

UNC Workgroup 0484 Minutes
Guidance for the production of legal text
Friday 04 April 2014
via Teleconference

Attendees

Les Jenkins (Chair)	(LJ)	Joint Office
Bob Fletcher (Secretary)	(BF)	Joint Office
Amanda Rooney	(AR)	Ofgem
Chris Warner	(CWA)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
Erika Melen	(EM)	Scotia Gas Networks
Sean McGoldrick	(SMc)	National Grid NTS
Steve Edwards	(SE)	Wales & West Utilities
Tim Davis	(TD)	Gazprom

Copies of all papers are available at: www.gasgovernance.co.uk/0484/040414

The Workgroup Report is due to be presented at the UNC Modification Panel by 15 May 2014.

1.0 Review of Minutes and Actions

1.1. Minutes

The minutes from the last meeting were approved.

1.2. Actions

Action 0301: Gazprom to review and amend the guidelines. **Update:** TD confirmed that the guidelines had been amended and provided for discussion. **Closed**

Action 0302: Gazprom to consider amending the modification. **Update:** TD confirmed that an amended modification had been provided. **Closed**

Action 0303: Scotia Gas Networks to review the legal text based on the modification and any amendments. **Update:** EM confirmed that the legal text had been provided. **Closed**

2.0 Consideration of the Guidelines

TD confirmed amended guidelines had been provided and included in the published modification. He advised that these were the changes agreed following the discussions at the last meeting.

Modification Panel Section, 3rd paragraph. LJ asked if it was appropriate for a party to seek a view from Panel regarding legal representative without discussing the issues with the legal text provider first. TD explained that it is unlikely that a party would contact Panel rather than talk to the legal text provider as part of the process. However, this allows an escalation to Panel should difficulties be found.

CW asked what takes precedent should there be a conflict between the guidelines and Modification Rules? TD felt that this would be dependant on discussion and management of the Modification Rules and UNC related documents by the parties involved. This isn't different to the way UNC related documents and UNC is governed/managed now.

3.0 Consideration of the legal text

LJ explained that comments included in the legal text by Scotia Gas Networks were removed by the pdf process and that the text had to be published as a word doc to restore the comments. He asked participants to note that it is preferable if comments were not provided this way in future.

CW asked if it would be possible for the text to be provided in context and not whole sections of code, as it can take a lot of searching to finding impacted paragraphs. TD suggested that parties might want to consider using the guidelines for defining this purpose once they are implemented. LJ suggested that if sections were provided would it be useful to include a summary of changes to allow parties the option to see where the changes were before considering the context.

Minor comments were considered and EM agreed to make the slight amendments to the text for Panel consideration.

4.0 Consideration of the Workgroup Report

LJ went through the draft Workgroup report on screen and no issues were raised on its content. He explained that the Workgroup Report would be published for consideration at the 17 April Panel meeting.

5.0 Any Other Business

None raised.

6.0 Diary Planning

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

No further meetings required.

Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0301	18/03/14	2.1	Gazprom to review and amend the guidelines.	Gazprom (TD)	Closed
0302	18/03/14	2.2	Gazprom to consider amending the modification.	Gazprom (SM)	Closed
0303	18/03/14	2.3	Scotia Gas Networks to review the legal text based on the modification and any amendments		Closed