

UNC Workgroup 0479S Minutes
Inclusion of email as a valid UNC communication
Friday 06 June 2014
at 31 Homer Road, Solihull B91 3LT

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Mike Berrisford (Secretary)	(MB)	Joint Office
Alan Raper	(AR)	National Grid Distribution
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Ami Charalambous	(AC)	RWE npower
Chris Warner	(CW)	National Grid Distribution
Dave Addison	(DA)	Xoserve
Dave Mitchell	(DM)	Scotia Gas Networks
Elly Laurence*	(EL)	EDF Energy
Hilary Chapman	(HCh)	Xoserve
Kirsten Elliott-Smith	(KES)	Cornwall Energy
Lorna Lewin	(LL)	DONG Energy
Maria Hesketh	(MH)	ScottishPower
Mark Jones*	(MJ)	SSE
Martin Connor	(MC)	National Grid NTS
Tahera Choudhury	(TC)	Xoserve
Thora Gram	(TG)	Statoil

* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0479/060614>

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

1.0 Review of Minutes and Actions

1.1 Minutes

The minutes of the previous meeting were accepted.

1.2 Actions

0401: NGN and Xoserve (ARS/DA) agreed to review UK Link Manual appendix 5B to see what communication would be considered suitable for email and the amended appendix 5B is to be circulated during the first week of May.

Update: ARS advised that consideration remains ongoing (inc. wider industry impacts) and that the main aspects had been incorporated into version 2.0 of the modification.

DA reminded those present that the proposals would need to be considered by the UK Link Committee in due course. **Closed**

0402: All to review the amended appendix 5B prior to the next meeting.

Update: BF suggested that due to the late provision of the appendix document, it might be prudent to carry forward the action to give parties sufficient time to consider the proposed changes. MC indicated that National Grid NTS would need more time to consider what is being proposed.

In acknowledging that appendix 5B is a rather large document, DA suggested that it might be best if parties focus on the proposed email aspects. He also advised that the proposals could/would result in a couple of UK Link Manual changes being required – as a consequence, the UK Link governance process might also impact on the potential delivery timescales.

Concluding, BF reminded those present that the ‘drop dead’ date for completion of the Workgroup Report would be the 26 June Distribution Workgroup meeting, although the agenda is already congested – it might be prudent to consider requesting an extension to the June Panel reporting date. **Carried Forward**

0403: EON UK (CB) to seek legal view on deemed receipt and the transmission of emails when used in a contractual process.

Update: In the absence of the action owner, BF advised that he would email CB for a progress update. **Carried Forward**

0404: Joint Office and Xoserve (BF/DA) to raise awareness of the importance of participating in this Workgroup to Distribution Workgroup and UK Link sub-committee participants.

Update: BF confirmed that the Workgroup impacts had been raised at the Distribution Workgroup and UK Link sub-committee. **Closed**

2.0 Discussion

In providing an overview of the most recent round of changes to the modification (v2.0, dated 19 May 2014), ARS pointed out that the modification is not seeking to force Users to utilise email.

During an onscreen review of the modification, discussions centred on the UK Link Manual Appendix 5B, with BF suggesting that as the modification is only looking to introduce the email communication option the table which starts on page 6 should really be included as an appendix at the end of the modification (for reference purposes only) as the decision on these highlighted changes rest with the UK Link Committee (UKLC) and would not be included as part of any consultation process for the modification. ARS agreed to move the table to an appendix and provide an amended modification that would also include a supporting statement around the UKLC governance role.

Some questions were asked around whether or not there might be some data protection issues associated with utilisation of email based communications, which may, or may not necessitate the use of password protection of some form or other. DA suggested that the Workgroup / UKLC might need to consider UK Link Manual Security Policy Statement impacts as these do not currently cater for email. He also highlighted recent UKLC decisions on Modification 0431 ‘Shipper/Transporter - Meter Point Portfolio Reconciliation’ which included consideration of current industry utilisation of email and the IX provisions.

BF suggested that the Workgroup could (within the Workgroup Report) ask the Panel to consider seeking (industry) views of how best to approach and resolve the Data Protection concerns (inc. any UK Link Manual implications) as part of the formal modification consultation process.

Moving on, MC voiced his concerns that there could be some ‘hidden’ costs associated with the implementation of the modification and that the UKLC would potentially have limited time to consider all aspects. He added that whilst National Grid NTS remains supportive of the modification, they require more time (due to a combination of NG NTS resource constraints, the aggressive timescales of the modification reporting requirement and the fact that an amended modification would also be required) to better consider all potential users of the proposed email provisions. ARS responded by suggesting that he believes that in moving the appendix 5B table into an appendix (at the end of the modification), the real issue dies !.

During a quick review of the legal text ARS suggested that care would be needed in addressing the (Data Protection) issues discussed above within the legal text.

In considering the proposed changes to the UNC GTB – General text, ARS advised that as far as the new paragraph 5.2.5(d) and 5.2.8 aspects are concerned, these are seeking to introduce a deeming rule provision, which ‘matches’ the similar electricity market provisions that have been in existence for around 10 years without major issues.

Summing up discussions, BF suggested that subject to the timely provision of an amended modification (inline with today’s discussion points) from Northern Gas Networks (ARS), the Workgroup would look to complete the Workgroup Report at the 07 July meeting.

3.0 Any Other Business

None.

4.0 Diary Planning

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

The next meeting will take place within the Distribution Workgroup on:

Monday 07 July 2014 at 10:30, 31 Homer Road, Solihull B91 3LT

Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0401	11/04/14	2.0	NGN and Xoserve (ARS/DA) agreed to review UK Link Manual appendix 5B to see what communication would be considered suitable for email and the amended appendix 5B is to be circulated during the first week of May.	NGN and Xoserve (ARS/DA)	Update provided. Closed
0402	11/04/14	2.0	All to review the amended appendix 5B prior to the next meeting.	All	Update to be provided. Carried Forward
0403	11/04/14	2.0	EON UK (CB) to seek legal view on deemed receipt and the transmission of emails when used in a contractual process.	EON UK (CB)	Update to be provided. Carried Forward
0404	11/04/14	2.0	Joint Office and Xoserve (BF/DA) to raise awareness of the importance of participating in this Workgroup to Distribution Workgroup and UK Link sub-committee participants.	JO and Xoserve (BF/DA)	Update provided. Closed