

UNC Distribution Workgroup Minutes
Thursday 28 July 2022
via Microsoft Teams

Attendees		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Vera Li	(VL)	Joint Office (Observing)
Ben Hanley	(BH)	Northern Gas Networks
Ben Mulcahy	(BM)	Northern Gas Networks
Claire Louise Roberts	(CLR)	ScottishPower
Clare Manning	(CM)	E.ON Energy
Dave Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Helen Fitzgerald	(HF)	Wales & West Utilities (0808 only)
Hursley Moss	(HM)	Cornwall Insight
Joel Martin	(JM)	SGN (0808 only)
John Baldwin	(JB)	CNG Services Ltd (0808 only)
Kate Lancaster	(KL)	Xoserve
Louise Hellyer	(LH)	Totalenergies Gas & Power
Mark Jones	(MJ)	SSE
Oorlagh Chapman	(OC)	Centrica
Richard Pomroy	(RP)	Wales & West Utilities (0808 only)
Steve Mulinganie	(SM)	Gazprom
Tim Davis	(TD)	Barrow Shipping Limited (0808 only)
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: <https://www.gasgovernance.co.uk/dist/280722>

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/280722

1. Introduction and Status Review

Alan Raper (AR) welcomed everyone to the meeting and gave a brief overview of the scheduled items for discussion.

1.1. Approval of Minutes (23 June 2022)

The minutes from the previous Distribution Workgroup were approved.

1.2. Approval of late papers

AR advised there were no late papers.

1.3. Review Outstanding Actions

0302: Registration Timeline with REC - Xoserve (ER/DA) to advise Workgroup what the transition arrangement will be.

Update: It was confirmed this will be covered within material provided for Agenda Item 2. **Carried Forward.**

0105: Joint Office, in conjunction with Xoserve, to review the Transmission Workgroup Change Horizon to assess if there is a suitable version for Distribution Workgroup.

Update: Defer to August. ER advised she is looking at something similar to the Bubbling Under Report but slightly more visual. **Carried Forward.**

0106: Xoserve (DA) to investigate consequences for emergency responsibilities from 00:00.

Update: It was confirmed this will be covered within material provided for Agenda Item 2. **Closed**

1.4. User Representative process

Helen Bennett (HB) provided a brief update of the remaining key stages with the process.

HB also notified Workgroup that a further Nomination window was due to open on Monday 01 August for the DSC Change; Contract and Credit Committees. The window closes on Friday 05 August 2022.

Key Stages	Commencing:
Notification of Membership	01 September 2022
Membership commences	01 October 2022

1.5. Industry Update from Ofgem

AR confirmed publication of the “Code Modification / Modification Proposals with Ofgem for decision - Expected publication dates timetable”, published at: <https://www.ofgem.gov.uk/publications/code-modificationmodification-proposals-ofgem-decision-expected-publication-dates-timetable>.

1.6. Pre-Modification discussions

1.6.1. Releasing of unused capacity under a specific set of circumstances

Tracey Saunders (TS) introduced a pre-modification relating to releasing unused capacity under a specific set of circumstances. TS explained that, in some instances, capacity is booked but still remains unused years later. Where there is limited capacity available on the same part of the system this can cause an issue for other shippers and end consumers. This can potentially include:

- Denied capacity increases;
- Denied new connections New and/or existing site having to pay for cost of reinforcement works;
- Cost of Network having to pay reinforcement works (which is included in DN charging, and therefore potentially recovered from all end consumers).

When Steve Mulinganie (SM) commented that it is Users’ capacity and they are paying for it, TS confirmed that this Modification should only affect a small number of Sites because the eligibility criteria, (as shown on slide 4 of the presentation provided), is very specific. Eligibility would only be applied to areas where a User is being denied capacity where it can be ascertained that User(s) are holding the capacity, but it is unused, (and shows history of being consistently unused for a minimum of [3] years).

TS invited Workgroup to provide their points for consideration at future Workgroup meetings and send them directly to her at: trsaunders@northerngas.co.uk.

Louise Hellyer (LH) noted that a 1-month customer appeal window might not be long enough and should warrant further discussion at Workgroup.

SM noted, as some customers may only use capacity once every so often, for example, an emergency type of usage and that the User will have paid for their contribution to Transportation costs, this Modification may encourage alternative Modifications to be raised.

When AR asked if the Modification has a broad network support, TS confirmed she has made her colleagues aware of the Modification and has not received any negative views.

TS concluded her presentation by confirming the intention is to present the proposal to the August 2022 Modification Panel meeting and should follow Authority Direction procedures.

1.6.2. Proposed changes to DSC Committee quoracy requirements

SM advised Workgroup of a Modification he is submitting to the August UNC Panel which will amend the minimum quoracy requirements for Data Services Contract (DSC) Committees for Shippers and Transporters from three to two, in line with the Uniform Network Code (UNC) Modification Rules for the Modification Panel and UNC Committee.

SM further advised that the DSC Contract Management Committee, currently, may be quorate from October 2022.

SM concluded his update by confirming the intention is to present the proposal to the August 2022 Modification Panel meeting and recommend that self-governance procedures are followed.

2. CSS REC Consequential Changes Update

Referring to the presentation material provided, Dave Addison (DA) highlighted an amended slide, Impacts – Slide 8, which advises of an issue that was raised in the CSS Programme. The conclusion of which noted that due to the issue only relating to Change of Supplier / Change of Shipper Meter Readings, this will have limited impact to parties.

The fix was made effective on 19 July 2022.

Verbal update on CSS Implementation:

DA advised that CSS implementation went smoothly with only two issues being raised relating to the Gas Enquiry Service (GES) ability for Master Administration Users (MAU's) not being able to grant access to other MAUs. There were a number of Suppliers on day-one who wanted to change their MAU arrangements, the issue was identified on 18 July, CDSP were ready with a fix but were asked to deploy on 20 July.

Also, Users were having problems accessing the GES which required an amendment to firewall settings. The issues identified were at the User systems but were compounded by a problem at CDSP systems. All Users are now able to access GES and the FAQ's have been updated. A communication has also been issued to Users to make sure their firewall and White Pages are update prior to logging on.

Missing Gate Closure Messages

DA advised missing gate closure messages were not anticipated and CDSP are awaiting the outcome of the outstanding ticket with DCC about this issue; he added this could be an issue within the Xoserve estate, but he does not believe this to be the case.

DA further advised that CDSP are receiving gate closure messages within 20 mins, a ticket was raised ticket on the evening of 24 July, and a response was not received until 27 July.

CDSP highlighted to the CSS Programme that a 72-hour turnaround is not the correct priority to be assigned to it as the service definition says this should be classed as a P1 if the issue has a significant or material impact.

An update is being issued to DSC Contract Managers and CDSP are working with DCC to understand the issue further.

Messages Issued in the Wrong Order

DA advised a missing message run book was invoked 21 July where it transpired for the four missing gate closure messages, CDSP received a gate cancellation message which was placed in a queue; the System did not know what to do with the cancellation. CDSP were able to find the messages quickly, verified the gate closure and proceed.

To avoid this issue, CDSP are looking at a fix to get messages issued in order. DA advised that the way the system architecture is designed means that the gaining Supplier will submit switch requests, which will be rejected by the Supplier and result in cancellations being received.

Action 0302 update: DA advised the change has been raised and analysis has started on the receipt of gate closure messages after 3am. CDSP are anticipating incrementing registration dates at a point and anything received after 3am might need the dates incremented. **Carried Forward**

Action 0106 update: DA advised, as part of the moving of jobs associated with setting a supply point 'live', the updated emergency information will flow across to the Networks which can happen after midnight and before 5am. **Closed**

3. Workgroups

3.1. 0808 – Reverse Compression

(Report to Panel 18 August 2022)

<https://www.gasgovernance.co.uk/0808>

3.2. 0763R - Review of Gas Meter By-Pass Arrangements

(Due to report to Panel 21 July 2022)

<https://www.gasgovernance.co.uk/0763>

3.3. 0811S– Shipper Agreed Read (SAR) exceptions process

(Due to Report to Panel 20 October 2022)

<https://www.gasgovernance.co.uk/0811>

3.4. 0812R– Review of Alternatives to “Must Read” Arrangements

(Due to Report to Panel 20 April 2023)

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

4. Issues

4.1. Distribution Workgroup Issue: Linked Capacity

AR advised that an issue relating to “linked capacity” had been submitted for Workgroup to consider, however, the initiator was no longer on the call.

Accordingly, the issue would be carried forward to August 2022.

5. Any Other Business

5.1. Priority Consumer Proforma

SM provided an overview of the Priority Consumer Status Application Proforma advising there are a lot of customers concerned about the arrangements for a potential curtailment.

TS advised, the Networks would act accordingly if the category was amended when they receive that communication. The Network has no control over such amendments.

SM noted that BEIS; GDNs and National Grid, (following a Workshop held without Shippers/Suppliers), have received such communication to improve the criteria and that the new criteria should be implemented by no later than October 2022.

SM highlighted there is a lot of concern about security of supply this coming winter and that feedback from Correla on behalf of Xoserve, has prompted the question.

TS clarified she will see if there is any information that can be shared.

ER advised that CDSP manage the process and will also see if there is any information that can be shared.

New Action 0107: NGN (TS) and CDSP (ER) to advise Workgroup if there is any information that can be shared as to the definitions of priority consumers.

When asked, AR confirmed the Priority Consumer Status is held in the Safety Case for emergency load shedding and the definitions are Government (BEIS) driven.

Workgroup agreed to discuss this further at the next meeting in August 2022.

5.2. Constrained System impact this winter

SM asked if Distribution Workgroup should be considering, as we head into winter, if there could be an involuntary curtailment started and what the impacts might be.

SM asked if Networks are ready for an involuntary curtailment, do they have sufficient confidence in their processes and are their processes resilient.

SM noted that shipper participation has been minimal in exercises in the past.

When asked the GDNs confirmed the exercise would be run September/October time and SM asked for some output from the exercise in terms of robustness, including:

1. Info in advance of the exercise
2. Outcomes of the exercise – MI success rate and quality of data; specific issues

SM said that he suspects there will be some movement in the market and suggested the GDNs make sure there is valid customer contact information stored.

New Action 0207: All DNs to provide an overview of the process for the exercise - for Workgroup viewing only.

5.3. Updated ROM Template

ER provided an overview of the newly designed Rough Order of Magnitude (ROM) Template and explained that Xoserve had redesigned it to make it more customer friendly and better structured.

The new template will be in use from 01 August 2022.

5.4. XRN5316 – Rejecting a replacement read with a pre-Line in the Sand (LiS) read date

The following update was provided to Workgroup:

XRN5316 was raised to address the validation of replacement Meter Readings received earlier than the Code Cut Off Date, (commonly referred to as Line in the Sand).

UNC Section M Paragraph 5.16.1 states that Updated Meter Readings must have a Read date that “is on or after the Code Cut Off Date”.

As per discussion with this group last month (June), the proposed exception to allow specific reads to be replaced prior to LiS has been removed and the Change Pack reissued.

It should be noted that there is also a manual/support process available to Shippers to have reads prior to LiS replaced by the CDSP where the read is preventing the successful validation of a later read.

Based on the view clarified by this group this process will be stopped in line with the UNC stated condition.

It is the intention of the CDSP to perform further analysis to determine if an exception process of the nature originally proposed is appropriate and, if so, the basis on which parties may undertake it.

6. Diary Planning

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

Time / Date	Paper Publication Deadline	Venue	Programme
Thursday 10:00 25 August 2022	5pm 16 August 2022	Microsoft Teams	Standard Agenda
Thursday 10:00 22 September 2022	5pm 13 September 2022	Microsoft Teams	Standard Agenda
Thursday 10:00 27 October 2022	5pm 18 October 2022	Microsoft Teams	Standard Agenda
Thursday 10:00 24 November 2022	5pm 15 November 2022	Microsoft Teams	Standard Agenda
Monday 10:00 12 December 2022	5pm 01 December 2022	Microsoft Teams	Standard Agenda

Action Table (as of 28 July 2022)						
Action Ref	Meeting Date	Minute Ref	Action	Reporting Month	Owner	Status Update
0302	27/01/22	2.0	Registration Timeline with REC - Xoserve (ER/DA) to advise Workgroup what the transition arrangement will be.	May 2022	Xoserve (ER/DA)	Carried Forward
0105	26/05/22	6.1	Joint Office, in conjunction with Xoserve, to review the Transmission Workgroup Change Horizon to assess if there is a suitable version for Distribution Workgroup.	June 2022 September 2022	Joint Office (RHa) and Xoserve (ER)	Carried Forward
0106	23/06/22	2.0	Xoserve (DA) to investigate consequences for emergency responsibilities from 00:00.	July 2022	Xoserve (/DA)	Closed
0107	28/07/22	5.1	NGN (TS) and CDSP (ER) to advise Workgroup if there is any information that can be shared as to the definitions of priority consumers.	August 2022	NGN (TS) and CDSP (ER)	Pending
0207	28/07/22	5.2	All DNs to provide an overview of the process for the exercise - for Workgroup viewing only.	August 2022	All DNs	Pending

**UNC Workgroup 0808 Minutes
Reverse Compression
Thursday 28 July 2022
via Microsoft Teams**

Attendees		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Vera Li	(VL)	Joint Office (Observing)
Ben Hanley	(BH)	Northern Gas Networks
Ben Mulcahy	(BM)	Northern Gas Networks
Claire Louise Roberts	(CLR)	ScottishPower
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Dave Addison	(DM)	Xoserve
David Mitchell	(DM)	SGN
Helen Fitzgerald	(HF)	Wales & West Utilities
Hursley Moss	(HM)	Cornwall Insight
Joel Martin	(JM)	SGN
John Baldwin	(JB)	CNG Services Ltd
Kate Lancaster	(KL)	Xoserve
Louise Hellyer	(LH)	Totalenergies Gas & Power
Mark Jones	(MJ)	SSE
Oorlagh Chapman	(OC)	Centrica
Richard Pomroy	(RP)	Wales & West Utilities
Steve Mulinganie	(SM)	Gazprom
Tim Davis	(TD)	Barrow Shipping Limited
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0808/280722>

The Workgroup Report is due to be presented at the UNC Modification Panel by 15 September 2022.

1.0 Introduction and Status Review

1.1. Approval of Minutes (23 June 2022)

The minutes from the previous Workgroup were approved.

1.2. Approval of Late Papers

There were no late papers to consider.

1.3. Review of Outstanding Actions

0105: DNs to provide justification for an Authority Direction Governance route based on v1.0 of the Modification.

Update: Richard Pomroy (RP) commented that Authority Direction *Modification 0363V - Commercial Arrangements for NTS Commingling Facilities* was introduced to provide the National Transmission System (NTS) the ability to take biomethane off the system and put it back on and could be a useful precedent for the governance route of this Modification 0808.

David Mitchell (DM) commented that the provision to remove Entry and Exit charges would mean this Modification will need to follow the Authority Direction governance route.

Alan Raper (AR) clarified this Modification does tend to lean towards an Authority Direction governance route and noted that Workgroup will make the recommendation to UNC Panel and ultimately it is for Panel to decide.

Steve Mulinganie (SM) agreed and suggested putting comments in the Workgroup Report according to those parties promoting Authority Direction or Self Governance. **Carried Forward.**

0106: DNOs to supply list of mandatory items for ancillary agreements and items which that may be required in an ancillary agreement.

Update: It was noted that Biomethane is a contributor to net zero. **Carried Forward**

2.0 Amended Modification

Tim Davis (TD) advised amendments to the Modification have not been completed as yet as he is aware that a list has been provided to Joint Office from the Legal Text provider, but this came in too late to amend the Modification in time for this meeting.

Richard Pomroy (RP) was invited to present the material that Wales & West Utilities (WWU) provided for the meeting, the material covered the following:

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The Issue - Slide 2

RP advised that WWU have made pressure adjustments to pressure settings to over 20 of their sites in order to assist gas entering the system and have re-negotiated Connected System Exit Point (CSEP) pressures.

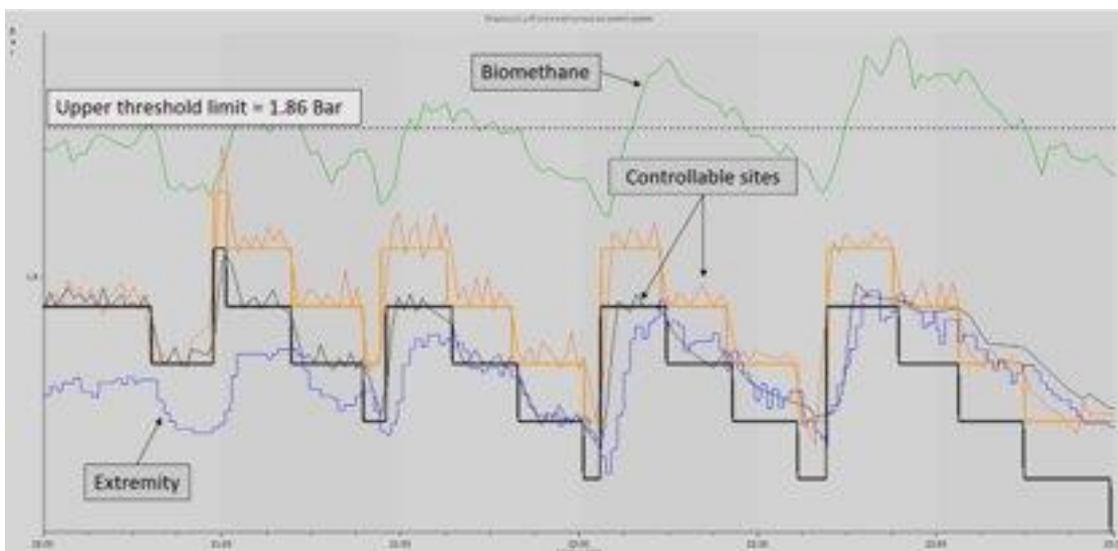
Purpose - Slide 3

RP explained that the purpose is to prove the concept of a network solution that can be replicated in capacity-restricted areas and that WWU are exploring ways to optimise the gas network's supply and demand through certain applications, (as quoted on Slide 3).

Smart Pressure Control Trial Overview - Slide 4

RP explained that rather than continually changing pressures, the preference is to automate them, so it is responsive to the situation in the network in almost real time. He also confirmed that WWU have installed automated controls on their Pressure Reduction Installations, (PRIs).

BIO Site breaching upper limit - Slide 5



RP explained the dotted black line is the pressure at which the biomethane plant was allowed to inject.

Helen Fitzgerald (HF) commented that both of the demands, entry and exit, can be intermittent and need to be balanced. This is done by sending a notice to controlling sites to turn pressure up or down.

AR sought clarification, with reference to the Biomethane thin green line represented on the graph, when that goes above the Upper threshold limit (the black dotted line), are these candidates to reverse compression? HF confirmed this and clarified that WWU are trying to automate as much of the pressure controls as possible.

Ancillary Document and questions Dave Mitchell

AR showed onscreen the Modification 0808 Reverse Compression Workgroup Discussion Points, provided by SGN, and noted it is a list that SGN feels need to be included in the Network Connection Agreement / Ancillary Agreement and some considerations which may need to be included in the Modification solution to aid the legal text production.

1. *Communications between 3rd party & GDN – planned exit and entry flows from and onto the network. How would this work in terms of communication channels?*
2. *Site management – agreement would need to cover non-operational windows when GDN required site to be turned down / off for network maintenance activities.*
3. *Gas quality – agreement would need to cover any mandatory requirements in relation gas quality monitoring and rules around operation of the asset. Possible G8 risk workshop.*
4. *Site operation – agreement would detail how the site is operated, i.e. would it be manually triggered by the biomethane site or automatically by a control system which monitors the biomethane site flow rate?*
5. *The GDN may require the installation of a ROV to control gas flow off/on to the network.*
6. *Asset responsibility – delineated lines of ownership and operational responsibility.*
7. *Exit and entry rates (Scm/h)*
8. *End of life decommissioning responsibilities + impact of conversion of network to hydrogen.*

Questions for the proposer:

1. *Under the Modification Proposal gas will leave the network, will the 3rd party asset operator become an GT licence holder? If not there are legal questions relating to title and risk to the gas passing from the Transporter to a third party.*
2. *Under current arrangements title and risk to gas is with the transporter at the point the gas enters the network and passes to a gas supplier at the point the gas exits the network. How will these arrangements be dealt with under MOD 808 - see UNC MOD 363 as this previously dealt with a similar issue. The Gas Act outlines how gas should leave the network please see the Gas Act Paragraph 5 that covers the Prohibition on Unlicensed activities <https://www.legislation.gov.uk/ukpga/1986/44/section/5>*
3. *Our interpretation is that the operator of the reverse compression facility would need to become an iGT to take the gas from the network, otherwise there are legal questions relating to the risk of gas passing from the Transporter to the third party. To navigate this point the proposer will also need to potentially raise an iGT mod to add gas Entry to the iGT UNC if they decide to pursue the iGT route for taking gas from the network.*
4. *Lack of metering at exit and entry points could lead to loss of gas scenario (albeit acknowledge we wouldn't expect gas fired compressors to be used....) – there may a loss of gas issue and this would need to be evaluated and possibly included in the unidentified gas figure?*
5. *What would happen to the assets if the network is converted to Hydrogen?*

Connections Agreement – pre ancillary agreement:

1. *Third party to provide provision asset location - Capacity / locational study to determine feasibility of specified asset location – GDN Network Planning analysis review.*
2. *Network analysis review to determine whether exit rate is acceptable and entry rate is acceptable.*
3. *Network view longevity of asset location in terms of continued economic and efficient management of the network to sustain 3rd party asset.*

Joel Martin (JM) noted that there will be a need for some communication for flows on and off the network, in case there are any issues on that particular day.

When AR asked if there are any pressure triggers, when flows start and finish? JM advised, under a normal arrangement you would know the SOQ and SHQ and there would possibly be a NExA in place, but with this arrangement there would be less information on how the Site is going to operate and the associated volumes.

To cover points 1, 4 & 5, John Baldwin (JB) clarified that there would be an agreement between the compressor owner and the GDN and confirmed the gas leaving the system would be the same as the gas entering the system. He advised that he could provide the data to the GDN and agree the rules with the GDN as to when the compressor has to stop, the flows and pressures, and the status of when the compressor is operating.

JM commented that the flow-rate off the Network to provide sufficient demand would be variable in order to provide the pressure headroom. It was agreed that this needs more discussion with GDNs.

RP advised he has been liaising with his asset colleagues who advised that the compressor would need to be integrated into the WWU system and there would have to be enough capacity in the upstream system to take the gas. JB commented that the GDN will need to adjust the pressure of the medium pressure for this to work. RP clarified it is not an operation on its own, it needs to be integrated.

AR noted the GDN would have control of the compressor, or it would have an operating algorithm for the third-party to operate to.

It was agreed that there needs to be some principles of how this will work according to specific areas on the network.

JB clarified that the network would have to be able to accommodate the request and would only be done on a case-by-case basis, where the GDN agreed to the installation. If the network was unable to accommodate the reverse flow then the project would not go ahead.

Q3: It was confirmed that gas quality would go into an ancillary agreement on a site-by-site basis.

Q6: Asset responsibility would require site drawings, demarcation points, and would feed into one of the legal questions about gas title and risk, and Gas Act licenced activities. A drawing would need to be produced showing everything downstream and upstream.

In terms of operation, RP noted, the compressor would only be allowed to operate according to permissions, depending on the safety of the network, (which is dynamic), he said although the compressor is switched on and owned by the biomethane producer, you could argue it is controlled by the network, what does operation mean, and which party would be ultimately responsible for saying its operation?

It was noted that the Health and Safety Executive (HSE) would judge this as a new class of asset and that the owner of the compressor would have to hold a GT licence.

JB further clarified that low pressure up to the meter would be owned by the GDN, the Gas Transporter would only own the compressor and maybe a little bit of pipeline up to and out of the network.

RP suggested a proposed approach of having an Operating Agreement noting that this is a part of the GT network that happens to have an IGT owned asset within it which raises other questions.

AR clarified that at the exit point and entry point on the network, the gas gets handed over at the end of the pipe on the low pressure part of the system and re-enters at the higher pressure tier of the network.

A question was raised if CSEP NExA or an Ancillary Document would be required. AR clarified the key aspect is there is no consumption, therefore the key difference between this and a CSEP NExA is that gas comes off the Network, nothing happens to it, then the gas comes back on the network.

AR noted that if this is going to be covered in an Ancillary Agreement there should be some scene setting in UNC, probably drawing on the ancillary agreements provisions, as referenced in Sections I and J.

When AR asked if a Shipper needs to be involved in this process, JM confirmed that as this does not affect energy balancing, a Shipper will not need to be involved.

AR agreed the high-level agreements need to be set out in the Modification, what is it; what it does and how will it be covered off.

Tracey Saunders (TS) asked, if the compressor is running to allow the biomethane site to have capacity on that area of the Network, what if there is another biomethane site on that area of the Network, how would you know who is using the capacity? JB clarified that if the GDN sets the pressures it is unlikely a second party is going to want to put the gas in with someone else's set pressures and only rely on fortuitously available arrangements to be able to be able flow their biomethane.

JB advised there may need to be an amendment to the IGT arrangement as there is no new energy being introduced.

It was confirmed that this Modification was mentioned at the recent IGTAD meeting held on 25 July 2022, for them to be aware of it.

TD commented that there had been no discussion at Workgroup about the content of the actual Modification raised and added, that if this is to be classed as an IGT process, maybe it would not require a Modification.

When JM asked if this can this be incorporated into a CSEP NExA, AR suggested it could be a new type of agreement, perhaps a Network Exit & Re-entry Agreement (NERA).

It was further questioned if a Modification is need or just an agreement as to how to manage where there are two connections on the same Network.

When it was clarified that a CSEP NExA amendment goes to IGTAD for approval, any amendment to that CSEP NExA will require a Modification and that this Modification could be used as the scene setter in the UNC, possible the IGTAD, and have the detail in the NERA.

It was agreed that the Legal Text provider and the Proposer would have a supplementary discussions to think about the way forward and reconvene next month.

In conclusion, JB confirmed that he has one project that is keen to go ahead by September in a Cadent owned area one, and that Cadent are overall supportive of this approach.

3.0 Next Steps

AR confirmed the next step will be to:

- Think about the structure of the UNC and Ancillary Agreement
- Consider heads of terms of the Ancillary Agreement
- SGN and Proposer to discuss the way forward
- Request a further reporting extension at August UNC Panel, (report to Panel in October)

4.0 Any Other Business

None raised.

5.0 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	Workgroup Programme
Thursday 10:00 25 August 2022	5pm 16 August 2022	Microsoft Teams	Review of Legal Text Conclusion of Workgroup Report

Action Table (as at 28 July 2022)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0105	26/05/22	3.0	DNOs to provide justification for an Authority Direction Governance route based on v1.0 of the Modification.	DNOs	Carried Forward
0106	23/06/22	3.0	DNOs to supply list of <u>mandatory</u> items for ancillary agreements and items which that <u>may</u> be in an ancillary agreement.	DNOs	Carried Forward

**UNC Request Workgroup 0783R Minutes
Review of AQ Correction Processes
Wednesday 28 July 2022
via Microsoft Teams**

Attendees		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Ben Hanley	(BH)	Northern Gas Networks
Ben Mulcahy	(BM)	Northern Gas Networks
Claire Louise Roberts	(CLR)	ScottishPower
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Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0783/280722>

The Workgroup Report is due to be presented at the UNC Modification Panel by 18 August 2022.

1. Introduction and Status Review

Alan Raper (AR) welcomed all to the meeting.

1.1. Approval of Minutes (29 June 2022)

The minutes from the previous meeting were approved.

1.2. Approval of Late Papers

AR advised that a late submission of a draft Modification has been provided for Workgroup consideration, this can be viewed here: <https://www.gasgovernance.co.uk/dist/280722>

1.3. Review of Outstanding Actions

There were no outstanding actions for discussion.

2. Completion of Workgroup Report

In undertaking a detailed onscreen review of the draft Workgroup Report (v0.3 dated 12 July 2022), a high-level summary of the most notable updates to the document undertaken being:

- Cross-Code Impacts
- Central Systems Impacts
- Workgroup Impact Assessment
- Impacts
- Potential Modification, and
- Recommendations

AR highlighted the two proposed Reason Codes, relating to change of (hours of) use and a mechanism to allow an AQ to be amended where a read or asset history is preventing an accurate AQ from being generated, plus an overarching new provision that would prevent no-change or low-change AQ amendments for all Reason Codes.

AR clarified the Appendix: Draft Business Rules, as of 29 June 2022, has been added to the Workgroup Report and noted these may not be identical to those found in any subsequent modification and that these Business Rules are well developed, and a Modification is expected in due course.

Workgroup agreed the Workgroup Report is complete and should be presented to Panel in August and the Business Rules were circulated to assist discussions held on 29 June 2022.

AR confirmed the draft Modification provided would carry on where (Request) Workgroup concluded and was not reviewed as part of these discussions.

3. Next Steps

AR confirmed the Workgroup Report will be presented to the UNC Modification Panel on 18 August 2022.

4. Any Other Business

None.

5. Diary Planning

No further meetings of this Workgroup are planned.

**UNC Workgroup 0811S Minutes
Shipper Agreed Read (SAR) exceptions process
Thursday 28 July 2022
via Microsoft Teams**

Attendees		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Vera Li	(VL)	Joint Office (Observing)
Ben Hanley	(BH)	Northern Gas Networks
Ben Mulcahy	(BM)	Northern Gas Networks
Claire Louise Roberts	(CLR)	ScottishPower
Clare Manning	(CM)	E.ON Energy
Dave Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Hursley Moss	(HM)	Cornwall Insight
Kate Lancaster	(KL)	Xoserve
Louise Hellyer	(LH)	Totalenergies Gas & Power
Mark Jones	(MJ)	SSE
Oorlagh Chapman	(OC)	Centrica
Steve Mulinganie	(SM)	SEFE Marketing & Trading Limited
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: www.gasgovernance.co.uk/0811/280722

The Workgroup Report is due to be presented at the UNC Modification Panel by 20 October 2022.

1.0 Outline of Modification

Steve Mulinganie (SM) provided an overview of the Modification which seeks to provide a remedy for SARs that have failed to be progressed, (“exceptions”), within a reasonable period to be proactively managed by the Central Data Services Provider (CDSP). He highlighted that this Modification would not be a review the entire Shipper Agreed Reads (SAR) process; it is a very specific Modification.

SM further explained the Modification would provide a remedy for SARs that have failed to be progressed, (exceptions), within a reasonable period and would be administered by the CDSP.

Alan Raper (AR) agreed this is a well-developed Modification and the Workgroup Report development can be started at the next meeting in August 2022.

New Action 0107: SEFE Marketing & Trading Limited (SM) to provide some worked examples in the form of a process flow diagram.

Mark Jones (MJ) asked, in relation to domestic business customers, some of the SARs come through on a part of the business which could have been sold a few years ago, this presents the scenario where a Shipper can be expected to sign off a SAR when they are not the legal owner of when the dispute occurred.

SM advised this may be covered in the flow diagram that will be provided by action 0107 and may be covered by Business Rule 5:

BR5: The non-submitting User will be given [20] Supply Point System Business Days (SPSBDs) from the point of the CDSP notification to appeal the [Proposed Agreed

Opening Meter Read] submitted. For the avoidance of doubt, the only valid reason to appeal the [Proposed Agreed Opening Meter Read] is where the non-submitting User believes they have not previously agreed to the read.

New Action 0207: All Shippers to review the Business Rules within the Modification and provide comments to August 2022 Workgroup meeting.

2.0 Initial Discussion

2.1. Issues and Questions from Panel

None raised.

2.2. Initial Representations

None received.

2.3. Terms of Reference

The standard UNC Workgroup Terms of Reference will apply and is available at www.gasgovernance.co.uk/mods.

3.0 Next Steps

AR confirmed development of the Workgroup Report will commence at the 25 August 2022 Workgroup meeting.

4.0 Any Other Business

None.

5.0 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 25 August 2022	5pm 16 August 2022	Microsoft Teams	Standard Agenda
Thursday 10:00 22 September 2022	5pm 13 September 2022	Microsoft Teams	Standard Agenda

Action Table (as at 28 July 2022)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Reporting Month	Status Update
0107	28/07/22	1.0	SEFE Marketing & Trading Limited (SM) to provide some worked examples in the form of a process flow diagram.	SEFE Marketing & Trading Limited (SM)	August 2022	Pending
0207	28/07/22	1.0	All Shippers to review the Business Rules within the Modification and provide comments to August 2022 Workgroup meeting.	All Shippers	August 2022	Pending

UNC Workgroup 0812R Minutes
Review of Alternative to “Must Read” Arrangements
Thursday 28 July 2022
via Microsoft Teams

Attendees		
Alan Raper (Chair)	(AR)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Ben Hanley	(BH)	Northern Gas Networks
Ben Mulcahy	(BM)	Northern Gas Networks
Claire Louise Roberts	(CLR)	ScottishPower
Clare Manning	(CM)	E.ON Energy
Dave Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Hursley Moss	(HM)	Cornwall Insight
Kate Lancaster	(KL)	Xoserve
Louise Hellyer	(LH)	Totalenergies Gas & Power
Mark Jones	(MJ)	SSE
Oorlagh Chapman	(OC)	Centrica
Steve Mulinganie	(SM)	Gazprom
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: www.gasgovernance.co.uk/0812/280722

The Workgroup Report is due to be presented at the UNC Modification Panel by 20 April 2023.

1.0 Outline of Modification

Discussion postponed to 25 August 2022 Workgroup.

2.0 Initial Discussion

2.1. Issues and Questions from Panel

None raised.

2.2. Initial Representations

None received.

2.3. Terms of Reference

As matters have been referred from Panel a specific Terms of Reference will be published alongside the Modification at www.gasgovernance.co.uk/0812.

3.0 Next Steps

Commence discussions.

4.0 Any Other Business

None.

5.0 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	Workgroup Programme
10:00 Thursday 25 August 2022	5pm Tuesday 16 August 2022	Microsoft Teams	Standard initial Workgroup agenda.