

**UNC Workgroup 0816S Minutes
Update to AQ Correction Processes
Thursday 26 January 2023
via Microsoft Teams**

Attendees		
Rebecca Hailes (Chair)	(RH)	Joint Office
Helen Bennett (Secretary)	(HB)	Joint Office
Andy Clasper	(AC)	Cadent
Ben Mulcahy	(BM)	Northern Gas Networks
Clare Manning	(CM)	E.ON
David Mitchell	(DMi)	SGN
Ellie Rogers	(ER)	Xoserve
Guv Dosanjh	(GD)	Cadent
Hursley Moss	(HM)	Cornwall Insights
Kathryn Adeseye	(KA)	Xoserve
Louise Hellyer	(LH)	TotalEnergies Gas & Power
Mark Jones	(MJ)	SSE
Oorlagh Chapman	(OC)	Centrica
Steve Mulinganie	(SM)	SEFE Energy Limited
Tom Stuart	(TSt)	Wales & West Utilities
Tracey Saunders	(TS)	Northern Gas Networks

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0816/260123>

The Workgroup Report is due to be presented at the UNC Modification Panel by 16 February 2023.

Please note these minutes do not replicate/include detailed content provided within the presentation slides, therefore it is recommended that the published presentation material is reviewed in conjunction with these minutes. Copies of all papers are available at: <https://www.gasgovernance.co.uk/0816/260123>

1.0 Introduction and Status Review

1.1. Approval of Minutes (12 December 2022)

The minutes from the meeting held on 12 December 2022 were approved.

1.2. Approval of Late Papers

Rebecca Hailes (RH) advised the updated Legal Text material, and the amended Modification were received late on 20 January and Workgroup agreed to consider both items.

1.3. Review of Outstanding Actions

Action 0211: Joint Office (RH) to request a 1-month extension for the Workgroup Report to be presented to the February 2023 UNC Panel.

Update: This was requested at the UNC Modification Panel on 15 December 2022. **Closed**

2.0 Amended Modification

RH noted the Modification (v5.0) was amended on 20 January 2023 and invited Clare Manning (CM) to address Workgroup with a brief overview of the amendments:

CM advised of the following:

Solution

The wording for Business Rule 2 a) has been further developed to strengthen the statement that the User is comfortable the AQ is incorrect, and, because the term Rolling AQ is not a defined term, this has been changed to Annual Quantity.

CM advised there will be a v6.0 amended Modification which will be submitted shortly as there are some Legal Text confirmations regarding the Guidance Notes that require updating.

RH advised she can ask the Governance Workgroup to review the usage of Guidance Notes or For Avoidance of Doubt statements and noted that she believed they are sometimes interchangeable except where a Guidance Note is destined for a UNC Related Document.

New Action 0101: Joint Office (RH) to request that a review of the usage of Guidance Notes and/or For Avoidance of Doubt statements.

David Mitchell (DM) clarified that the lawyers tend to think that if there is a comment in the Guidance Note that is not part of the Business Rule, then they want to know what is missing from the Business Rule.

DM shared onscreen the most up to date Draft Legal Text, which shows comments and questions from the lawyer.

Ellie Rogers (ER) advised Workgroup that Change Proposal XRN5607, <https://www.xoserve.com/change/customer-change-register/xrn-5607-update-to-the-aq-correction-processes-modification-0816s/>, has been raised to support the implementation of this Modification.

It was agreed that CM will answer the questions raised in the Legal Text and amend the Modification which will become v6.0 once processed.

DM confirmed there will be an updated version of the Legal Text once the Modification has been finalised.

ER confirmed that the IGT UNC points to UNC in this scenario, therefore, there is no Cross Code impact.

It was agreed that a further extension request to April 2023 will be submitted to February 2023 UNC Modification Panel and the Workgroup Report will be updated as an interim report and submitted to February 2023 UNC Modification Panel.

Legal Text

DM provided a detailed walkthrough of the Legal Text changes which were shown in mark-up. The key changes were to the following sections of the Transportation Principal Document:

Section G – Supply Points

Section 2.3.20 will be updated to show where an AQ opening read is the first read, (the 'from' read) it will be used to calculate the current AQ. Therefore, that would be in the previous Shippers ownership, the next read submitted would be from the new Shipper and would be after the opening read.

When DM explained the lawyer has tidied up this section and has moved some existing text to a better position, TS noted the Legal Text for the Modification needs to be very clear what is new text and what is moved text.

3.0 Development of Workgroup Report

In undertaking a detailed onscreen review of the draft Workgroup Report, RH completed amendments in-line with the feedback provided by those Workgroup Participants in attendance:

Implementation Costs

ER noted the implementation costs are anticipated to be between £50,000 - £130,000 but pointed out that one of the factors that may impact whether the indicative cost is nearer the top or lower end of the cost range is whether the Data Discovery Platform (DDP) element is delivered within or outside a pre-set DDP Shipper release. If it is outside of a pre-set DDP Shipper release, this would be a higher cost than within a pre-set release.

ER confirmed the UK Link system changes must be delivered within a Major Release and that based on timescales the next available Release would be February 2024.

ER clarified the impacted Service Area is Service Area 2 and will be 100% Shipper funded.

PAC Considerations

It was confirmed that the existing Performance Assurance Reports Register (PARR) will need to be updated as a result of this Modification. The additional eligible clauses will be included in the existing reports.

Steve Mulinganie (SM) noted that PAC could consider reviewing the operation of the introduction of the new Code by comparing a sample of amended AQs with other collaborating evidence such as meter reads etc.

New Action 0102: Joint Office (RH) to notify the PAC Chair as a consequence of this Modification implementation, a review of the PARR report will be required.

4.0 Next Steps

RH noted the next steps to be taken are as follows:

- Update the Workgroup Report for the extension request to UNC Modification Panel and communications to PAC
- Proposer (CM) to amend the Modification and provided to Joint Office for publication as v6.0
- Address the Legal Text questions offline

5.0 Any Other Business

None.

6.0 Diary Planning

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

Workgroup meetings will take place as follows:

Time / Date	Paper Publication Deadline	Venue	Programme
Thursday 10:00 23 February 2023	5pm 14 February 2023	Microsoft Teams	<ul style="list-style-type: none">• Amended Modification v6.0• Final Legal Text

Action Table (as at 26 January 2023)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Reporting Month	Status Update
0211	29/11/22	2.0	Joint Office (RH) to request a 1-month extension for the Workgroup Report to be presented to the February 2023 UNC Panel	Joint Office (RH)	January 2023	Closed
0101	26/01/23	2.0	Joint Office (RH) to request that a review of the usage of Guidance Notes and/or For Avoidance of Doubt statements.	Joint Office (RH)	February 2023	Pending
0102	26/01/23	3.0	Joint Office (RH) to notify the PAC Chair as a consequence of this Modification implementation, a review of the PARR report will be required.	Joint Office (RH)	February 2023	Pending