

**UNC Workgroup 0763R Minutes
Review of Gas Meter By-Pass Arrangements
Thursday 27 January 2022
via Microsoft Teams**

Attendees		
Rebecca Hailes (Chair)	(RHa)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Clare Manning	(CM)	E.ON Energy
Claire Louise Roberts	(CLR)	Scottish Power
Dan Fittock	(DF)	Corona Energy
David Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
David Morley	(DMo)	Ovo Energy
Ellie Rogers	(ER)	Xoserve
Guv Dosanjh	(GD)	Cadent
Hursley Moss	(HM)	Cornwall Insight
John Jones	(JJ)	ScottishPower
Kate Lancaster	(KL)	Xoserve
Kundai Matiringe	(KM)	BU-UK
Louise Hellyer	(LH)	Totalenergies Gas & Power
Martin Attwood	(MA)	Correla on behalf of Xoserve (0763R)
Oorlagh Chapman	(OC)	Centrica
Rhys Kealley	(RK)	British Gas
Robert Johnstone	(RJ)	Utilita
Steve Mulinganie	(SM)	Gazprom Energy
Tom Stuart	(TS)	Wales & West Utilities

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0763/270122>

The Workgroup Report is due to be presented at the UNC Modification Panel by 21 April 2022

1.0 Introduction and Status Review

Rebecca Hailes (RHa) welcomed everyone to the meeting.

1.1. Approval of Minutes (13 December 2021)

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

Action 0111: Proposer (CLR) to work on producing straw man of the Guidance Note.

Update: Action deferred to 24 February 2022 Workgroup. **Carried Forward**

2.0 Consideration of Request

2.1. Review Further Analysis

Martin Attwood (MA) provided an update to an action that was recorded as part of the Performance Assurance Committee (PAC):

PAC Action 1104: Reference Validation 1104: Shipper Consumption Adjustment Correla to investigate what validation processes are followed and thereafter provide an update to the 0763R 'Review of Gas Meter By-Pass Arrangements' Workgroup.

MA explained that Consumption Adjustments (CA) are required to be submitted to cover the period when a Meter by-pass has been physically open, if a CA is not applied, the actual consumption will remain as Unidentified Gas (UIG).

MA clarified there are some system validations carried out to ensure there is a CA submitted by the relevant Shipper, but there is no automated validation applied to the CA volume. However, there are manual sense checks carried out on the CA volume to prevent erroneous volumes being processed. Any issues identified during the manual sense check are typically resolved via a Data Clarification (DC) back to the Shipper.

When asked what happens if the Shipper does not respond to the DC, MA agreed to find out, although it is his understanding that before approving the CA in the downstream system, if there were no response to the DC, the CA would not progress any further.

New Action 0101: *Consumption Adjustments* - Correla (MA) to confirm what happens if a Shipper does not respond to a Data Clarification.

2.2. Review Data Cleansing Requirements

Not discussed.

2.4. Review of potential UNC Changes

Not discussed.

3.0 Next Steps

RHa confirmed that the next Workgroup meeting in February will review the strawman of the Guidance Note and receive an update to New Action 0101.

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 24 February 2022	5pm 15 February 2022	Microsoft Teams	Standard Agenda
Thursday 10:00 24 March 2022	5pm 15 March 2022	Microsoft Teams	Standard Agenda

Action Table (as of 27 January 2022)						
Action Ref	Meeting Date	Minute Ref	Action	Reporting Month	Owner	Status Update
0111	25/11/21	2.1	Proposer (CLR) to work on producing straw man of the Guidance Note	December 2021	Proposer (CLR)	Carried Forward
0101	27/01/22	2.1	<i>Consumption Adjustments</i> - Correlá (MA) to confirm what happens if a Shipper does not respond to a Data Clarification	February 2021	Correlá (MA)	Pending