

**UNC Workgroup 0604S Minutes
Central Data Services Provider – Arrangements following
implementation of Project Nexus**

Tuesday 31 January 2017

Dentons, One Fleet Place, London, EC4M 7RA

Attendees

Andy Miller	(AMi)	Xoserve
Bob Fletcher (Chair)	(BF)	Joint Office
Chris Warner	(CWA)	National Grid Distribution
Clare Cattle-Jones*	(CCJ)	SSE
Colette Baldwin	(CB)	E.ON
David Tennant	(DT)	Dentons
Gethyn Howard*	(GH)	BUUK
Karen Visgarda (Secretary)	(KV)	Joint Office
Kishan Nundloll	(KN)	ES Pipelines
Liam O’Flynn	(LF)	Dentons
Rebecca Anderson	(RA)	Dentons
Richard Pomroy	(RP)	Wales & West Utilities
Sean McGoldrick	(SMc)	National Grid NTS
Sue Hilbourne	(SH)	Scotia Gas Networks

*via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0604/310117>

The Workgroup Report is due to be presented at the UNC Modification Panel by 16 March 2017.

1.0 Introduction and Status Review

- 1.1. The minutes of the previous meetings held on 06 January 2017 and 16 January 2017 were approved.

2.0 Review of revised Legal Text - UNC

TPD Section M – Supply Point Metering

DT overviewed the document drawing attention to minor amendments and word changes as required by the Licence Conditions and Charging Statements. SH queried if point 3.6 *Failure to Obtain Readings* was still included, DT confirmed it was, however it had been moved and that it was now contained in paragraph 5.10 within the document. DT then completed the review of the document and asked if anyone had any feedback that this should be directed to CWA at the earliest opportunity.

UNC Modification Rules

DT provided an overview of the amended Modification Rules, explaining that the only changes were in relation to the iGT’s and CDSP wording. RP said that the Modification 0596 changes were not encompassed in this version and DT said these would be added once formal approval by Ofgem had taken place.

DSC Service Lines

AMi provided a detailed overview of the DSC Service Lines document and drew special attention to the 'Key' as detailed below, in regards to the changes and the process for further amendments, which were currently on-going.

AMi said there were 8 worksheets in total in the document, these were:

- Title and version control (this worksheet)
- Part A Direct Service - Code Service
- Part B Direct Service - Non Code Service
- Part C Agency Services for Transporters - Code Services
- Part D Agency Services for Transporters - Non-Code Services
- Part E Specific Services
- Part F Specific Services defined terms
- Part G Specific Services report specifications
- **Part H Agency Services for iGTs - Code Services**
- **Part I Agency Services for iGTs - Non-Code Services**

AMi then talked through the 'Key' as below, and explained how the colour coded sections were referred to within each worksheet.

Reference column

<u>Light amber</u>	<i>There has been an amendment to the service line. New text is in red bold, text to be removed is struckthrough</i>
<u>Light green</u>	<i>The service line has been reviewed as a result of Mod 0604 and no amendments are required</i>
<u>Light purple</u>	<i>New service line, text will be written in red bold as it is an amendment to the table.</i>
<u>Grey</u>	<i>Outstanding question / review with Xoserve</i>
<u>Blank</u>	<i>No review required for Mod 0604</i>

Description column

<u>Aqua</u>	<i>This change is created by Mod 0604. Mod 0604 is only approving the changes to the Service Description Table, not the entire table.</i>
<u>Lighter green</u>	<i>This change is to be updated for 1st April via the Contract Committee. Reference to these changes will be removed from the final version of this document for Mod 0604, they are only included here for information and as a control check by Xoserve.</i>

AMi advised that the above 'Key' should be taken into consideration when overiewing the document and that more updates and amendments were yet to be made, in readiness for the

next 'read through' in the meeting on 28 February 2017. He then completed the overview of the document and the specific changes that he wanted to draw the participants attention to.

3.0 Consideration of Business Rules

Not discussed in this meeting.

4.0 Development of Workgroup Report

Not discussed in this meeting.

5.0 Review of Outstanding Actions

Action 0101: National Grid Gas Distribution (CWA) to discuss with Scotia Gas Networks the current status of Modification 0451(V) in relation to point 6.9 in Section E – Daily Quantities, Imbalances and Reconciliation.

Update: CWA said that this matter had been discussed with Scotia Gas Networks and he referred to Modification 0578 which had removed the paragraph, and so this action could now be closed. **Closed**

Action 0102: National Grid Gas Distribution (CWA) to discuss with Dentons (DT) the most appropriate way to show the updated FGO changes in the documents in readiness for 16 January and 31 January 2017 meetings.

Update: CWA said that a colour coded updated document had now been produced, showing the FGO specific changes and so this action could now be closed. **Closed**

Action 0103: National Grid Gas Distribution (CWA) to investigate why point 5.9.6 in Section M – Supply Point Metering was deleted and supply confirmation if this was still required.

Update: CWA confirmed that point 5.9.6 regarding the Meter Reading process had been deleted and that it was no longer required, so this action could be closed. **Closed**

Action 0104: National Grid Gas Distribution (CWA) to produce an Outline Plan of the topics to be discussed in the meetings on 16 January and 31 January 2017.

Update: CWA this action could now be closed as it was no longer relevant. **Closed**

Action 0105: All to review Legal Text 0604S and TPD Sections E, G, H and M and provide feedback to National Grid Gas Distribution (CWA) prior to the meeting on 31 January 2017.

Update: CWA said this action could now be closed as the participants had provided feedback. **Closed.**

6.0 Next Steps

BF confirmed that the 07 February meeting would now be a Teleconference, and the 28 February 2017 should be targeted as the final face to face meeting for this Workgroup, (*with the 07 March Meeting available, if required*).

He proposed the areas to be discussed on the Teleconference on 07 February 2017 were to include:- UNC revised Legal Text, Consideration of the Business Rules and the Development of the Workgroup Report, to enable all documents to be completed for the meeting on 28 February 2017, in time for the March Panel.

7.0 Any Other Business

GH asked if the Legal Text Drafting was now complete and un-changed? DT confirmed that this was generally the case, however only a few very minor amendments were still needed, but the context and content of the Legal Text was now confirmed.

8.0 Diary Planning

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

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
10.30 Tuesday 07 February 2017	Teleconference	Detail planned agenda items. <ul style="list-style-type: none"> • <i>Review of revised Legal Text – UNC</i> • <i>Consideration of Business Rules</i> • <i>Development of Workgroup Report</i>
10.30 Tuesday 28 February	Dentons, One Fleet Place, London, EC4M 7RA	Detail planned agenda items. <ul style="list-style-type: none"> • <i>Review of revised Legal Text</i> • <i>Consideration of business rules</i> • <i>Completion of Workgroup Report</i>
10.30 Tuesday 07 March 2017	Dentons, One Fleet Place, London, EC4M 7RA	Detail planned agenda items. <ul style="list-style-type: none"> • <i>Completion of Workgroup Report</i>

Action Table (as 31 January 2017)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0101	06/01/17	1.0	National Grid Gas Distribution (CWa) to discuss with Scotia Gas Networks the current status of Modification 0451(V) in relation to point 6.9 in Section E – Daily Quantities, Imbalances and Reconciliation.	National Grid Gas Distribution (CWa)	Closed
0102	06/01/17	1.0	National Grid Gas Distribution (CWa) to discuss with Dentons (DT) the most appropriate way to show the updated FGO changes in the documents in readiness for 16 January and 31 January 2017 meetings.	National Grid Gas Distribution (CWa)	Closed

Action Table (as 31 January 2017)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0103	06/01/17	1.0	National Grid Gas Distribution (CWA) to investigate why point 5.9.6 in Section M – Supply Point Metering was deleted and supply confirmation if this was still required.	National Grid Gas Distribution (CWA)	Closed
0104	06/01/17	4.0	National Grid Gas Distribution (CWA) to produce an Outline Plan of the topics to be discussed in the meetings on 16 January and 31 January 2017.	National Grid Gas Distribution (CWA)	Closed
0105	16/01/17	2.0	All to review the UNC Legal Text 0604 and TPD Sections E, G, H and M, and provide feedback to National Grid Gas Distribution (CWA) prior to the meeting on 31 January 2017.	National Grid Gas Distribution (CWA)	Closed