



IGT UNC Modification Workstream Meeting 20-04

Draft Minutes

Thursday 9th April 2020

Teleconference

Attendees		Organisation	As
Anne Jackson	AJ	Gemserv	Chair
Brandon Rodrigues	BR	ESP	
Cher Harris	CH	Indigo Pipelines	
Claire Roberts	CR	Scottish Power	
Jenny Rawlinson	JR	BUUK	
Ellie Rogers	ER	Xoserve	
Anna Stankiewicz	AS	National Grid	For agenda item 13
Kirsty Dudley	KD	E.ON	
Carly Gilchrist	CG	Fulcrum	For AOB
Michelle Awosoga	MA	Gemserv	
Kemi Fontaine	KF	Gemserv	Secretariat

1. Welcome and Apologies for Absence

The Chair welcomed attendees to the meeting noting that later on in the meeting Anna Stankiewicz from National Grid would be dialling in.

No apologies were received.

2. Confirmation of Agenda

The Chair confirmed the items for discussion as outlined in the final agenda, however highlighted that after contacting and informing the relevant Parties associated with the following agenda items, she did not propose covering them in much detail. These items would be carried forward to the next Workgroup meeting:

- IGT131- Automatic updates to Meter Read
- IGT132 – Introduction of IGT Code Credit Rules
- IGT134 – Introducing ‘Research Body’ as a new user type to the Data Matrix and IGT UNC
- IGT135 - Alignment of the IGT UNC Part K and the Data Permissions Matrix
- IGT138 - Performance Assurance Techniques and Controls

The Chair confirmed the AOB items which were COVID-19 to give Parties an opportunity to discuss any implications they wish to raise, and the Fulcrum / ESP asset transfer. Vicki Spiers and Carly

Gilchrist would also be dialling in for this item on the agenda. Workgroup members did not have any other business to raise.

3. Approval of Previous Minutes

The Chair stated that the numbering on the action table was incorrect and would need to be amended.

Subject to this amendment the minutes were approved.

4. Outstanding Actions

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

5. Switching Program Considerations

IGT137 – Alignment of the IGT UNC to the UNC in advance of Faster Switching

RG005 - IGT UNC Review of Impacts resulting from the Faster Switching Programme arrangements

The Chair presented the Workgroup with the supporting information for Modification IGT137 – (Alignment of the IGT UNC to the UNC in advance of Faster Switching) and provided an update in regard to the amendments completed on the review group RG005 (IGT UNC Review of Impacts resulting from the Faster Switching Programme arrangements) and UNC Modification 708 (0708S - Re-ordering of the UNC in advance of Faster Switching).

The Chair stated that although several workgroups for UNC Mod 0708 had been cancelled due to quoracy issues, a workgroup report had been put forward to the UNC Panel requesting that this is sent for consultation. The Chair explained that this meant that the baseline text was still unavailable as although it had been sent to Panel, it was not known whether the Panel would send this back to Workgroup after consideration.

The Chair outlined the work that had been produced by Gemserv (Steve Ladle) and he had taken an earlier version of the legal drafting and attempted to work out the impact on the IGT UNC of the changes of the re-ordering for the UNC which he documented on the two documents provided on the agenda links. ([IGT UNC references that need to be updated_300120 IGTUNC UNC](#) and [Cross reference list June 2019 for UNC0708 work complete](#))

The Chair summarised that in order to review the drafting they would need to identify exactly where in the UNC is referred to in the IGT UNC code, then determine if those references have been amended and document those amendments.

It was acknowledged by the Workgroup that reviewing the legal drafting line by line was a hard task and they deliberated over how this document could be reviewed, and the best approach to take.

The Chair clarified that the legal drafting provided at the meeting would not be included in the Ofgem consultation rather an assumption that the Modification has been completed and the SCR drafting will be overlaid on top of this drafting.

KD suggested that an option is made available to Parties that might show an interest in going through the legal drafting and that an avenue is provided that they could discuss in more detail and Parties have an opportunity to be more involved if required.

The Workgroup agreed that it would be efficient for Parties to review the drafting autonomously and if subsequent queries they want clarification then these should be forwarded to the Code Administrator.

The Chair suggested that the Workgroup did not review the legal drafting in this meeting, however the code administrator will publish the legal drafting on the website for Parties to review with a note to Parties to forward any queries or questions to the Code administrator. This was agreed by the Workgroup.

The Chair confirmed that at the next meeting a workgroup report for IGT137 will be generated based on any feedback received from Parties after they have reviewed the legal drafting following an offer to individually submit any questions to the Code administrator.

The Chair presented the amended RG005 text and updated the Workstream regarding what work had been completed under each strand. Workgroup members highlighted that they needed clarification on what strand 3 reflected.

The Chair provided more insight into the various strands and explained that strand 3 identified what the consequential changes are for the Retail Code Consolidation and Faster Switching SCRs on the basis that the code had been re-ordered.

A Workgroup member queried whether it could be possible to have this drafted as an information page and uploaded to the website.

20/04-01: Code administrator to create a ‘one pager’ perhaps with diagrammatical and narrative explanation of Strand 3 for RG005.

The Chair highlighted the metering codes of practise and other governance connected with metering agents which will be governed under the REC. The IGT UNC has a unique section in regard to metering and this may be impacted.

The Chair flagged a comment made by the proposer under the terms of reference regarding the composition of the Workgroup meeting. It stated that for work to be completed the Workstream meeting would be quorate provided at least two transporters and two users representatives are present. The Chair stated that the proposer indicated that the work previously completed under strand 1 was actioned by IGT's and implied that Shippers were happy with that approach. The Chair queried whether this should be amended in the terms of reference in consideration of what is going to be happening in future for additional strands of work.

The Workgroup considered the concerns around the terms of reference regarding quoracy and conceded that the text should be amended to 'a work group meeting will be quorate provided a minimum of two transporters are present'.

Workgroup members queried whether the discussions around the Faster Switching consideration will be affected by the re-plan? The Chair explained that the re-plan will mainly reflect the SCR work and the implications that the delays to UNC Mod 0708 had had on the SCR work. It would also include the legal drafting baselined text for IGT137.

6. Modification Workgroups

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

Please refer to the cross-code implications in Appendix 2, and the Workgroup agreed that this item would be discussed at the next Workstream meeting in May 2020.

[IGT132 – Introduction of IGT Code Credit Rules](#)

The Workgroup agreed that this item would be discussed at the next Workstream meeting in May 2020.

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

The Workgroup reviewed and discussed previous comments on the Modification and formulated a workgroup report before concluding it was suitable to be presented to Panel. The discussion is summarised in the [IGT133 – Transition of IGT Theft Reporting into the IGT UNC Workgroup report](#).

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

The Workgroup agreed that this item would be discussed at the next Workstream meeting in May 2020.

[IGT136 – Introducing 'Performance Assurance Framework Administrator' as a new user type to the Data Permissions Matrix](#)

The Workgroup reviewed and discussed previous comments on the Modification and formulated a workgroup report before concluding it was suitable to be presented to Panel.

The discussion is summarised in the [IGT136 – Introducing 'Performance Assurance Framework Administrator' as a new user type to the Data Permissions Matrix Workgroup report](#).

7. New Modifications

[IGT138: Performance Assurance Techniques and Controls](#)

The Workgroup agreed that this item would be discussed at the next Workstream meeting in May 2020.

[IGT139: Introducing a New User type to the IGT UNC and the Data Permissions Matrix of Electricity System Operator \(ESO\)](#)

The Proposer explained this Modification was being raised on behalf of National Grid and had already been raised in the UNC and the workgroup report concluded. This modification is to ensure that the IGT UNC supply points are captured in the reports which National Grid require.

AS, a representative of National grid presented the modification in more detail to the Workgroup highlighting the establishment of National Grid’s Electricity System Operator (ESO) as a separate legal entity within the National grid group which was not currently recognised as a user type in the data permission matrix and therefore is not accountable in the current data services contracts.

AS further explained a requirement of the ESO is to produce annual reports which anticipate future pathways and scenarios for the future of energy and for that it requires access to data held by the CDSP (Xoserve).

The Workgroup queried why the ESO could not produce this report in conjunction with National Grid Gas? AS explained that due to the access being subject to change and dependant on what permissions are required, this would be a safeguard against any operational issues in case of a further legal split between National Grid Gas and the ESO as well as provide legal clarity. Furthermore, if there are amendments to what data will be required it would allow the ESO to raise the request itself which it cannot currently do.

The proposer stated that should any additional data be required this request would still be forwarded to the Contract Committee

The Workgroup summarised their discussion in a workgroup report before concluding it was suitable to be presented to Panel ([IGT139: Introducing a new User type to the IGT UNC and the Data Permissions Matrix of Electricity System Operator \(ESO\) workgroup report](#)).

8. Known Issues Register

The Workgroup reviewed the current items recorded on the known issues register and agreed to add the following issues to the register:

- Asset transfer process.
- The IGT MPRN Allocation Table process and the concern about running out of MPRNs.
- The uncertainty around the Metering arrangements within the IGT UNC in anticipation that this will be an issue in the future.
- A possible increase of urgent modifications within the UNC as a result COVID 19 and the lack of engagement in the IGT UNC to progress them forward.

9. Cross Code Implications

KF updated the Workgroup on the Cross-Code Tracker, the Workgroup reviewed the document and noted that the purpose of the tracker needed to be reinforced as well as the presentation format. The

code administrator will review the presentation format to ensure that the intent of the tracker, in respect of the implications to the IGT UNC, is met.

10.AOB

COVID -19

The Chair opened the subject of COVID 19 in the context of the Workgroup and stated that Gemserv's was working as normal with the only exception being that all meetings are being held via teleconference.

The Workgroup noted that there may be a need to be fluid with the workgroup depending on attendance, The Chair added that the Joint Office are currently considering issues impacting the UNC and the possibility of modifications to combat any operational issue identified.

A Workgroup member noted that this may need to be added to the known issue register as this may affect deliverables and the Workgroup agreed.

Fulcrum / ESP Asset Transfer

The Chair welcomed Carly Gilchrist, Fulcrum (Vicki Spiers (VS) was unable to join the meeting) to answer questions in regard to the transfer of MPRN assets. It was noted that this would take place on 1st May 2020. The Chair highlighted what steps had currently being taken with communication of the asset transfer. The Chair noted that as this would likely take place again it would be efficient to give the Workgroup an opportunity to feedback on the process as it stands.

KD stated that the process needed to be more robust in terms of notification and scheduling for Shippers as it will require them to do system changes, and stated that the notice period given was not sufficient to allow them to align their systems with the consequences of the asset sale.

The Workgroup suggested that an informal guidance document for 'Network Sales' should be created which outlines the timing in regard to notice periods and the process as a whole.

20/04-02- CG and VS to draft a Guidance Document on the process for the sale of assets for discussion at a future workgroup

There were no further items raised for discussion, and the Chair closed the meeting

The next meeting is scheduled for Thursday 14th May 2020.

Appendix 1 – Summary of Actions

Action reference	Action Description	Owner	Status
WS 20/04-01	Code administrator to create a 'one pager' perhaps with diagrammatical and narrative explanation of Strand 3 for RG005.	CA	Open
WS 20/04-02	CG and VS to draft a Guidance Document on the process for the sale of assets for discussion at a future workgroup	CG & VS	Open
WS 20/02-01	Code Administrator to complete IGT130 workgroup report and circulate to meeting attendees.	CA	Closed
WS 20/02-02	CB to prepare to discuss the analysis in Appendix 1, IGT132 at the next meeting	CB	Open
WS 20/02-03	All were asked to review the legal drafting and provide comments to CB, for discussion at the next Workgroup.	All	Open
WS 20/02-04	Code administrator to draft a workgroup report for IGT133	CA	Closed
WS 20/02-05	Code administrator to draft the final workgroup report for IGT136 for the next	All	Closed
WS 20/02-06	All to provide comments on the drafting of RG005 to identify where greater clarity would be helpful.	All	Closed
WS 20/02-07	Code administrator to provide re-drafting of RG005 to improve the text and ensure this would be easier to read.	CA	Closed
WS 20/02-08	CA to collate a discussion paper on possible ways to engage with parties for the Modification Panel.	CA	Open
WS 20/02-09	Code administrator to look into the governance and process for adding to the MPRN ranges and provide feedback to the IGTs	CA	Open

Appendix 2 - Cross Code Implications

Mod Ref		Description	Workgroup determination
715		Amendment of the Data Permission Matrix to add Electricity System Operator (ESO) as a new User type	The Secretariat informed the Workgroup that the Modification UNC0715 had been amended and the legal text reviewed at the last UNC workgroup meeting.
713		Amendments to TPD V3.1.7 Independent Assessment table	The Secretariat informed the Workgroup that the Modification UNC0712 had completed its consultation and was awaiting a decision from Panel
712		Amending the oxygen content limit in the Network Entry Agreement (NEA) at the St Fergus SAGE plant	The Secretariat informed the Workgroup that the Modification UNC0712 had completed its consultation and was awaiting a decision from Panel
711		Update of AUG Table to reflect new EUC bands	The Secretariat informed the Workgroup that the Modification UNC0711 had been implemented
710		CDSP provision of Class 1 read service	The Secretariat informed the Workgroup that the Modification UNC0710 had been amended and a workgroup report would be produced at the next UNC workgroup
708		Re-ordering of the UNC in advance of Faster Switching	No update was provided as UNC Workgroup meeting had been deferred
706		Instances where Shippers can exit commercial agreements with an independent Supplier	The Secretariat informed the Workgroup that this Modification had been withdrawn by the proposer
704		Review of Transporter Theft Reporting	The Secretariat informed the Workgroup that a workgroup report has been completed for Mod UNC0704
702		Introducing 'Research Body' as a new User type to the Data Permissions Matrix	The Workgroup was informed that UNC702 has now completed its consultation and will be presented to Panel in May . The workgroup resolved to monitor this modification.
701		Aligning Capacity booking under the UNC and arrangements set out in relevant Network Exit Agreements	The Secretariat informed the Workgroup that a workgroup report has been completed for Mod UNC0702 The workgroup resolved to monitor this modification.
699		Incentivise Key Areas of Performance using additional UIG Charges	No update for UNC699. The workgroup resolved to monitor this modification.
693	R	Treatment of kWh error arising from statutory volume-energy conversion	No update. The Workgroup resolved to monitor this modification.
690		Reduce qualifying period for Class 1	The Secretariat informed the Workgroup that a revised notice of implementation had been applied however a date had not been confirmed . The Workgroup resolved to monitor this modification.

676	R	Review of Gas Transporter Joint Office Arrangements	No Update provided. The Workgroup resolved to monitor the review group.
674		Performance Assurance Techniques and Controls	The Chair informed workgroup members that at the UNC674 Legal text had been reviewed on the 26 th February 2020 and it was confirmed that the IGTUNC equivalent IGT138 had now been raised. The Workgroup resolved to monitor the review group.
672		Incentivise Product Class 4 Read Performance	The Secretariat informed the Workgroup that the amended Mod had been reviewed by the UNC Workgroup . The Workgroup resolved to monitor the review group
664		Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4	The secretariat informed the Workgroup that UNC0664 completed its consultation and is awaiting a Panel decision . The Workgroup resolved to monitor the review group