

**UNC Independent Gas Transporter Arrangements Document (IGTAD)
Committee Minutes
Monday 19 July 2021
via Microsoft Teams**

Attendees

Eric Fowler (Chair)	(EF)	Joint Office
Helen Cuin (Secretary)	(HCu)	Joint Office

IGT Members (Voting)

Brandon Rodrigues	(BR)	ESP
Cher Harris	(CH)	Indigo Pipelines
Jenny Rawlinson	(JR)	GTC-UK / BUUK
Stuart Monk	(SM)	Murphy Gas Networks

Transporter Members (Voting)

Darren Lond	(DL)	National Grid NTS
Guv Dosanjh	(GD)	Cadent
David Mitchell	(DM)	SGN Alternate
Richard Pomroy	(RP)	Wales & West Utilities
Tracey Saunders	(TS)	Northern Gas Networks

Copies of non-confidential papers are available at: <https://www.gasgovernance.co.uk/IGTAD/190721>

1. Introduction

Eric Fowler (EF) welcomed all parties to the meeting.

2. Confirmation of Membership/Alternates and Apologies for Absence

2.1 Apologies for absence

Hilary Chapman, Transporter Member

2.2 Note of Alternates

David Mitchell for Hilary Chapman, Transporter Member

2.3 Quoracy Status

EF confirmed that the meeting was quorate with 4 Voting IGT members and 5 Transporter members present.

IGTAD meetings will be quorate where there are at least six Voting Members, of which at least two shall be Independent Gas Transporters (IGTs) and two Transporters.

3. Approval of Minutes (17 May 2021)

The minutes from the previous meeting were approved.

4. New Independent Gas Transporter

Standard agenda item - no known new IGT applications.

5. Withdrawal of Independent Gas Transporter

Standard agenda item - no known withdrawal notifications.

6. IGTAD Subsidiary Document(s)

EF confirmed that no new documents had been raised in relation to IGTAD Subsidiary Documents.

7. UNC / IGT Cross Code Impacts

EF noted that the following UNC Modifications with potential IGT impacts:

Modification 0769S – Adding Local Authorities as a new User type to the Data Permissions Matrix (IGT157). <https://www.gasgovernance.co.uk/0769>

EF confirmed that the Workgroup Report date had been extended to 16 September 2021 to allow further consideration on issues related to the consent and release of data and its subsequent use once it's been passed to the Local Authority.

Modification 0768 – Retail Code Consolidation Significant Code Review (SCR) (IGT156). <https://www.gasgovernance.co.uk/0768>

EF confirmed this Modification will be implemented 01 September 2021 in line with IGT Modification IGT156.

Modification 0762S – Adding the Retail Energy Code Company as a new User type to the Data Permissions Matrix (IGT155) <https://www.gasgovernance.co.uk/0762>

EF confirmed this Modification had been implemented 12 July 2021. IGT Modification IGT155 was being considered at the July IGT Panel meeting.

Request 0763R – Review of Gas Meter By-Pass Arrangements <https://www.gasgovernance.co.uk/0763>.

EF reported that this review group is looking at the arrangements for Bypasses and assessing if they are appropriate. The main concern is the number of bypasses showing as open when data checking has identified meter reads have been incrementing. This has revealed the need for some data cleansing. The Workgroup is due to report to UNC Modification Panel 21 October 2021.

Modification 0760 Introducing the concept of derogation for Net Zero innovation into Uniform Network Code (UNC) (IGT154) <https://www.gasgovernance.co.uk/0760>.

ER reported that this Modification is progressing through the process at the Governance Workgroup and is due to report to UNC Modification Panel 16 September 2021, noting a corresponding Modification had been raised for the IGT UNC (IGT154) reporting to the IGT panel in August.

Request 0749R - Increased DM SOQ Flexibility <https://www.gasgovernance.co.uk/0749>.

EF informed the Committee that an informal Workshop had been held in May. The June meeting was postponed whilst the options were being considered further. The next meeting is due on the 22 July 2021, with a report due to UNC Modification Panel 21 October 2021.

Modification 0746 – Application of Clarificatory change to the AQ amendment process within TPD G2.3 from 1st April 2020 <https://www.gasgovernance.co.uk/0746>.

EF advised that this Modification was sent to Ofgem for a decision, confirming that the UNC Modification Panel did not recommend implementation.

Modification 0741S – Updating specific gender references to neutral terms (IGT147) <https://www.gasgovernance.co.uk/0741>.

EF confirmed this Modification had been implemented on 14 June 2021.

Modification 0734S – Reporting Valid Confirmed Theft of Gas into Central Systems <https://www.gasgovernance.co.uk/0734>.

EF confirmed that the Workgroup is due to report to UNC Modification Panel on 18 November 2021 and clarification had been sought on whether this requires an IGT Modification (See Action 0501). It is almost certain an IGT Modification will be required.

Modification 0674 - Performance Assurance Techniques and Controls (IGT138)

<https://www.gasgovernance.co.uk/0674/>

EF confirmed this Modification had been sent back to Workgroup for further consideration and is due to report to Panel on 16 December 2021. Panel are seeking further clarification on a number of issues.

Modification 0664VVS - Transfer of Sites with Low Valid Meter Reading Submission Performance from Classes 2 and 3 into Class 4 (IGT145)

<https://www.gasgovernance.co.uk/0664/>

EF confirmed this Modification will be implemented on a date to be confirmed. A coordinated implemented date is expected no earlier than November 2022.

Modification 0710S - CDSP provision of Class 1 read service (IGT148)

<https://www.gasgovernance.co.uk/0710/>

EF confirmed this Modification will be implemented on a date to be confirmed. However, it was understood there would be a delay in the anticipated delivery date. Richard Pomroy (RP) advised of a revised implementation date on 01 April 2023.

Modification 0767 - Incorporation of AUGÉ Framework Document into the UNC main body

<https://www.gasgovernance.co.uk/0767/>

EF reported that this Modification had been put on hold whilst discussions continue on an alternative approach to introduce an independent audit with the capability to review and challenge compliance within the framework. This may result in the Modification being withdrawn if an alternative solution is possible.

RP wished to also note that following the UNC Modification Panel a revised [Legal Text Guidance Document](#) had been published at <https://www.gasgovernance.co.uk/gendocs> which may be of interest. He also advised that the [Distribution Network Operator Designated Class 1 Guidance Document](#) had also been published on 11 May 2021 at: <https://www.gasgovernance.co.uk/tpddocs>. David Mitchell (DM) advised of further amendments to the Distribution Network Operator Designated Class 1 Guidance Document which will be considered at August UNC Modification Panel

8. Matters for Committee Attention

Stuart Monk (SM) advised the need to consider the Committees quoracy. See item 11.1.

9. Communication of Key Messages

There were no key messages for the Committee to consider.

10. Review of Outstanding Actions

0501: Modification 0734S – Reporting Valid Confirmed Theft of Gas into Central Systems - AR will discuss with AJ to see if an IGT Modification needs to be raised.

Update: EF confirmed that it is almost certain that an IGT Modification will be required. **Closed.**

11. Any Other Business

11.1 Terms of Reference Review

The Committee considered the current Terms of Reference published at: <https://www.gasgovernance.co.uk/igtad>

Committee members considered amending the quoracy to reduce the number of voting members that need to be present from 6 to 4 Voting Members, with at least 2 Gas Transporters and 2 Transporters.

Tracey Saunders (TS) enquired if there was a record of quoracy over time to ascertain if in the last quoracy has been an issue.

RP also suggested if the quoracy is changed it should be in line with other Committees to avoid having different arrangements. He suggested the IGTAD Committee should consider the quoracy for the Offtake Committee.

The Committee briefly considered the need for voting/decisions with meetings, the importance of working together and having a good representation. It was agreed to consider the Terms of Reference further in October.

New Action 0701: IGTAD to consider other Committee standards for quoracy.

New Action 0702: Joint Office (EF/HCu) to provide a summary of meeting quoracy.

Post Meeting Note:

UNC Committee Quoracy (Action 0701)				
Committee	Members	Quoracy		
DESC	5 Shipper 5 Transporters	4 Voting Members: 2 Shippers 2 Transporters.		
EBCC	9 Users	At least 3 voting members		
IGTAD	5 IGTs 5 Transporters	6 Voting Members: 2 IGTS 2 Transporters.		
Offtake	5 Transporters	At least 2 voting members		
PAC	9 Shippers 3 Transporters	6 Voting Members: 4 Shipper User 2 Transporters (DNO and/or IGT)		
IGTAD Membership Attendance 2019-2021 (Action 0702)				
Meeting Date	IGTs Present	Transporters Present	Voting Members	Quorate
18 Jul 2021	4	5	9	Y
17 May 2021	2	3	5	N
19 Apr 2021	2	0	2	N
25 Jan 2021	4	4	8	Y
21 Sep 2020	2	5	7	Y
08 Jun 2020	4	5	9	Y
11 Nov 2019	4	5	9	Y
08 Aug 2019	1	4	5	N
05 Apr 2019	3	4	7	N

12. Diary Planning

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

Time/Date	Paper Publication Deadline	Venue	Programme
10:00, Monday 18 October 2021	17:00 Friday 08 October 2021	Teleconference	Standard Agenda Items

Action Table (as of 19 July 2021)

Action Ref	Meeting Date	Min Ref	Action	Owner	Status Update
0501	17/05/21	7.0	<i>Modification 0734S – Reporting Valid Confirmed Theft of Gas into Central Systems - AR will discuss with AJ to see if an IGT Modification needs to be raised.</i>	Joint Office (AR)	Closed
0701	19/07/21	11.1	IGTAD to consider other Committee standards for quoracy.	IGTAD	Post Meeting Update Provided
0702	19/07/21	11.1	Joint Office (EF/HCu) to provide a summary of meeting quoracy.	Joint Office (EF/HCu)	Post Meeting Update Provided