

UNC Workgroup 0676R Minutes Review of Gas Transporter Joint Office Arrangements

Monday 02 December 2019

at Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA

Attendees

Rebecca Hailes (Chair)	(RH)	Joint Office
Maitrayee Bhowmick-Jewkes (Secretary)	(MBJ)	Joint Office
Andy Clasper	(AC)	Cadent
Guv Dosanjh	(GD)	Cadent
Helen Cuin	(HCu)	Joint Office
Oorlagh Chapman*	(OC)	Centrica
Clare Cantle Jones*	(CCJ)	SSE
Phil Lucas	(PL)	National Grid
Tracey Saunders	(TS)	NGN
Teresa Thompson*	(TT)	National Grid
David Mitchell*	(DM)	SGN
Kirsty Dudley*	(KD)	EON
Anne Jackson*	(AJ)	IGT Panel Chair

*via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0676/021219>

The Workgroup Report is due to be presented at the UNC Modification Panel by 20 February 2020.

1. Introduction and Status Review

Rebecca Hailes (RH) confirmed that the Workgroup Report is due to be presented at Panel in February 2020.

1.1. Approval of Minutes (04 November 2019)

The minutes of the previous meeting were approved.

2. Review of Outstanding Actions

Action 0703: All parties to provide any additional feedback to the Joint Office in relation to what topics should be covered during the Joint Office Engagement Day and/or the Joint Office annual report.

Update: No feedback has yet been received and suggestions would be welcomed on this.
Carried Forward.

Action 0704: Joint Office (PG) to further enhance the Critical Friend process for use by the Joint Office and Proposers.

Update: The Workgroup was informed that the Joint Office are currently reviewing the Critical Friend process. RH clarified to the Workgroup that Proposers do not have to take into account any suggestions made by the Joint Office under this process and also that the Critical Friend is bilateral.

Tracey Saunders (TS) commented that sometimes there are both stylistic and process/content Critical Friend suggestions. She added in cases where there was a number of people who were providing Critical Friend input, each might make different changes to the same part of the document, causing a lack of consistency of approach. The view of the Workgroup was that purely stylistic change suggestions should be consistent across the whole document and are of less value than process and/or content suggestions. RH took this onboard and said the Joint Office would consider a more consolidated Critical Friend review going forward. Phil Lucas (PL) suggested that the Joint Office could include a cover sheet breaking down amendments suggested. i.e. process/content changes, stylistic changes etc. every time a Critical Friend review was done going forward. The Workgroup agreed this topic should be reviewed again. **Carried Forward.**

Action 0705: Transporters and GTs to consider what could be provided in relation to Legal Text consideration and costs; segregated by level of expertise; junior or senior Lawyer, Paralegal, etc.

Update: The Workgroup agreed that this action would remain open. RH advised that JGAC (Joint Office governing body) had an interest in the results of this action. The common consensus was that where Legal Text was provided by legal teams externally, the costs were more transparent and more easily identifiable. However, for the legal text review and liaison work done internally, the costs were much harder to quantify. To be reviewed again. **Carried Forward**

Action 1101: Joint Office to review the timeline; location and order of Panel and Workgroup Meetings and Committees.

Update: RH informed the Workgroup that Penny Garner is currently considering this action. **Carried Forward**

Action 1102: Gas Transporters to consider an appropriate proposal for Option 1 – improvement to the current process for improved legal text provision.

Update: RH clarified that this action was regarding Workgroup Reports and she had not received anything from transporters. TS confirmed that transporters will be discussing this action at the next DN Forum. PL asked for Teresa Thompson (TT) from National Grid to be invited to this forum. Guv Dosanjh (GD) said he would liaise with TT and send her an invite. Transporters are to provide an update to this Workgroup next month. **Carried Forward.**

Action 1103: All to review the Workgroup Report and provide suggested updates.

Update: RH apologised to the Workgroup as she had not managed to publish the updated Workgroup for review. At the Workgroup, the Workgroup Report was published. Workgroup members to review prior to the next meeting. **Carried Forward**

Action 1104: Joint Office to request an extension at UNC Panel to March 2020 for this Request Modification 0676R.

Update: RH advised that she would check why this Workgroup was extended at Panel in October until February and not March 2020. **Carried Forward**

Action 1105: Joint Office to publish v2.3 of the 0676R Workgroup Report.

Update: This has been completed now. **Closed.**

3. Development of the Request Workgroup Report

RH informed the Workgroup that she did not think the Workgroup Report needed to be updated any further, and she was awaiting the Proposer's inputs.

4. Next Steps

RH confirmed the next steps:

- Review of actions
- Review of draft Workgroup Report (now published)
- Review of IGT Governance and administration arrangements

5. Any Other Business

5.1 Review of IGT Governance and administration arrangements and relevance to UNC 0676R

Anne Jackson (AJ) was invited by RH to update the Workgroup on this topic.

AJ informed the Workgroup that the IGT UNC had undergone a review of governance and administration arrangements. They had found that many discussions were being duplicated at the UNC, particularly around developing Modifications. The IGT UNC are looking for increased efficiencies but with Shipper participation dropping off in the IGT Panel and Workstream meetings, quorum criteria was not being met most of the time. The IGT are therefore looking for additional ways to manage this.

RH suggested that as per the Joint Office's response to the Ofgem and BEIS consultation on Code Governance, this could be achieved by merging the IGT with the UNC. TS commented that whilst this would indeed address the issue, it would be quite expensive and difficult to accomplish as it would necessitate licence changes and a number of other regulatory requirements being met. The Workgroup agreed that perhaps a joint Workgroup for the necessary Modifications in the meantime would serve the purposes.

RH stated that the Joint Office would take this into consideration if the industry wanted it. As for duplication of work, whilst the Joint Office can sympathise with the current situation for the IGT Code, there was very little that they can do.

Kirsty Dudley (KD) stated that the provision of legal text later on in the standard UNC process also has an impact on the IGTs. She put forward the view that some of the problems with Legal Text is because of the timings of Legal Text and providers not being proactive. Transporters disagreed with this view. TS stated that the Legal Text can only be developed once the change is fully developed and Transporters know what the requirements of the change will be. KD stated that it may be beneficial for when new Modifications are raised, IGTs to be involved in the development process from the beginning.

KD and AJ told the Workgroup that as the IGT has a great dependency on the UNC, it needs to be acknowledged and considered. TS confirmed that IGT representatives do already attend the UNC Modification Panel for new Modifications. RH invited AJ to attend Panel on a regular basis in the future. TS also suggested that IGT administrators can review UNC Modifications Workgroup minutes to keep abreast of developments in the Code and for Modifications. AJ confirmed this is already being done. It was suggested that if IGTs can identify which Modifications will have an impact on them, it will help the process, as the Joint Office can include the IGTs on any discussions about those Modifications.

AJ informed the Workgroup that currently the IGT administrator is reviewing different ways of improving their processes going forward and will liaise with the Joint Office on how best to align their approach to governance and administration. KD stated that it is imperative that this alignment is in place as it is not only the relationship between the IGT and UNC code that is being affected. Instead there should not be any difference in approaches and wider gas codes approach agreed between the two.

AJ to review if she can attend the monthly pre-panel briefing call which occurs at 1pm on the Monday before Panel each month. RH suggested that Proposers of new Modification which will be heard at that Panel could also be invited to attend the Pre Panel briefing call.

6. Diary Planning

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

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
10.30 Wednesday 22 January 2020	Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA	<ul style="list-style-type: none">• Development of Request Workgroup Report

Action Table (as at 04 November 2019)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0703	30/07/19	2.0	All parties to provide any additional feedback to the Joint Office in relation to what topics should be covered during the Joint Office Engagement Day and/or the Joint Office annual report	ALL	Carried Forward
0704	30/07/19	4.0	Joint Office (PG) to further enhance the Critical Friend process for use by the Joint Office and Proposers.	Joint Office (PG)	Carried Forward
0705	30/07/19	5.0	Transporters and GT's to consider what could be provided in relation to Legal Text consideration and costs; segregated by level of expertise; junior or senior Lawyer, Paralegal, etc.	Transporters/GT's	Carried Forward
1101	04/11/19	2.0	Joint Office to review the timeline; location and order of Panel and Workgroup Meetings and Committees	Joint Office PG; RH	Carried Forward
1102	04/11/19	2.0	Gas Transporters to consider an appropriate proposal for Option 1 – improvement to the current process for improved legal text provision	GTs	Carried Forward
1103	04/11/19	2.0	All to review the Workgroup Report and provide suggested updates	All	Carried Forward
1104	04/11/19	2.0	Joint Office to request an extension at UNC Panel to March 2020 for this Request Modification 0676R.	Joint Office RH	Carried Forward
1105	04/11/19	2.0	Joint Office to publish v2.3 of the Workgroup Report	Joint Office RH	Closed