

**Terms of Reference – Version 0.1**  
**UNC Modification Reference Number 0217**  
**Gemini Code Contingency Arrangements**

## **Purpose**

A Uniform Network Code Review Group is required to:

1. Review the contingency procedures in place for Gemini related Code Contingencies to ensure they meet both Transporter and User requirements;
2. Clarify responsibilities and obligations placed on Transporters and Users during a Code Contingency;
3. Review the governance arrangements for management of a Code Contingency;
4. Update documentation associated with a Code Contingency and review how this documentation is made available to Users;
5. Define a testing regime associated with industry preparedness for a Code Contingency;
6. Identify where changes are required to UNC and UK Link Manual to better facilitate the management of a Code Contingency; and
7. Address issues associated with appropriate access to all Code Contingency documentation, and consider the merits of sourcing all relevant documentation from one area.

## **Background**

The existing Code Contingency arrangements have been in place for a number of years without any significant review of their appropriateness being undertaken in that time. The recent Gemini failure in October 2007 highlighted to the industry the importance of having clear, accessible, well understood and tested contingency arrangements that reflect the differing needs and priorities of Users and Transporters.

The aim of the Proposal is to review the procedures in place for Gemini given the experiences of October 2007, and also to review the governance arrangements around the management of Code Contingency in general. It is not the aim of this Review Group to review the specific contingency procedures around the other elements of the UK Link suite at this time, other than their impact from changes in governance recommended by the group. A key element of the group will be to develop a clear understanding among Users and Transporters of the balance between the risk of a prolonged Code Contingency occurring and the costs of the various contingency options available.

## **Scope and Deliverables**

The Review Group is asked to consider:

- Define the commercial processes that are seen as key by the industry
- Review and revise existing Gemini Code Contingency procedures and develop a new suite of contingency procedures for all of these key processes, where required
- Clarify each party's responsibilities, authorities etc, in operating to these Gemini Contingency procedures

- Define whether separate procedures are required for different severities and periods of contingency operation
- Clarify responsibilities, and communication procedures etc invoking a Gemini Code Contingency and implementing a specific Contingency procedures
- Define a process for managing contingencies which are not defined within a specific procedure, or where the procedure cannot be met (decision making, responsibilities, rights), or where National Grid NTS believes that there are options for managing a contingency, which are at variance to the defined procedure, but which may deliver an improved result for the Users
- Define processes for appropriately manage After the day issues (invoicing, reconciliations etc)
- Define arrangements for testing Gemini Code Contingency arrangements and procedures
- Clarify overall Code Contingency governance arrangements and flexibility provided to NG Transmission to interpret procedures
- Define required changes to UNC, the UK Link Manual and other industry documentation required to facilitate commercial operations during a Code Contingency period

## Limits

The Review Group will consider:

1. Potential changes to the Uniform Network Code
2. Potential changes to the UK Link Manual
3. Potential changes to the Code Contingency procedures for GEMINI
4. Introduction of a new UNC ancillary document

Changes to these will be recommended prior to the completion of the Review Group meetings where a distinct requirement has been identified and developed by the Group.

Reports of progress will be made to the Modification Panel and the Transmission Operations Forum

The Review Group will not concern itself with:

- Contingency procedures for any systems of the UKLINK suite except GEMINI

## Composition

The Review Group will comprise the following representation:

Name	Organisation
John Bradley (Chair)	Joint Office of Gas Transporters
Mike Berrisford (Secretary)	Joint Office of Gas Transporters
Steve Pownall (Proposer)	National Grid NTS
Claire Thorneywork	National Grid NTS
Caroline Watson	xoserve
Chris Milne	RWE Npower

Chris Wright	Centrica
Jamie Walsh	E.ON UK plc
James Smith	EDF Energy
Michael Doherty	Centrica
Nicola Rigby	National Grid NTS
Paul Gallagher	National Grid NTS
Patricia Moody	xoserve
Richard Fairholme	E.ON UK plc
Stuart Wing	Shell

A Review Group meeting will be quorate provided at least 2 Transporter and 2 User representatives are present.

The Review Group may invite specialists to attend as necessary

### **Information Sources**

- Uniform Network Code
- UK Link Manual

### **Timetable**

- Frequency of meetings – at least monthly. The frequency of meetings will be subject to review and potential change by the Review Group.
- A work plan has been produced and accompanies this document.
- Meetings will be administered by the Joint Office and conducted in accordance with the Chairman's Guidelines.