

UNC Workgroup 0479S Minutes
Inclusion of email as a valid UNC communication
Tuesday 18 March 2014
at 31 Homer Road, Solihull B91 3LT

Attendees

Les Jenkins (Chair)	(LJ)	Joint Office
Bob Fletcher (Secretary)	(BF)	Joint Office
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Amanda Rooney*	(AR)	Ofgem
Chris Warner	(CWa)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Addison	(DA)	Xoserve
Erika Melen	(EM)	Scotia Gas Networks
Indre Deksnyte	(ID)	Northern Gas Networks
Lorna Lewin	(LL)	DONG Energy
Martin Connor	(MC)	National Grid NTS
Sean McGoldrick	(SMc)	National Grid NTS
Steve Edwards*	(SE)	Wales & West Utilities
Steve Mulinganie	(SM)	Gazprom
Tim Davis	(TD)	Gazprom
Tracey Lake	(TL)	National Grid Distribution

* *by teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0479/180314>

The Workgroup Report is due to be presented at the UNC Modification Panel by 17 July 2014.

1.0 Outline of Modification

ARS provided a presentation introducing the modification and explained the aims, intent and why email was considered to be a more forward-looking method of communication. There were precedents in other Modifications and Codes where email has been introduced/used.

2.0 Initial Discussion

CB challenged the reasons why fax is not suitable, as it should be considered a more robust method when you need to be sure a party has received a communication.

MC questioned the difference between receipt and deemed receipt; he felt fax was secure for the later method but there was no consistent method for such an assumption with email.

ARS suggested that there would need to be a review of communications sent and which would be the most suitable for email communications instead of fax. DA advised that Xoserve receive a number of bounce backs with their email communications however; it is down to the receiving party to maintain their communication process and where appropriate email box so that bounce backs are reduced.

MC provided a number of errors than can be presented once an email is sent, this may

cause a number of problems in terms of agreeing what has been communicated. The NTS operational control room had raised a number of concerns with him directly as they needed more certainty than offered with email.

TL advised that the law is changing on the use of email but the only real test is what the email changes in practice - this may be more of a concern where the email commits parties to a contract change or is a timed communication which would amend their status in a contract.

LJ wanted to understand the overall scope of the changes, what communications were going to be changed and what alternatives were available for each? ARS agreed this was to be reviewed and provided at a future meeting. ARS agreed to provide a definition of email, the legal status and recent changes in law.

CB wanted to understand the consequences of failing to receive an email and how deemed receipt is to be managed.

ARS advised that he was reviewing the UK Link manual as this would provide a starting list of potential communications that could be provided by email. MC advised that email communications were a choice in the electricity industry, it was not a mandatory method.

Action 0301: NGN to provide view on legal status of email, a definition of what is an email communication and recent changes in legislation concerning email as a method of communication.

Action 0302: NGN to provide an updated list of the communications in the UK Link manual which would or would not be suitable for email.

3.0 Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/Diary

The next meeting will take place on Friday 11 April 2014 at 09:30 by teleconference.

Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0301	06/03/14	2.0	NGN to provide view on legal status of email, a definition of what is an email communication and recent changes in legislation concerning email as a method of communication.	Northern Gas Networks (ARS)	Pending
0302	06/03/14	2.0	NGN to provide an updated list of the communications in the UK Link manual which would or would not be suitable for email.	Northern Gas Networks (ARS)	Pending