

## IGT UNC Modification Panel Meeting 18-06

Wednesday 20th June 2018

Gemserv, 8 Fenchurch Place, London EC3M 4AJ

Attendee	Organisation	Representing	As
Steve Ladle (SL)	Gemserv	Code Administrator	Chairman
Mark Jones (MJ)*	SSE Energy Supply	Pipeline Users	
Kirsty Dudley (KD)*	E.ON	Pipeline Users	
Cher Harris (CH)*	Indigo Pipelines	Pipeline Operator	
Rob Johnson (RJ)*	ESPUG	Pipeline Operator	
Jenny Rawlinson (JR)*	BU-UK	Pipeline Operator	
Roberta Fernie (RF)*	Ofgem	Authority	
Joe Steele (JS)	Gemserv	Code Administrator	Observer
Rachel Bird (RB)	Gemserv	Code Administrator	Secretariat

*\*Attended via teleconference*

### 1. Alternates, observers and apologies

The Chair welcomed attendees to the meeting of the IGT UNC Modification Panel meeting. Rob Johnson (ESPUG) was nominated as the alternate for Victoria Parker.

### 2. Confirmation of Agenda

The Chair asked the Panel if they had any additional items to add to the agenda for this meeting. The Panel had no further items to add to the agenda.

### 3. Approval of the previous minutes

RB informed the Panel that no comments had been received regarding the May Panel meeting minutes prior to the meeting. The minutes from the previous Modification Panel meeting (16<sup>th</sup> May 2018) were approved as a true and accurate record of the meeting.

### 4. Outstanding actions

18/05-01	Code Administrator to add IGT110 to the June Workstream meeting agenda for discussion.	Closed
----------	--	--------

RB concluded that all action points from the last meeting are now closed.

### 5. Short Notice business

None.

## 6. Panel Decision

None.

## 7. Update on Review groups

### RG004

#### [RG004 - Review of IGT Governance and administration arrangements](#)

The Chair updated the Panel on the progress of RG004 noting that the previous workgroup meetings had shown concern over the intention and core problem being addressed as part of RG004, however this was seemingly resolved at the June Workstream meeting. The Chair noted that Gemserv had produced a paper for the June Workstream meeting which detailed problem statements, measuring these against the suggested solutions and gave analytical data including attendance at Workstream meetings since 2015, and modifications raised throughout the same period. The Chair noted that the paper revealed attendance at Workstream meetings had not significantly changed post Nexus and that it had not been identified that attendance had decreased due to lack of interest in the Code. The Chair highlighted that the paper did suggest that in 2018 most IGT UNC modification business had been predominantly 'Housekeeping' changes, however the trends showed that the amount of modifications raised since 2015 had not decreased. MJ noted that the paper was a valuable piece of analysis and reiterated that a great deal of business discussed at Workstream meetings has been alignment related.

MJ confirmed that he intends to raise a UNC review group request, however, he will bring this to the next Workstream meeting for comment. The Chair noted that following the suggestion for the Code Administrator to speak with the Joint Office (JO) with respect to including RG004 in the current UNC governance discussions he has spoken with Bob Fletcher (JO) who believes that IGT UNC changes go outside of the current remit of UNC656 (Changes to Modification Panel arrangements). The Panel echoed this assessment, however, agreed that this should be raised under the governance discussion, but as a separate Workgroup. JR queried who would lead UNC discussions, and suggested that it may not be appropriate for the UNC to Chair IGT lead work. KD suggested that by using Principal 13 of the CACoP the Joint Workgroup should be collaborative.

It was expressed by the Chair that more input was needed from IGT parties on the suggested solutions before any conclusions can be reached, and before this can be taken to the UNC. JR asked the Chair if this is a current action to provide more input. The Chair responded that a further paper will be produced by Gemserv which will then go to the next Workgroup for review. The Chair noted that the intention, following the July Workstream meeting, is to issue a formal Request for Information (RFI), the responses received will be used as by the Workgroup to steer discussions and the development of the review group, using industries views and cost/benefit analysis. The Panel were happy to defer decision to the Workgroup with regards to sending the RFI to industry.

## 8. Withdrawn Modifications

None.

## 9. Urgent Modification Proposals received

None.

## 10. Non-urgent Modification Proposals

None.

## 11. Workgroup reports

### RG003

#### [RG003 - Review of Data Permissions](#)

The Chair noted that the Workgroup Report was concluded at the June meeting and the Workgroup resolved that there were a number of areas where no further action was required together with a number where a Fast Track modification would be useful to more fully align the two Codes.

The Chair noted that the Workgroup agreed that the permissions which would need to either be aligned or clarified were Smart Meter Data, Domestic consumers, Historic Supply Meter Point and Read Information, TRAS & MAM access to data. The Chair noted that the Workgroup recommended this be included in one modification to encompass all housekeeping changes. The Chair suggested that raising one modification has the potential to delay the change process if one or more aspects of the report are contentious. KD added that most changes are aligning areas to the UNC and there is no introduction of new permissions. RJ noted that he believed it was a good idea to bundle the modification as it would streamline the whole process. The Chair noted that the Workgroup has extensively discussed the areas of concern and there is an overall strong support for the proposed amendments.

The Panel agreed that the Review group should be closed by a unanimous vote.

The Chair noted that E.ON had volunteered to raise the consequential modification, KD added that the intention is to have it ready before next month's Panel meeting.

## 12. Final Modification Reports update

#### [IGT109F – Amending the IGT UNC legal text to reflect changes to the UNC made by UNC632S](#)

The Chair noted that this modification was raised by Centrica on 2<sup>nd</sup> May 2018. The modification seeks to make changes to the IGT UNC in order to keep the Code aligned with the UNC following legal text changes made by UNC632S, the Chair noted that the Modification was raised as a housekeeping change.

The Chair summarised the consultation responses received noting that two responses were made, both by Pipeline Operators and both supported the proposals implementation.

The Panel agreed with the proposer's view that this modification should proceed under fast track self-governance rules as the change is documentation only and aligns both Codes. The Panel did not voice any opposing views to this Modification and was happy with the solution presented in this Modification and fully supported the changes to the legal text, whereby it points across to the UNC, to make this consistent and appropriate.

The vote was carried out with two Pipeline Users and three Pipeline Operators. The Panel agreed that the Modification should be implemented by a unanimous vote. The Panel agreed that, as a Self-Governance Modification, it should be implemented on the date scheduled for the November release. This will be subject to a 15-day appeal window as per the Self Governance process.

**Action 18/06-01: Code Administrator to notify all parties that IGT109F has been decided by the Panel and will be scheduled for implementation in the November release.**

### 13. Authority Update

None.

### 14. AOB

The Chair raised the issue of Password Protection Protocols. The Chair noted that three times a year, Gemserv is to issue reminders to all parties that passwords should be changed in line with Code releases. The Chair asked the Panel's views on this area of the protocol. CH noted that some Shippers change their passwords regularly and some have never changed them; it varies greatly, noting that bigger Shippers are more likely to reliably change their passwords. The Chair asked the Panel if they thought it would be a good idea to send out a reminder detailing that passwords should be changed. KD suggested sending out a note and adding the subject to the next Workstream agenda for discussion would be appropriate as the document may need to be assessed following the introduction of the General Data Protection Regulation (GDPR).

**Action 18/06-02: Code Administrator to send out a note reminding parties to change their passwords. Code Administrator to also add Password Protection Protocols as an agenda item for the July Workstream.**

RB asked RF if Ofgem had an update on the Code Administrator survey, and when Ofgem intend to publish the results. RF resolved to report back with an update to the Code Administrator offline.

RB noted that IGTs had received an email confirming the date by which all planned sites must be included in the IGTs' monthly portfolio extracts. The date was confirmed as 1<sup>st</sup> September 2018. RB encouraged IGTs to discuss this at the next AIGT meeting and for any IGT which may encounter problems meeting the deadline (for example because of a need for major system changes) to speak with the Code Administrator ahead of the deadline. JR confirmed that she had noted the request down.

The next Modification Panel meeting will be convened on 18<sup>th</sup> July 2018.

## Summary of Actions

Action Reference	Date	Action	Owner	Status
18/06-01	20 <sup>th</sup> June 2018	Code Administrator to notify all parties that IGT109F has been decided by the Panel and will be scheduled for implementation in the November release.	CA	New
18/06-02	20 <sup>th</sup> June 2018	Code Administrator to send out a note reminding parties to change their passwords. Code Administrator to also add Password Protection Protocols as an agenda item for the July Workstream.	CA	New