

**UNC Workgroup 0664V Minutes  
Transfer of Sites with Low Valid Meter Reading Submission  
Performance from Classes 2 and 3 into Class 4**

**Thursday 25 February 2021**

**via Teleconference**

<b>Attendees</b>		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
David Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Ellie Rogers	(ER)	Xoserve
Fiona Cottam	(FC)	Xoserve
Fraser Mathieson	(FM)	SPAA/Electralink
Gareth Evans	(GE)	Waters Wye Associates
Heather Ward	(HW)	Energy Assets
Hilary Chapman	(HC)	SGN
John Welch	(JW)	PAFA
Kate Lancaster	(KL)	Xoserve
Lorna Lewin	(LL)	Orsted
Mark Jones	(MJ)	SSE
Max Lambert	(ML)	Ofgem
Michael Lain	(MLa)	E.ON
Najaah Jamalkhan	(NJ)	Corona Energy
Oorlagh Chapman	(OC)	Centrica
Owen Mason	(OM)	Bulb Energy
Paul Bedford	(PB)	Drax
Richard Pomroy	(RP)	WWU (0664V and AOB only)
Rose Kimber	(RK)	CNG Ltd
Steve Britton	(SB)	Cornwall Insights
Steve Mulinganie	(SM)	Gazprom Energy
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: [www.gasgovernance.co.uk/0664/280121](http://www.gasgovernance.co.uk/0664/280121)

The Final Modification Report 0664VV is due to be presented at the UNC Modification Panel by April 2021

## 1. Introduction and Status Review

Alan Raper (AR) advised Workgroup that when this was last presented to UNC Panel, a further point was raised to address how shippers with multiple suppliers would be dealt with, and accordingly a further varied proposal was required, which would be Modification 0664VV.

### 1.1. Approval of Minutes (28 January 2021)

The minutes from the 28 January 2021 Workgroup meeting were approved.

### 1.2. Review of outstanding actions

**Action 1201:** Review draft Varied Modification 0664VV - SSE (MJ) to update the draft Modification 0664VV taking into consideration the various points raised by the Workgroup.

**Update:** Please refer to agenda item 2.0 where it is confirmed an amended modification is to be produced. **Carried Forward**

**Action 1202:** Review draft Varied Modification 0664VV - SSE (MJ), Xoserve (DA) and Cadent (AC) to discuss the legal text implications surrounding the proposed changes to the draft Modification 0664VV and consider the functionality of a staged implementation.

**Update:** Please refer to agenda item 2.0 where it is confirmed an amended modification is to be produced. **Carried Forward**

**Action 0101:** MJ, DA & AR to consider today's and previous discussion and consider options for making all or parts the modification deliverable.

**Update:** Mark Jones (MJ) confirmed he is amending the modification and it will be provided in readiness for the March 2021 Distribution Workgroup. **Closed**

## 2. Review draft Varied Modification 0664VV

AR showed onscreen the draft version of Modification 0664VV.

Mark Jones (MJ) advised, following last month discussion, it has been decided to remove lock-out from the modification as the system solution could not be developed in line with the preferred implementation timeline. The lock-out period was to be used as a period of time over which Shippers would not be able to re-register Supply Points into Class 2 or Class 3 that have been removed from either of these Classes due to them failing the Minimum Percentage Requirement, (for read performance). MJ advised there could be legal text implications as some clauses will need amending or removed.

When AR asked what the timeline might be for MJ to produce the amended modification, he advised it should be relatively straightforward but there could be an added complication if there is a need to amend some clauses rather than remove them. It was agreed that the Variation Request could be drafted once the finalised, amended modification is received.

AR confirmed that depending on when the amended modification is published, this could still be presented at the April UNC Panel, in accordance with the current timeline, and advised there would only be one more meeting to both complete the Workgroup Report and review the legal text.

## 3. Consideration of Revised Legal Text for 0664VV

This will be considered at a future Workgroup once the direction of this modification is better understood.

## 4. Completion of Variation Request for February 2021 Panel Submission

This will be considered at a future Workgroup once the direction of this modification is better understood.

## 5. Next Steps

AR confirmed the next steps to be:

- MJ, to provide an amended modification.

- Draft & review the Supplemental Workgroup Report and review the revised legal text.

**6. Any Other Business**

None

**7. Diary Planning**

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

Time / Date	Paper Publication Deadline	Venue	Workgroup Programme
10:00 – 16:00 Thursday 25 March 2021	5pm Tuesday 16 March 2021	Microsoft Teams	<ul style="list-style-type: none"> <li>• Review amended modification.</li> <li>• Complete Workgroup Report.</li> <li>• Review Legal Text.</li> </ul>

**Action Table (as of 25 February 2021)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1201	11/12/20	3.0	<i>Review draft Varied Modification 0664VV - SSE (MJ) to update the draft Modification 0664VV taking into consideration the various points raised by the Workgroup.</i>	SSE (MJ) & Xoserve (DA)	<b>Carried Forward</b>
1202	11/12/20	3.0	<i>Review draft Varied Modification 0664VV - SSE (MJ), Xoserve (DA) and Cadent (AC) to discuss the legal text implications surrounding the proposed changes to the draft Modification 0664VV and consider the functionality of a staged implementation.</i>	Cadent (AC), SSE (MJ) & Xoserve (DA)	<b>Carried Forward</b>
0101	28/01/21	2.0	MJ, DA & AR to consider today's and previous discussion and consider options for making all or parts the modification deliverable.	SSE (MJ), Xoserve (DA) & Joint Office (AR)	<b>Closed</b>