward
0301	23/03/23	2.0	<i>Business Rule 4 – Capacity Relief:</i> Proposer (LG) to include reference to the winter consumption adjustment process in the	Proposer (LG)	April 2023	Pending

Action Table (as of 23 March 2023)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Reporting Month	Status Update
			'Amending a Gas Vacant Site Process Guidance Document'.			
0302	23/03/23	2.0	<i>Business Rule 7 b) – Vacant status removal - Capacity Relief:</i> Proposer (LG) to reference backstop in Business Rule 7 b)	Proposer (LG)	April 2023	Pending
0303	23/03/23	2.0	CDSP (KA) to arrange for an agenda item to be added to the next DSC Change Management Committee meeting to raise awareness of Modification 0819 and its interaction with Modification 0816S to see if there are any impacts or consequences in terms of system implementation (as both Modifications affect the same area of Legal Text - likely to be Section G Paragraph 2.3).	CDSP (KA)	April 2023	Pending

UNC Workgroup 0825 Minutes

Removal of the remaining Retrospective Asset, Address and Supply Point (RAASP) elements of the Retrospective Adjustment arrangements put in place under Modification 0434

Thursday 23 March 2023

via Microsoft Teams

Attendees		
Rebecca Hailes (Chair)	(RH)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Aleksandra Cebo	(ACe)	EDF
Andy Clasper	(AC)	Cadent
Ben Mulcahy	(BM)	Northern Gas Networks
Charlotte Gilbert	(CG)	BU-UK
Clare Manning	(CM)	E.ON
Dan Fittock	(DF)	Corona Energy
David Mitchell	(DMi)	SGN
Hursley Moss	(HM)	Cornwall Insight
Kathryn Adeseye	(KA)	CDSP
Kevin Clark	(KC)	Utilita
Lee Greenwood	(LG)	British Gas
Mark Jones	(MJ)	SSE
Oorlagh Chapman	(OC)	Centrica
Paul Orsler	(PO)	CDSP
Sally Hardman	(SH)	SGN
Steve Mulinganie	(SM)	SEFE Energy Limited
Tom Stuart	(TSt)	Wales & West Utilities
Tracey Saunders	(TS)	Northern Gas Networks
Apologies		
David Addison	(DA)	CDSP
Ellie Rogers	(ER)	CDSP

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0825>

The Workgroup Report is due to be presented at the UNC Modification Panel by 15 June 2023

Please note these minutes do not replicate/include detailed content provided within the presentation slides, therefore it is recommended that the published presentation material is reviewed in conjunction with these minutes. Copies of all papers are available at: <https://www.gasgovernance.co.uk/0825/230323>

1.0 Introduction and Status Review

Rebecca Hailes (RH) welcomed all to the Workgroup.

1.1 Approval of Minutes (31 January 2023)

The minutes were approved.

1.2 Approval of Late Papers

No late papers to consider.

1.3 Review of Outstanding Actions

Action 0511: Proposer (ACe) to assess the Relevant Objectives for Modification 0651 and update Workgroup on her findings as to how Modification 0651 would further the Relevant Objectives.

Update: Aleksandra Cebo (ACe) confirmed the Relevant Objectives have been updated and this is reflected in the amended Modification. **Closed**

Action 0101: From Action 0111: *Proposer and CDSP to assess the cost-benefit position:*

- *What does the system solution for Modification 0651 provide (what is the benefit of 0651)?*
- *What is the justification for Modification 0825 that we no longer need that benefit?*
- *We know two versions of cost for Modification 0651 implementation, what is the cost of delivering Modification 0825*

CDSP (ER) to confirm the indicative CDSP implementation cost from the 0624R analysis (as shown on slide 12 of the presentation pack).

Update: Kathryn Adeseye (KA) clarified that ER provided a presentation to Workgroup in January 2023 which provided the implementation and enduring costing range associated with *Modification 0624R - Review of arrangements for Retrospective Adjustment of Meter Information, Meter Point/Supply Point and Address data*, analysis.

An email has been drafted to SM (who raised this Action), Joint Office was copied in, and the email response from ER confirmed the reason for the discrepancy. The presentation has been updated accordingly and no further action is required. **Closed**

Action 0102: Joint Office (RH) to request an extension to June 2023 at the next UNC Modification Panel meeting.

Update: This has been completed. **Closed**

2.0 Amended Modification

RH noted the Modification (v3.0 dated 15 March 2023) has been amended and invited Aleksandra Cebo (ACe) to update Workgroup on the amendments made.

Section 5 - Solution

ACe advised that the solution has been worked through with CDSP and the Modification now introduces 5 Business Rules which are required to amend the existing terms relating to Retrospective Data Updates within UNC TPD E; TPD M; TPD S and Transitional Rules TD11C which were inserted with the implementation of Modification 0434 - Project Nexus – Retrospective Adjustment, that has not been successfully implemented:

1. *Remove the Retrospective Data Update process from UNC.*
2. *Shipper Users will not be able to submit a Retrospective Data Update Notification.*
3. *The CDSP will not carry out a Retrospective Data Update and an adjustment to an Affected Offtake Reconciliation will not be undertaken.*
4. *Adjustments to Reconciliation Values should not arise in relation to the Retrospective Data Update process.*
5. *The updates proposed to the UNC under Modification 0651 should not be implemented and [should not] go live in the UNC.*
 - a. It was suggested that this Business Rule may need to be an ‘avoidance of doubt statement’ because the Workgroup Report will be requesting Ofgem to provide a non-implementation direction for Modification 0651 - Changes to the Retrospective Data Update provisions if this Modification is approved.

A new for the avoidance of doubt statement has also been included:

For the avoidance of doubt, this Modification will not remove the ability for Shippers to receive retrospective adjustments following the submission of replacement Meter Readings as per the arrangements put in place by Modification 0434.

Andy Clasper (AC), the Legal Text provider, clarified that Business Rules 1-4 are to unpick the elements of Modification 0434 which have not been successfully implemented.

When RH noted, because Modification 0651 applied to IGT and GT sites there is a consequential impact of this Modification, the aspects of Modification 0651 applying to IGT would not be implemented, Workgroup discussed the impact this Modification may have on IGTs.

SM clarified that for this Modification 0825 there is no impact on IGTs, if this Modification does not get implemented, then Modification 0651 does have an impact on IGTs.

RH asked ACe to include a statement in the Modification that for Modification 0825 there is no impact on IGTs, if Modification 0825 does not get implemented then there is an IGT impact.

New Action 0301: Proposer (ACe) to update the Modification to confirm impact or no impact to IGT.

Section 6 - Impacts & Other Considerations

A small amendment has been made to the Impact of the change on the Consumer Benefit Areas table.

Section 7 – Relevant Objectives

Relevant Objective d) Securing of effective competition, has been changed from positive to none and the relevant objectives justification has been updated

Paul Orsler (PO) confirmed he will present the Rough Order of Magnitude to Workgroup at the April 2023 Workgroup meeting.

3.0 Development of Workgroup Report

Deferred to April 2023 Workgroup.

4.0 Next Steps

RH confirmed the next steps to be:

- Proposer to amend the Modification to change Business Rule 5 to an avoidance of doubt statement;
- Panel questions to be addressed
- Review the Rough Order of Magnitude
- Request the Legal Text to be provided at the April 2023 UNC Panel
- Review Legal Text at the April 2023 meeting
- Completion of Workgroup Report

5.0 Any Other Business

None

6.0 Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/events-calendar/month

Workgroup meetings will take place as follows:

Time / Date	Paper Publication Deadline	Venue	Programme
Wednesday 10:00 03 May 2023	5 pm 24 April 2023	Microsoft Teams	<ul style="list-style-type: none"> Review amended Modification Address Panel questions Review the Rough Order of Magnitude Review Legal Text at the April 2023 meeting Completion of Workgroup Report

Action Table as at Action Table as of 23 March 2023

Action Ref	Meeting Date	Min Ref	Action	Owner	Reporting Month	Status Update
0511	02/11/22	2.1.3	Proposer (ACe) to assess the Relevant Objectives for Modification 0651 and update Workgroup on her findings as to how Modification 0651 would further the Relevant Objectives.	Proposer (ACe)	November 2022 February 2023	Closed
0101	31/01/23	1.3	From Action 0111: CDSP (ER) to confirm the indicative CDSP implementation cost from the 0624R analysis (as shown on slide 12 of the presentation pack).	CDSP (ER)	February 2023	Closed
0102	31/01/23	1.3	Joint Office (RH) to request an extension to June 2023 at the next UNC Modification Panel meeting.	Joint Office (RH)	February 2023	Closed
0301	23/03/23	2.0	Proposer (ACe) to update the Modification to confirm impact or no impact to IGT.	Proposer (ACe)	April 2023	Pending

UNC Workgroup 0831/0831A Minutes

Allocation of LDZ UIG to Shippers Based on a Straight Throughput Method

Allocation of LDZ UIG to Shippers (Class 3 and 4) Based on a Straight Throughput Method

Thursday 23 March 2023

via Microsoft Teams

Attendees		
Rebecca Hailes (Chair)	(RH)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Ben Mulcahy	(BM)	Northern Gas Networks
Charlotte Gilbert	(CG)	BU-UK
Clare Manning	(CM)	E.ON
Dan Fittock	(DF)	Corona Energy
Dan Wilkinson	(DW)	EDF Energy
David Mitchell	(DMi)	SGN
Dan Stenson	(DS)	Brook Green Trading
Deborah Sherlock	(DSh)	CDSP
Fiona Cottam	(FC)	CDSP
Gareth Evans	(GE)	Waters Wye Associates
Harry Hailwood	(HH)	Brook Green Trading
Hursley Moss	(HM)	Cornwall Insight
Kathryn Adeseye	(KA)	CDSP
Kevin Clark	(KC)	Utilita
Mark Jones	(MJ)	SSE
Paul Orsler	(PO)	CDSP
Tom Stuart	(TSt)	Wales & West Utilities
Tracey Saunders	(TS)	Northern Gas Networks
Apologies		
David Addison	(DA)	CDSP
Ellie Rogers	(ER)	CDSP

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0831>

The Workgroup Report is due to be presented at the UNC Modification Panel by 21 September 2023.

Please note these minutes do not replicate/include detailed content provided within the presentation slides, therefore it is recommended that the published presentation material is reviewed in conjunction with these minutes. Copies of all papers are available at: <https://www.gasgovernance.co.uk/0831/230323>

1. Introduction and Status Review

Rebecca Hailes (RH) welcomed everyone to the meeting and confirmed that UNC Panel considered a 6-month assessment period for both Modification 0831 and 0831A reporting back to September 2023, to take into account the aim to update the table for the New Gas Year October 2024.

1.1. Approval of Minutes (23 February 2023)

The minutes from the previous Workgroup were approved.

1.2. Approval of late papers

No late papers were recorded.

1.3. Review Outstanding Actions

No actions are outstanding.

2. Alternative Modification Assessment

2.1. Outline

Dan Stenson (DS) provided an overview of the difference between his alternative Modification and the original Modification 0831, explaining that it seeks to update the UIG allocation table with a set of permanent and common allocation factors so that UIG is allocated to all NDM customers equally on a throughput basis. In addition, reference to the role of the AUGE and cost of UIG from Product Classes 1 and 2 will be removed.

When Gareth Evans (GE) advised that the system has the capability of processing 32 million readings as part of Nexus, he asked whether Class 2 could be included in this alternative Modification. Katherine Adeseye (KA) advised that the question mark over Class 2 readings is the maximum volumes outlined in the UK Link business document which says the system is designed to cope with 50,000 class 2, if volumes are above that amount, the way the system has been designed, it will not allow that.

KA added that if this Modification includes the removal of UIG allocation to Class 2, customers may want to move into Class 2 which may have an impact on systems. GE noted this Modification does not mandate anyone to do anything.

DS confirmed it would not be practical to include Class 2 in his alternative Modification and he is keeping his Modification as simple as possible.

Next steps

DS concluded by confirming this alternative Modification will proceed under the same timetable as Modification 0831 and report to Panel in September 2023. He will write some Business Rules for 0831A for review by Workgroup at the next meeting.

2.2. Issues and Questions from Panel

The following Panel Questions will be considered at the April 2023 Workgroup:

- Consider AUGE contractual interactions
- Consider effects of market flux (parties exiting etc.) and any need for reconciliation
- Consider the effect on IGT UNC of the proposed Legal Text drafting
- Consider any impact/interaction on Licences
- Consider whether this Modification would reduce the amount of information available from AUGE which currently provides the industry with an opportunity to drive actions to reduce UIG

Panel Questions 0831A

- Consider the inclusion/treatment of Product Class 3 daily read sites.
- Consider the impact of excluding daily metered sites from UIG.

2.3. Terms of Reference

The Terms of Reference have been updated to incorporate the alternative Modification 0831A and the Panel questions associated with it.

Please navigate here: <https://www.gasgovernance.co.uk/0831> to view the Terms of Reference.

3. 0831 Amended Modification

RH noted the Modification has been amended which is now v2.0 dated 15 March 2023 and invited the Proposer, Mark Jones (MJ) to provide Workgroup with an overview of the amendments:

Section 5 Solution

MJ advised that Business Rules 1, 2 and 3 have been updated to include:

Comments from CDSP in relation to the AUGE contract and if the contract is broken outside any of the documented breakpoints, if this was the case, the costs for the full year would apply.

The UIG Table will remain in the UNC and all LDZ System Exit Points will belong to the same category with an allocation factor of one being applied to all.

The UNC Committee will decide by simple majority as to whether any annual AUGE process that is underway at the time of implementation will continue as normal.

RH clarified that the AUGE contract is a 12-month contract, not a rolling 12 months. The current 3-year contract ends at the end of May 2023 and the first of the single-year extension options will start in June 2023.

GE sought clarification that even if the AUGE provides a UIG Table that is not used, breaking the contract is not the driver for this Modification, the Modification will not be put on hold to wait for a breakpoint in the contract. He added the focus should be a straight throughput of allocation, the contract with AUGE is a consequential impact.

MJ agreed to provide clarification around the new wording in Business Rule 2 (which was provided by CDSP).

Business Rule 3

When Deborah Sherlock (DSh) put the scenario that if the AUGE contract is terminated, would the AUGE still be expected to look at other pots of work? MJ confirmed that would be the case and that he may need to include in the UNCC that they make a recommendation as to what is done with the AUGE in terms of any work remaining.

Workgroup considered if the UNCC decision and what happens with the AUGE needs to be included as part of the Legal Text, and it was agreed that whereas the contract is between the AUGE and CDSP, the UNCC scope and its functions are covered in Code.

MJ agreed to consider the comments made and will update the Modification accordingly.

4. Development of Workgroup Report

Development of the Workgroup Report was deferred pending v3.0 of Modification 0831.

5. Next Steps

RH confirmed the following:

- Revisit the Business Rules for 0831
- Review new Business Rules for 0831A
- Modification 0831 Proposer to submit an amended Modification (which will be v3.0)
- Modification 0831A Proposer to submit an amended Modification (which will be v2.0)
- Consider an Update on the Rough Order of Magnitude
- Consider Update on Legal Text
- Consider Panel Questions for 0831 and those for 0831A
- Develop the Workgroup Report 0831/A (combined report)

6. Any Other Business

None.

7. Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/events-calendar/month.

Workgroup meetings will take place as follows:

Time / Date	Paper Publication Deadline	Venue	Workgroup Programme
10:00 Thursday 03 May 2023	5 pm 24 April 2023	Microsoft Teams	<ul style="list-style-type: none"> • Revisit the Business Rules for 0831 • Review new Business Rules for 0831A • Modification 0831 Proposer to submit an amended Modification (which will be v3.0) • Modification 0831A Proposer to submit an amended Modification (which will be v2.0) • Consider an Update on the Rough Order of Magnitude • Consider Update on Legal Text • Consider Panel Questions for 0831 and those for 0831A • Develop the Workgroup Report 0831/A (combined report)

Action Table (as of 23 March 2023)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
No outstanding actions					