

UNC Workgroup 0652 Minutes
Introduction of winter read/consumption reports and associated obligations
Wednesday 03 October 2018
at Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA

Attendees

| | | |
|---------------------------|-------|-------------------|
| Chris Shanley (Chair) | (CS) | Joint Office |
| Helen Bennett (Secretary) | (HB) | Joint Office |
| Carl Whitehouse | (CWh) | First Utility |
| Chris Faulds | (CF) | ScottishPower |
| Chris Warner | (CW) | Cadent |
| Edward Fyfe* | (EF) | SGN |
| Emma Smith | (ES) | Xoserve |
| Fiona Cottam | (FC) | Xoserve |
| Imran Shah* | (IS) | British Gas |
| Joanna Ferguson* | (JF) | NGN |
| John Welch | (JW) | npower |
| Kirsty Dudley* | (KD) | E.ON |
| Leanne Jackson | (LJ) | Xoserve |
| Lindsay Biginton* | (LB) | Utilita |
| Louise Hellyer | (LH) | Total Gas & Power |
| Luke Reeves* | (LR) | EDF Energy |
| Mark Bellman | (MB) | ScottishPower |
| Mark Jones | (MJ) | SSE |
| Mark Perry | (MP) | Xoserve |
| Mark Rixon* | (MRi) | Engie |
| Michael Robertson | (MRo) | ScottishPower |
| Sallyann Blackett* | (SB) | E.ON |
| Steven Britton* | (SBr) | Cornwall |

* *via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0652/031018>

1.0 Introduction and Status Review**1.1 Approval of Minutes (28 August 2018)**

The minutes of the previous meeting were approved.

2.0 Review of Amended Modification

John Welch (JW) provided a brief overview of the most recent amendments made to the modification (v5.0 dated 31 august 2018) which is published and can be viewed here: <http://www.gasgovernance.co.uk/0652/>.

Chris Shanley (CS) requested a fresh copy of the diagram that supports the reporting timeline in the Solution section. JW will provide this.

3.0 Review of ROM

CS confirmed he has put a high-level summary of the ROM in the Workgroup Report and it was confirmed by Xoserve that no changes were required to reflect the minor changes to the Modification.

4.0 Review of Legal Text

Joanna Ferguson (JF) advised the Workgroup that the NGN Lawyer is on holiday and is due back next Monday. She confirmed that they have all the information that is needed and they are at an advanced stage of legal text provision. There are two sections that will have an update, Meter Read Reports and the AQ calculation report, this will be circulated next week.

CS asked JW if he is happy for an extension to be requested to allow the Workgroup to review the Legal Text.

JW advised that his preference is to get the modification to Panel as quickly as possible and enquired whether an adhoc meeting was possible. CS suggested that due to meeting congestion a one-month extension maybe easier as there is a meeting planned for 31 October already, this would allow a more sensible review of the Workgroup Report as well as the Legal Text.

It was then agreed that a one-month extension is to be requested to allow for a Legal Text review and final review of the Workgroup Report.

Kirsty Dudley (KD) suggested this is an ideal opportunity for JW to raise the Change Proposal so that the modification can run in parallel with the Change Proposal. The process and timing of raising change proposals was discussed. Emma Smith (ES) confirmed that this is being looked at.

New Action 1001: JW and ES to raise the change proposal to allow consideration of it at the earliest opportunity by the Change Management Committee.

New Action 1002: CS to submit the Workgroup Report seeking a one-month extension for consideration at the next UNC Panel.

5.0 Completion of Workgroup Report

CS conducted a brief onscreen update and review of the draft Workgroup Report (v1.3, dated 28 September 2018) and live updates were made with the agreement of the Workgroup, in particular minor additions to the Why Change section, the ROM Assessment and the Relevant Objectives.

KD suggested that the Cross Code Impact section is reviewed with regards to a corresponding change to the IGT and it was agreed that JW/JF will discuss offline in the first instance.

6.0 Review of Outstanding Actions

Action 0801: To ensure that the 10 September 2018 Panel formally requests provision of legal text for UNC Modification 0652.

Update: Legal Text was discussed earlier on the agenda. **Closed**

Action 0802 To look to provide some analysis based around DESC profile analysis to enable parties to then compare this to their own profile and consider any differences (i.e. flat/peaky assessment of potential impact on UIG) and thereafter attain a view on any bias.

Update: FC provided some information during section 5 for inclusion in the Workgroup Report. **Closed**

Action 0803 To ensure that a note is sent to Transporter representatives, requesting that they look to attend the 03 October 2018 Workgroup meeting.

Update: Increased Transporter Representation was noted at the 03 October meeting. **Closed**

7.0 Any Other Business

None.

8.0 Diary Planning

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

| Time / Date | Venue | Workgroup Programme |
|---------------------------------------|--|---|
| 10.00 Wednesday 03 October 2018 | Radcliffe House, Blenheim Court Warwick Road Solihull B91 2AA | Detail planned agenda items. |
| 10.00 Wednesday 31 October 2018 | Radcliffe House, Blenheim Court Warwick Road Solihull B91 2AA | Review Legal Text and Finalise Workgroup Report. |

Action Table (as at 03 October 2018)

| Action Ref | Meeting Date | Minute Ref | Action | Owner | Status Update |
|------------|--------------|------------|--|-----------------------------|----------------|
| 0801 | 28/08/18 | 4.0 | To ensure that the 10 September 2018 Panel formally requests provision of legal text for UNC Modification 0652. | Joint Office (RH) | Closed |
| 0802 | 28/08/18 | 5.0 | To look to provide some analysis based around DESC profile analysis to enable parties to then compare this to their own profile and consider any differences (i.e. flat/peaky assessment of potential impact on UIG) and thereafter attain a view on any bias. | Xoserve (FC) | Closed |
| 0803 | 28/08/18 | 5.0 | To ensure that a note is sent to Transporter representatives, requesting that they look to attend the 03 October 2018 Workgroup meeting. | Joint Office (RH) | Closed |
| 1001 | 03/10/18 | 4.0 | JW and ES to raise the change proposal to allow consideration of it at the earliest opportunity by the Change Management Committee. | Xoserve (ES) Npower (JW) | Pending |
| 1002 | 03/10/18 | 4.0 | CS to submit the Workgroup Report seeking a one-month extension for consideration at the next UNC Panel. | Joint Office (CS) | Pending |