

**UNC Workgroup 0690S Minutes  
Reduce qualifying period for Class 1**

**Tuesday 26 November 2019**

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

**Attendees**

Rebecca Hailes (Chair)	(RH)	Joint Office
Karen Visgarda (Secretary)	(KV)	Joint Office
Andy Clasper	(AC)	Cadent
David Mitchell	(DM)	SGN
Derek Clark	(DC)	Contract Natural Gas
Fiona Cottam	(FC)	Xoserve
James Rigby	(JR)	Xoserve
Kirsty Dudley*	(KD)	E.ON
Laura Claringbold	(LC)	Contract Natural Gas
Lorraine O'Shaughnessy	(LO)	Joint Office
Lorna Lewin*	(LL)	Orsted
Louise Hellyer	(LH)	Total Gas & Power
Luke Reeves*	(LR)	EDF Energy
Mark Bellman	(MB)	Scottish Power
Mark Jones*	(MJ)	SSE
Mark Palmer*	(MP)	Orsted
Megan Coventry*	(MC)	SSE
Naomi Anderson	(NA)	Utility Warehouse
Oorlagh Chapman*	(OC)	British Gas
Rhys Kealley	(RK)	British Gas
Richard Pomroy*	(RP)	Wales & West Utilities
Rob Johnson*	(RJ)	Waters Wye Associates
Rose Kimber	(RKi)	Contract Natural Gas
Ryan Stephenson	(RS)	Utility Warehouse
Stephanie Clements*	(SC)	Scottish Power

*\*via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0690/261119>

The Workgroup Report is due to be presented at the UNC Modification Panel by 19 December 2019.

**1. Introduction and Status Review**

The meeting was confirmed quorate.

**1.1. Approval of Minutes (22 October 2019)**

The minutes from the previous meeting were approved.

**2. Confirmation of whether an equivalent IGT Modification is required**

Rhys Kealley (RK) confirmed that an IGT Modification was not required.

**3. Consideration PARR Report specification/format (November)**

RK confirmed that the PARR Reporting had been discussed and considered and the reports would be all defined within related Modification - *Modification 0691 – CDSP to convert Class 3 or 4 meter points to Class 1 when G1.615 criteria are met.*

**4. Amended Modification (f IGT Modification required)**

RK re-confirmed that an IGT Modification was not required.

**5. Legal Text provision and review**

RK noted that the way the month M is designated in Transportation Principal Document (TPD) Section G paragraph 1.6 means that a read from 11 months before the implementation date could lead to the conclusion that a move to Class 1 is required upon implementation.

A brief general discussion took place regarding the Legal Text and the Commentary and all agreed with the content. Rebecca Hailes (RH) said she would include these items within the Workgroup Report.

**6. Finalise Workgroup Report**

RH showed Workgroup the Workgroup Report and drew attention to specific areas of interest and explained that this Modification is related to Modification 0691S - *CDSP to convert Class 3 or 4 meter points to Class 1 when G1.615 criteria are met.*

RH proceeded to make some minor changes to the Workgroup Report in the meeting and all agreed that this was a self-Governance Modification.

Richard Pomroy (RP) said as the consultation period was during the Christmas period, he proposed this should be extended by 5 days to allow adequate time for the required consideration and submission of the representations. RH agreed with this suggestion and said she would propose this at the December Panel.

**7. Review of Outstanding Actions**

**0901:** Xoserve and British Gas (FC/RK) to review the proposed PARR Report specification/format for Modification 0690S (XRN4867).

**Update:** RK confirmed this action could now be closed. **Closed.**

**0902:** PAC Members (CW/LH/MB) to ensure the specification of the new PARR Reports for Modification 0690S is considered by the Performance Assurance Committee (PAC).

**Update:** PAC Members confirmed this action could now be closed. **Closed.**

**Action 1001:** Legal Text to be provided for Modification 0690S v3.0.

**Update:** AC confirmed the Legal Text had been provided. **Closed.**

**Action 1002:** British Gas to consider whether an equivalent IGT Modification is required and update Modification 0690S if necessary.

**Update:** RK confirmed an IGT Modification was not required. **Closed**

**8. Next Steps**

RH confirmed that the 0690S Workgroup was now formally closed and the Workgroup Report would be submitted to the December 2019 Panel for consideration, requesting that the Modification is sent out for consultation for 20 days.

**Action Table (as at 26 November 2019)**

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status Update</b>
0901	23/09/19	2.0	Xoserve and British Gas (FC/RK) to review the proposed PARR Report specification/format for Modification 0690S (XRN4867).	Xoserve /British Gas (FC/RK)	<b>Closed</b>
0902	23/09/19	2.0	PAC Members (CW/LH/MB) to ensure the specification of the new PARR Reports for Modification 0690S is considered by the Performance Assurance Committee (PAC).	PAC (CW/LH/MB)	<b>Closed</b>
1001	22/10/19	2.0	Legal Text to be provided for Modification 0690S v3.0.	Cadent (AC)	<b>Closed</b>
1002	22/10/19	2.0	British Gas to consider whether an equivalent IGT Modification is required and update Modification 0690S if necessary.	British Gas (RK)	<b>Closed</b>