

**UNC Request Workgroup 0683S Minutes
Offtake Arrangements Document (OAD) Review Updates – Phase 1
Wednesday 01 April 2020
Via Teleconference**

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HC)	Joint Office
Darren Dunkley	(DD)	Cadent
David Mitchell	(DM)	SGN
Leteria Beccano	(LB)	Wales & West Utilities
Louise McGoldrick	(LM)	National Grid NTS
Stephen Ruane	(SR)	National Grid NTS
Stevie Docherty	(SD)	Northern Gas Networks

Apologies

Shiv Singh	(SS)	Cadent
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Copies of all papers are available at: <http://www.gasgovernance.co.uk/0683/010420>

The Workgroup Report is due to be presented at the UNC Modification Panel by 21 May 2020.

1. Introduction and Status Review

Bob Fletcher (BF) welcomed everyone to the meeting.

1.1. Approval of Minutes (04 March 2020)

It was agreed to remove an incorrect reference to A3.3.3 quoted in Action 0303 from the previous minutes. The minutes were then approved.

1.2. Review of Outstanding Actions

0301: Cadent (SS/DD) to review Section G3.6.1 to address temporary connections at Shared Sites and not restricting this to in-line inspections.

Update: Darren Dunkley (DD) confirmed this had been considered in the recent update to the legal text. **Closed.**

0302: Cadent (SS/DD) to review Section G3.6.5 in light of any changes to G3.6.1 (Action 0301) to ensure consistency / alignment with each other and caters for bi-directional flows.

Update: DD confirmed this had been considered in the recent update to the legal text. **Closed.**

0303: Cadent (SS/DD) to review the interactions between Sections A2.2.3 and A3.2.2, in particular reference to the definition of Closed Offtakes (A.2.2.3) and the need to amend or enter into Supplemental Agreements if the Offtake value is opened temporarily.

Update: Louise McGoldrick (LM) confirmed that Cadent had issued an email on 06 March to provide further clarification. Opening a valve temporarily would not necessitate the need for a Supplemental Agreement as a bi-directional flow as where it was to meet the requirements of a short term operational process. **Closed.**

0304: All DNs and National Grid (SR) to review OAD Section A4.2.1 and provide a legal view on the use of Supplemental Agreements, in particular managing discrepancies, and if A4.2.1 needs amending.

Update: Stephen Ruane (SR) understood this had been dealt with. LM confirmed that the legal text had been amended adding further clarity that in the event of a conflict the text description shall prevail. **Closed.**

2. Final review of Legal Text

DD confirmed a number of amendments had been made to the legal text which he presented. The amendments were highlighted in red.

There were no further comments relayed. The Workgroup agreed that the Legal Text and Commentary provided reflected the solution. BF confirmed that the Legal Text will be published alongside the Workgroup Report, including the OAD Template Agreement Document.

3. Review of any consequential changes to the Modification or OAD Template Agreement Document

There were no consequential changes to the Modification or OAD Template Agreement Document following the legal text update.

4. Finalise Workgroup Report

The Workgroup reviewed the Workgroup Report.

It was agreed that the Modification did not have a high impact, this was amended to reflect a medium impact on Transporters. It was also made clear there were no impact on Shippers.

The Workgroup considered the transitional arrangements for moving to the new Supplemental Agreement. It was agreed to clearly capture that the intent of the Modification is to move to the new template as soon as reasonably practicable based on agreement between the relevant parties.

SR wished to clarify that within the legal text the current style agreement was still a viable form within OAD, and this should also be captured within the Workgroup Report.

The Workgroup revisited OAD Section A and the transitional legal text to ensure it was clear about the intent for progressive movement to the new Supplemental Agreement Template, and any further clarification provided within the Workgroup Report was in line with the legal text. It was agreed there was no time bound period to transition. Clarification notes were added to the Workgroup Assessment section.

The Workgroup considered the timing and preference to move to the new template. It was noted within the legal text there was a still an ability for parties to use another such form to capture agreements as long as all parties agreed.

DD believed that the legal text provided adequate clarification that the industry are not expecting all parties to immediately migrate to ensure compliance with the new OAD Template Agreement Document set out in OAD, however the intent is to move to the new template in a reasonable time frame.

The Workgroup concluded the Workgroup Report for submission to the April's UNC Modification Panel.

5. Next Steps

The Workgroup Report will be submitted to the 16 April UNC Modification Panel meeting.

The supporting Legal Text and OAD Template Agreement Document will be published alongside Workgroup Report.

6. Any Other Business

None raised.

7. Diary Planning

No further meetings planned.

Action Table (as at 01 April 2020)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0301	04/03/20	3.0	Cadent (SS/DD) to review Section G3.6.1 to address temporary connections at Shared Sites and not restricting this to in-line inspections.	Cadent (SS/DD)	Closed
0302	04/03/20	3.0	Cadent (SS/DD) to review Section G3.6.5 in light of any changes to G3.6.1 (Action 0301) to ensure consistency / alignment with each other, and caters for bi-directional flows.	Cadent (SS/DD)	Closed
0303	04/03/20	3.0	Cadent (SS/DD) to review the interactions between Sections A2.2.3 and A3.2.2, in particular reference to the definition of Closed Offtakes (A.2.2.3) and the need to amend or enter into Supplemental Agreements if the Offtake value is opened temporarily.	Cadent (SS/DD)	Closed
0304	04/03/20	4.0	All DNs and National Grid (SR) to review OAD Section A4.2.1 and provide a legal view on the use of Supplemental Agreements, in particular managing discrepancies, and if A4.2.1 needs amending.	DNs and National Grid (SR)	Closed