



IGT UNC Modification Panel Meeting 19-11

Draft Minutes

Friday 22nd November 2019

Gemserv, 8 Fenchurch Place, London EC3M 4AJ

Attendee	Organisation	Representing	As
Anne Jackson (AJ)	Gemserv	Code Administrator	Chair
Kirsty Dudley (KD)*	E.ON	Pipeline User	
Claire Roberts (CR)*	Scottish Power	Pipeline User	
Cher Harris (CH)*	Indigo Pipelines	Pipeline Operator	
Victoria Parker (VP)*	ESP Utilities	Pipeline Operator	
Roberta Fernie (RF)*	Ofgem	Authority	
Dave Addison (DA)*	Xoserve	CDSP	Agenda Item 6
Billy Howitt (BH)	Gemserv	Code Administrator	Secretariat

**Attended via teleconference*

1. Alternates, observers and apologies

The Chair welcomed attendees to the IGT UNC Modification Panel meeting. The Chair indicated that apologies were received from Jenny Rawlinson who had appointed Cher Harris as her alternate. Apologies were also received from Liam King, Ofgem and Roberta Fernie was welcomed as the Ofgem representative.

2. Confirmation of Agenda

The Chair confirmed the items for discussions as outlined in the final agenda. Panel members did not have any other business to raise.

3. Approval of the previous minutes

BH informed the Panel that no comments had been received regarding the October IGT UNC Modification Panel (18th October 2019) meeting minutes and the minutes were approved as a true and accurate record of the meeting.

4. Outstanding actions

Outstanding actions were reviewed by the workgroup. Please see Appendix 1 for a record of the discussion and new actions.

5. Panel Decisions

[IGT129 – Obligations on Shippers to pass Transporter compensation payments on to consumers, via Suppliers](#)

BH informed Panel members that the consultation for IGT129 had closed on 12th November 2019 and that there were three responses received from Pipeline Operators, all of which provided full support for the implementation of this modification.

The Chair highlighted that the suggested implementation date within the modification and the views of the respondents were not all aligned. Panel members questioned the reliance on Supply Point Administration Agreement (SPAA) change SCP 476 (Obligations to pass Transporter compensation payments received from Shippers on to consumers) for the implementation of IGT129 and it was determined that IGT129 did not need to align with the implementation of SCP476 although it was associated with it.

The Panel agreed with the proposer's suggestion that this modification satisfied the relevant objectives C and F as well as meeting the self-governance criteria.

The Panel were asked to vote on the modification and unanimously agreed that the modification still satisfied self-governance criteria, to implement this modification and the implementation date.

It was agreed that IGT129 should be implemented in the next scheduled release.

[ENE002F: Changes to the Energetics Gas Limited Individual Network Code following a change to its registered Company Name.](#)

BH informed Panel members that the consultation for ENE002F closed on 13th November 2019 and no responses were received.

The Chair asked Panel members if they were satisfied that ENE002F met relevant objective F and the published criteria for fast track self-governance to which they unanimously agreed.

All Panel members supported the implementation of this modification. Panel members discussed the implementation date for ENE002F, and it was determined that it should be implemented on the same date that Last Mile Gas Limited is reflected within the Supply Point Administration Agreement (SPAA) Market Domain Data (MDD).

6. New Modification Proposals

[IGT134 – Introducing 'Research Body' as a new user type to the Data Permissions Matrix and the IGT UNC](#)

DA introduced IGT134 to Panel members and explained that as a result of UNC0649 ([Update to UNC to formalise the Data Permission Matrix](#)) which requires a UNC modification to add a new party to the Data Permission Matrix (DPM), a modification would need to be raised in the IGT UNC similarly as a requirement of IGT115 ([Update to formalise the Data Permissions Matrix](#)). DA stated that the aim of IGT134 was to add 'Research Body' as a new user type which seeks to support the intent described under Ofgem's Energy Data Taskforce.

DA explained that if this modification is implemented then a 'Research Body' will have the ability to request access to data items from the Central Data Service Provider (CDSP) but they will have to provide a rationale or research summary which will be assessed as part of that request. Once the assessment is carried out by the CDSP it will then be presented to the Data Service Contract Change Management Committee who will determine which data items the 'Research Body' will be granted access to.

DA highlighted that an equivalent modification had already been raised in the UNC ([UNC0702 – Introducing 'Research Body' as a new user type to the Data Permissions Matrix and UNC TPD Section V5](#)). Panel members requested that joint discussions around the solution should be arranged between IGT134 and UNC0702. Furthermore, Panel members requested that IGT parties are encouraged to attend the UNC Distribution workgroup on Thursday 28th November 2019 to better understand the intent and solution for the IGT UNC.

The Panel agreed to send the modification to the December 2019 IGT Workgroup for discussion. The Chair asked Panel members when they would like an update in relation to IGT134. It was agreed that an update should be provided in the January 2020 Panel meeting to align with the timetable for UNC702.

Panel members agreed unanimously that IGT134 met self-governance criteria and to send this modification to the December 2019 Workstream meeting for discussion.

19/11-01: Code Administrator to add IGT134 onto the December 2019 IGT UNC Workstream Agenda.

19/11-02: Code Administrator to liaise with the Joint Office to arrange joint discussions between IGT134 and UNC0702.

19/11-03: Code Administrator to send out communications to encourage participation at the November 2019 UNC Distribution Workgroup.

[IGT135 – Alignment of the IGT UNC Part K and the Data Permission Matrix](#)

DA introduced IGT135 to Panel members and indicated that the intention of this modification was to remove the inconsistencies between the IGT UNC, UNC and the Data Permission Matrix (DPM). DA informed members that an equivalent modification had already been raised in the UNC ([UNC0697 – Alignment of the UNC TPD Section V5 and the Data Permissions Matrix](#)).

Panel members requested that the same approach determined for IGT134 is adopted whereby joint discussions around the solution should be arranged between IGT134 and UNC0697. Furthermore, Panel members requested that the IGT parties are encouraged to attend the UNC Distribution workgroup on Thursday 28th November 2019 to better understand the intent and solution for the IGT UNC.

Panel members unanimously agreed that IGT135 met self-governance criteria and to send this modification to the December 2019 Workstream meeting for discussion.

Panel members requested an update for IGT135 for the March 2020 IGT UNC Panel meeting.

19/11-04: Code Administrator to liaise with the Joint Office to arrange joint discussions between IGT135 and UNC697.

19/11-05: Code Administrator to send out communications to encourage participation at the November 2019 UNC Distribution Workgroup.

7. Update on Workgroups

[IGT130 – Applying password protection encryption to electronic communication containing MPRNs](#)

BH provided an overview of the discussions at the November 2019 IGT UNC Workstream meeting. BH informed Panel members that the amended modification for IGT130 was discussed however, some IGTs expressed concerns around the solution and indicated that as it was open to interpretation, they were unable to support the modification at this stage. KD indicated that an updated modification proposal may be provided in time for the December 2019 IGT UNC Workstream meeting and if not, it would be provided for the January 2020 Workstream meeting.

[IGT131 – Automatic updates to Meter Read Frequency](#)

BH stated that during the November 2019 IGT UNC Workstream meeting members were informed that after an initial assessment of the legal text for [UNC692S – Automatic updates to Meter Read Frequency](#) it was identified that the IGT UNC points across to Section M, paragraph 5.9 of the UNC where the suggested changes are being made, therefore this should be captured without the need of IGT131.

The Chair informed members that UNC692S was out for consultation and that the IGT UNC Code Administrator would liaise with the proposer, Louise Hellyer to keep monitoring this modification.

The Chair indicated that if UNC692S is implemented by the UNC Panel, the advice would be for the proposer of IGT131 to withdraw the modification.

[IGT133 – Transition of IGT UNC Theft Reporting into the IGT UNC](#)

BH provided an overview of the discussions at the November 2019 IGT UNC Workstream meeting. KD indicated that the review group report for [UNC677 – Shipper and Supplier Theft of Gas Reporting Arrangements](#) was presented to the UNC Panel on 21st November 2019 and the Chair confirmed that the review group was closed at the November 2019 UNC Panel.

KD also highlighted that [SCP480 – Amendments to Schedule 33 Theft Reporting Requirements](#) changes had been approved at the last SPAA Change Board and would be implemented in an extraordinary release on 9th December 2019.

8. Update on Review Group

[RG005 – IGT UNC Review of Consequential Changes resulting from Faster Switching arrangements](#)

The Chair stated that another Significant Code Review (SCR) in relation to Code Consolidation was soon to be put in place. The Chair indicated that Ofgem are expecting the consequential changes

needed as a result of the transition of SPAA into the Retail Energy Code (REC) to be identified and drafted by the March 2020 deadline.

Panel members agreed to add RG005 onto the December 2019 IGT UNC Workstream Agenda to discuss the anticipated work.

19/11-06: Code Administrator to add RG005 onto the December 2019 IGT UNC Workstream Agenda.

9. Modification UNC708

[UNC0708 – Re-ordering of the UNC in advance of Faster Switching](#)

The Chair explained that modification UNC0708 is going to have a significant impact on the IGT UNC due to the reordering of the UNC. The reordering is required to make the maintenance of the consequential change drafting for the faster switching SCR easier, by ensuring the code is reordered to mirror the ordering within the consequential changes drafting.

Panel members expressed concerns surrounding the benefits of this modification and what the benefit is of having a ‘user friendly’ Code for a short period of time before the consequential changes drafting goes live.

The Chair stated that the anticipated timescales for UNC0708 is three months and Panel members expressed concerns about how short this was.

Panel members requested that the same approach for IGT134 and IGT135 should be adopted whereby joint discussions around the solution should be arranged between the IGT UNC and UNC.

19/11-07: Code Administrator to liaise with the Joint Office to arrange joint discussions between IGT134 and UNC0708.

10. Panel Shipper Representation

The Chair indicated that at the November 2019 IGT UNC Workstream meeting members discussed the [IGT UNC Pipeline User Representation Paper](#) and different parties supported different parts of the possible solutions outlined.

BH stated that workgroup members agreed that a survey should be sent to Pipeline Users to better understand the lack of engagement with the IGT UNC.

KD expressed that it was important that the Panel has actively tried to engage parties and this survey was a good step in highlighting this.

Panel members agreed that when drafting is complete, a review of the survey should be carried out ex committee before it was sent out to parties.

19/11-08: Panel members to review the Pipeline User survey ex committee.

11. Cross Code Co-ordination and 2020 Dates

KD introduced the agenda item indicating that the Code Administration Code of Practice (CACoP) principle was not working and active change is needed currently as cross code workings is failing.

The Chair acknowledged that members would like to see a material impact, but as the Code Administrator there are limitations in what can be achieved and that there is a lot of cross code communications and activity that happens behind the scenes.

It was highlighted that a lack of knowledge of the IGT impacts when a UNC modification is raised could be a reason for IGT UNC impacts not being referenced in proposals and therefore not being added to the Terms of Reference of UNC Panel directed workgroups. The Chair indicated that different Proposer's of UNC modifications had different approaches to the IGT UNC and some were not supportive.

The Chair introduced her proposals for supporting IGT UNC / UNC cross-code communication, first highlighting the current situation and the IGT UNC dependency on the UNC being a consistent issue.

The Chair proposed that the IGT UNC Panel requests that the UNC Panel amend their modification proposal template to specifically ask the proposer of any modification if they wish for their proposal to be applied in any other code e.g. IGT UNC.

The Chair highlighted the following desired outcomes if the UNC add this specific question to their modification proposal template:

- Encourages the proposer to consider the implications on the IGT UNC at an early stage.
- For the UNC Panel and any workgroups to consider the proposal with the assumption that the solution will be applicable to both codes and to amend terms of reference where applicable.
- To provide an early indication of the proposer's intent from which the Code Administrators can support, advise and facilitate.

Panel members provided full support for this first proposal.

The Chair highlighted a second proposal of moving the IGT UNC Panel from the 3rd Friday in the month (i.e. the day after the UNC Panel) to the 4th Friday in the month (i.e. a week after the UNC Panel).

The Chair highlighted the following desired outcomes if Panel accept the second proposal:

- To improve and encourage communication and efficiency.
- To provide updates from the UNC Panel to the IGT UNC Panel within the month rather than a month later
- To facilitate the considering of any questions or issues raised by the UNC Panel for the IGT UNC Panel's attention e.g. recommendations / requests for joint working groups.

Panel members discussed this proposal and highlighted that they can see the benefits of moving the date to allow more time to digest the information from the UNC Panel and to help better facilitate cross code workings discussions at the IGT UNC Panel meeting a week later.

The Chair indicated that the IGT Workgroup would also have to move by a week to the 2nd Tuesday of the month to facilitate code administration and working. It was identified that there would be a clash with a SPAA meeting. It was agreed that another suitable 'fixed' date for the Workgroup be identified and that a decision re IGT Code meeting dates for 2020 be agreed ex-committee when available.

19-11-09: Panel members to agree IGT Code meeting dates ex committee.

The Chair informed Panel members that at the UNC Panel on 21st November 2019, members agreed to add two additional questions, once at the introduction of a modification proposal and the other at the end of the process, to ascertain if any cross-code impacts are known or have been identified.

KD thanked the Chair for her work towards the improvement of cross code workings and looks forwards to seeing the improvements.

The Chair explained that the outputs from [RG004 – Review of IGT Governance and administration arrangements](#) had been sent over to the Joint Office and as a result she had been invited to attend the UNC Governance Workgroup meeting scheduled on 2nd December 2019.

12. Authority Updates

RB informed the Panel that Ofgem's seasonal moratorium would begin on 18th December 2019 and continue to 2nd January 2020.

Supplier Licensing Review: Ongoing requirements and exit arrangements

RF informed the Panel that the closing date for the Supplier Licensing Review: Ongoing requirements and exit arrangements consultation is 3rd December 2019.

Appendix 1 – Summary of Actions

Action Reference	Date	Action	Owner	Status
19/10-06	18 th October 2019	VP to provide updates to the Panel in relation to the digitisation of the IGT UNC.	VP	Open
19/11-01	22 nd November 2019	Code Administrator to add IGT134 onto the December 2019 IGT UNC Workstream Agenda.	CA	New
19/11-02	22 nd November 2019	Code Administrator to liaise with the Joint Office to arrange joint discussions between IGT134 and UNC0702.	CA	New
19/11-03	22 nd November 2019	Code Administrator to send out communications to encourage participation at the November 2019 UNC Distribution Workgroup.	CA	New
19/11-04	22 nd November 2019	Code Administrator to liaise with the Joint Office to arrange joint discussions between IGT135 and UNC697.	CA	New
19/11-05	22 nd November 2019	Code Administrator to send out communications to encourage participation at the November 2019 UNC Distribution Workgroup.	CA	New
19/11-06	22 nd November 2019	Code Administrator to add RG005 onto the December 2019 IGT UNC Workstream Agenda.	CA	New
19/11-07	22 nd November 2019	Code Administrator to liaise with the Joint Office to arrange joint discussions between IGT134 and UNC0708.	CA	New
19/11-08	22 nd November 2019	Panel members to review the Pipeline User survey ex committee.	CA	New

19/11-09	22 nd November 2019	Panel members to agree IGT Code meeting dates ex committee.	CA	New
19/10-01	18 th October 2019	Code Administrator to send out implementation notice for IGT120F	CA	Closed
19/10-02	18 th October 2019	Code Administrator to send out IGT129 for consultation.	CA	Closed
19/10-03	18 th October 2019	Code Administrator to add IGT132, IPL042 and QPL042 to the November 2019 IGT UNC Workstream agenda.	CA	Closed
19/10-04	18 th October 2019	Code Administrator to have an offline discussion with the Authority in relation to IGT133 to determine if there could be any potential impacts on the Switching SCR.	CA	Closed
19/10-05	18 th October 2019	Code Administrator to add IGT133 to the November 2019 Workstream meeting.	CA	Closed

The next Modification Panel meeting will take place on 20th December 2019