

**UNC Funding, Governance and Ownership (FGO) Workgroup Minutes**  
**Tuesday 20 September 2016**  
**Elxon, 4<sup>th</sup> Floor, 350 Euston Road, London NW1 3AW**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office
Lorna Dupont (Secretary)	(LD)	Joint Office
Andy Miller	(AM)	Xoserve
Angela Love	(AL)	Scottish Power
Azeem Khan*	(AK)	RWE npower
Chris Warner	(CWA)	National Grid Distribution
Colette Baldwin	(CB)	E.ON
David Tennant	(DT)	Dentons
Gavin Anderson*	(GA)	EDF Energy
Gethyn Howard*	(GH)	Brookfield Utilities
Jan Willem van den Bos	(JB)	Dentons
Mark Cockayne*	(MC)	Xoserve
Michael Walls*	(MW)	ES Pipelines
Mike Leonard*	(ML)	Ofgem
Sarah Gull*	(SG)	Xoserve
Sean McGoldrick	(SMC)	National Grid NTS
Sue Hilbourne	(SH)	Scotia Gas Networks

\*via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/fgowg/200916>

**1. Introduction and Status Review**

BF welcomed all to the meeting.

BF pointed out that the Workgroup was still waiting for KPMG to provide a copy of the Workplan in order to plan its work over the next fortnight. CW pursued this while the meeting was in progress and provided a copy for review at a later point in the proceedings.

**1.1. Approval of Minutes (07 September)**

The minutes of the previous meeting were approved.

**2. Workgroup****2.1. 0565 – Central Data Service Provider: General framework and obligations**

The Workgroup Report is due to be submitted to the UNC Modification Panel on 17 November 2016.

The minutes of this meeting are available at: [www.gasgovernance.co.uk/0565/200916](http://www.gasgovernance.co.uk/0565/200916)

### 3. Workplan

The Dependencies map and Workplan were reviewed.

The Modification 0565 timeline was reviewed. BF explained that the UNC Modification Panel would hold an extraordinary meeting at which to consider the Workgroup Report, the assumption being it would then be approved for issue to consultation and closing out in the week before the December Panel meeting. The December Panel would then review the responses and make its recommendation on implementation, with Ofgem's final decision anticipated by 27 January 2017.

The contract signing arrangements were discussed. AM confirmed that parties with a portfolio would sign the DSC; traders would be signing a different document. Everyone had been contacted individually; signing should be done as early as possible, and parties were asked to note the firm expectation that they should sign, and to raise this awareness internally.

Reviewing the Signing timeline, AM pointed out that 31 March 2016 as an end date for signing was misleading and should not be construed as the last date for signing; it was the date the contract became effective. Signing needed to be completed much earlier than that because of the implications for ordering services and delivery times. The plan needed to show these distinctions. CW noted these concerns and will revise the plan with KPMG.

In reviewing the Workplan, there was an assumption that KPMG will maintain and provide an updated version as appropriate/on a regular basis.

### 4. Risk Register and Issues

Not discussed at this meeting.

### 5. Review of Outstanding Actions

None for review.

### 6. Any Other Business

None raised.

### 7. Diary Planning

Further details of planned meetings are available at: [www.gasgovernance.co.uk/Diary](http://www.gasgovernance.co.uk/Diary)

**Post Meeting Note:** Having reviewed the plan with Dentons, CW requested cancellation of the 30 September meeting and deferral of that agenda to the meeting scheduled for 03 October. This will provide more time to complete FGO legal drafting.

**Please note that the arrangements for 30 September have now been cancelled, and all business scheduled for that day has been transferred to the agenda for 03 October 2016.**

Workgroup meetings will take place as follows:

Time/Date	Venue	Workgroup Programme
10:00 Wednesday 21 September 2016	Elexon, 4 <sup>th</sup> Floor, 350 Euston Road, London NW1 3AW	FGO Workgroup and Workgroup 0565 <ul style="list-style-type: none"> <li>• GTD</li> <li>• DSC Service Descriptions (pre-Nexus)</li> </ul>

		<ul style="list-style-type: none"> <li>• Change Management procedures</li> <li>• Consideration of Workplan</li> <li>•</li> </ul>
10:00 Friday 23 September 2016	Consort House, 6 Homer Road, Solihull B91 3QQ	<b>FGO Workgroup – Charging</b> <ul style="list-style-type: none"> <li>• Second review of Charging Methodology</li> <li>• Working Capital</li> <li>• Surplus and Deficit</li> <li>• Budget and Charging Methodology Service Document Update</li> <li>• Outstanding Issues: Bad Debts, Margins and Repeals to revision of User Pays Charges</li> <li>• Financial Transition</li> <li>• Cost Allocation Model Update</li> </ul>
10:00 Thursday 29 September 2016	Consort House, 6 Homer Road, Solihull B91 3QQ	FGO Workgroup and Workgroup 0565 <b>UNC Drafting (Pre-Nexus)</b> <ul style="list-style-type: none"> <li>- TPD Section G</li> <li>- TPD Section H</li> <li>- TPD Section M</li> <li>- Changes to other Sections (including changes to Modification Rules)</li> <li>- Transitional Arrangements</li> </ul>
10.00 Friday 30 September 2016	<b>CANCELLED</b>	- <i>Business transferred to 03 October meeting</i>
10:00 Monday 03 October 2016	Dentons, One Fleet Place, London EC4M 7RA	FGO Workgroup and Workgroup 0565 <b>DSC</b> <ul style="list-style-type: none"> <li>- Contract Management Arrangements</li> <li>- Third Party Services Policy</li> <li>- Transitional Arrangements (including financial transition)</li> <li>- Credit Policy</li> </ul>
10:00 Wednesday 05 October 2016	Consort House, 6 Homer Road, Solihull B91 3QQ	FGO Workgroup and Workgroup 0565 <ul style="list-style-type: none"> <li>• Review further draft of Services Descriptions pre- Nexus</li> <li>• Review further draft of Change Management Procedures</li> <li>• Review final version of Charging Methodology</li> </ul>
10:00 Friday 07 October 2016	<b>CANCELLED</b>	-

10:00 Tuesday 11 October 2016	Elaxon, 4 <sup>th</sup> Floor, 350 Euston Road, London NW1 3AW	FGO Workgroup and Workgroup 0565 <ul style="list-style-type: none"> <li>Review of UNC Legal Text</li> </ul>
10:00 Friday 14 October 2016	CANCELLED	-
10:00 Monday 17 October 2016	Dentons, One Fleet Place, London EC4M 7RA	FGO Workgroup and Workgroup 0565 <ul style="list-style-type: none"> <li>Legal Review of DSC Documents</li> </ul>
10:00 Tuesday 18 October 2016	Dentons, One Fleet Place, London EC4M 7RA	FGO Workgroup and Workgroup 0565 <ul style="list-style-type: none"> <li>Legal Review of DSC Documents (continued)</li> </ul>
10:00 Wednesday 26 October 2016	Elaxon, 4 <sup>th</sup> Floor, 350 Euston Road, London NW1 3AW	FGO Workgroup and Workgroup 0565 <ul style="list-style-type: none"> <li>Review draft Workgroup Report</li> </ul>
10:00 Tuesday 01 November 2016	Elaxon, 4 <sup>th</sup> Floor, 350 Euston Road, London NW1 3AW	FGO Workgroup and Workgroup 0565 <ul style="list-style-type: none"> <li>Finalise Workgroup Report</li> </ul>