



IGT UNC 24-11 Modification Workstream Meeting

Draft Minutes

Thursday 14th November 2024 via Teleconference

Attendee	Initial	Organisation	Notes
Anne Jackson	AJ	Gemserv	Chair
Alison Beard	AB	Gemserv	Code Administrator
Charlotte Gilbert	CG	BUUK	
Cher Harris	CH	Indigo Pipelines	
Eilidh McNally	EM	Last Mile Gas	
Ellie Osobina	EO	Ofgem	
Josie Lewis	JL	CDSP	
Kathryn Adeseye	KA	CDSP	
Lee Greenwood	LG	Centrica	
Michelle Brown	MB	Energy Assets	Present for Item 1-6
Natasha Perry	NP	BUUK	
Susan Helders	SH	Northern Gas Networks	Present for Item 1-6
Harry Firth	HF	Gemserv	Secretariat

1. Welcome and Apologies for Absence

The Chair welcomed attendees to the meeting and accepted apologies received from Talia Lattimore (TL).

2. Confirmation of Agenda

The Chair confirmed the items for discussion as outlined in the Final Agenda and asked attendees for 'Any Other Business' (AOB) items. KG added Item 13 - IGT Representative for AUGÉ Stakeholder Evaluation Panel and LG added Item 14 – IGT UNC Panel Shipper Representative Vacancies

3. Approval of the Previous Minutes 22-08

HF informed the Workgroup that a comments were received from KA for the draft 24-10 Modification Workstream meeting minutes prior to the meeting regarding incorrect planned implementation dates for [0886 – Amend the Code Cut-Off Date to a Rolling Period](#) and [0896 - Reducing the current Code Cut-Off Date \(Line in the Sand\) from 3 to 4 years to 2 to 3 years](#) The Workgroup had no comments to add to the minutes at the meeting and they were approved as a true and accurate record of the meeting.

4. Outstanding Actions

HF informed the Workgroup that there were 2 outstanding actions as follows:

- 24/10 – 01: Code Administrator to review the list of outstanding Housekeeping Changes, including how and where this list is recorded.** HF informed the Workgroup that TL had reviewed the list of outstanding Housekeeping Changes, and had moved some of the closed changes to a new tab in the Known Issues Register. The Workgroup noted that there were 6 outstanding Housekeeping Changes left following the review. CG thanked TL for reviewing the list of outstanding housekeeping changes.

Action closed.
- 24/10 – 02: Code Administrator to continue development of the IGT UNC Horizon Scanner and include live information to present to the November Workstream meeting.** HF informed the Workgroup that TL had updated the Horizon Scanner with live information and the Code Administrator had published it with the other meeting papers 5 working days prior to the November Workstream meeting. The updated Horizon Scanner was reviewed by the Workgroup as part of Item 9.

Action closed.

MODIFICATIONS

5. Pre-Modification - Update of IGT UNC Code Communication Methods

[NP provided the Workgroup with an overview of the proposed Modification.](#) NP informed the Workgroup that the Public Switch Telephone Network is being switched off, affecting a few traditional services including fax machines. NP added that 'fax and 'facsimile' are both mentioned in the IGT UNC and the SOS Query Management ancillary document, and all of these mentions need to be removed from Code. NP added that a couple of grammar changes would also be made to change the spelling of 'email' from 'e-mail' in some places.

NP noted the equivalent Modifications raised in the REC, SEC and UNC to remove mentions of fax and replace with email. JL added that the UNC Modification, [0864 – Update of UNC Code Communication Methods](#), has been approved and is awaiting implementation, likely to be June 2025.

NP added that they believed this Modification meets the requirements for Self-Governance as there are no identified material impacts on the IGT UNC.

NP suggested that the next steps would be to take this Modification to the IGT UNC November Panel meeting and then proceed directly to Consultation. They added that following the Consultation, that they hoped to return the Modification to Panel at the December meeting for potential approval. The Workgroup agreed with this approach.

The Chair noted that the proposed consultation period would be 10 working days, rather than the standard 15-working day period. CG responded that there is only a 3-week period between the November and December Panel meetings, so this shortened consultation would allow BUUK to produce a paper to present to Panel on 20th December.

CG added that this Modification had mirrored the impacts of UNC 0864. NP added that there would be a positive impact on reduced environmental damage, as switching to email will reduce printing. They added that a positive impact on Relevant Objective F – Promotion of efficiency in the implementation and administration of the Code had been identified.

AB asked if this Modification would be able to add in the outstanding Housekeeping Changes listed in the Known Issues Register. CG responded that this Modification is under a stricter timeframe to get approved as NP will be changing roles at the end of the year. They added that they are happy to work on an IGT UNC equivalent Modification to UNC 0899 and would look into whether these Housekeeping Changes can be included.

KA asked if this Modification would be implemented in line with the REC and UNC equivalent Modifications in June 2025. CG responded that they would look to get this Modification implemented earlier, either potentially as an Extraordinary Release or in the standard February 2025 Release. The Chair noted that the IGT UNC Panel will make a decision on the planned implementation date.

The Chair informed the Workgroup that this Modification will now be assigned a number and will be heard at the IGT UNC Panel meeting on 29th November. CG thanked NP for raising the Modification.

6. [Impact of UNC 0899 - To ensure the suite of Network Exit Agreements \(NExA\) Modifications has been implemented, taking into account the changes introduced by 0804](#)

SH provided an overview of the Modification to the Workgroup. SH explained that [UNC 0701 - Aligning Capacity booking under the UNC and arrangements set out in relevant NExAs](#) had been raised in 2019 and implemented in 2024, and this Modification included a number of NExA Modifications. They added that between the raising and implementation of UNC 0701, a number of CSS faster switching Modifications were raised and implemented using incorrect Code. SH added that National Gas Transmission had worked with the Joint Office to identify 9 items that require correcting.

SH added that they had presented this Modification to the UNC Distribution and Governance workgroups and are due to present to the UNC Panel on 21st November.

SH [presented the list of 9 proposed changes to the UNC Code to the Workgroup](#). CG asked about the impact of changing the heading of section 6 from 'Other Requirements' to 'Transporter Determination of Feasibility'. SH responded that this had been changed as part of [UNC 0804 - Consequential UNC changes for Switching SCR](#) and had been incorrectly changed back as part of a later Modification.

CG queried about the proposed extra text added to UNC Section 6.5 (a), suggesting that this may be more than a simple Housekeeping Change. KA added that the restructuring of the sentence means that there may be an impact on a current process which will need to be reviewed for both the UNC and IGT UNC. They added that they should be able to provide more information on this at the December Workgroup meeting.

AB asked about the proposed text added to UNC 5.1 (c) and whether the meaning of the text has been changed. SH responded that this text had been implemented previously and then incorrectly taken out of Code by a later Modification. CG added that in the IGT UNC Code, it currently states that this section 'shall be deleted', which they thought was unusual. The Chair responded that they write the legal texts for the Modifications and suggested it may be do with that the Ratchet process does not really apply in the IGT UNC, but they would have to look into why this specific wording was used.

The Chair asked about the next steps for UNC 0899. SH responded that they hoped the Modification will be approved for Self-Governance by the UNC Panel next week and have proposed 1 Workgroup to complete all work on UNC 0899. CG added that this would likely be dependent on any assessment by the CDSP over the proposed wording changes. The Chair and CG agreed that an IGT UNC equivalent Modification would need to be implemented in line with UNC 0899.

The Chair noted that one of the Modifications involved in the sequence set out by SH, UNC 0804, was a Significant Code Review Modification implemented by Ofgem, which impacts both the UNC and IGT UNC. The Chair queried whether the wording of UNC 0804 should be 'tinkered with'. SH confirmed that UNC 0899 is proposing to restore the wording of UNC 0804.

CG informed the Workgroup that they would be happy to raise an IGT UNC equivalent Modification. They added that they will raise the Modification as normal once the clarification from the CDSP has been provided.

STANDING ITEMS

7. Cross Code Modification Implications Tracker

HF provided the Workgroup with the following updates:

Watch List

- **[0898 - Amendment to Gas Quality NTS Entry Specification at the St Fergus Shell System Entry Point](#)**: This enabling Modification will facilitate a change to the current contractual carbon dioxide entry limit at the St Fergus Shell entry Point, through the Modification of a network entry provision contained within the Network Entry Agreement (NEA) between National Gas and Shell UK in respect of the St Fergus Shell Terminal.
- **[0897 - Removal of Non-Obligated Entry Capacity from Capacity Neutrality](#)**: Implementation of the Proposal would remove the Non-Obligated Entry Capacity Revenues from Capacity Neutrality Revenues. This would reduce the revenues flowing into Capacity Neutrality Revenues which are redistributed to Users in proportion to their Firm Capacity holdings as well as reducing transportation charges paid by Users.
- **[0896 - Reducing the current Code Cut-Off Date \(Line in the Sand\) from 3 to 4 years to 2 to 3 years](#)**: LG added that they had raised the potential impact on Must Reads at the last UNC Distribution meeting and it is now under consideration by the Modification Proposer. KA

added that this should be covered under the Rough Order of Magnitude (ROM) for UNC 0896.

- 0886 - Amend the Code Cut-Off Date to a Rolling Period**: KA added that are impacts on the Must Read process for this Modification and informed the Workgroup that they will be presenting slides at UNC Distribution Workgroup on these impacts. The Chair asked if UNC Modifications 0886 and 0896 are alternates as they are both focusing on Line in the Sand. KA responded that they are not considered alternates, and the proposer for UNC 0886 has amended the Modification so it can align with UNC 0896, including a recent amendment to remove reference to a 3-year period. The Chair explained that whilst line in the sand is not a concept in the IGT UNC, the charging for IGT UNC sites is done under the UNC using line in the sand.
- 0884 - Extending the PC4 Read Submission Window**. The alternate solution for this Modification, UNC 0884A - Extending the PC4 Read Submission Window from 25 to 45 Supply Point System Business Days was withdrawn on 22nd October 2024. KA suggested that there will be Must Read impacts on this Modification. LG added that UNC 0884 is extending the period of time for submitting Reads from 25 to 80 days and believed that [IGT159 – Amendments to the Must Read Process](#) should still refer correctly to the UNC, but the IGTs should consider whether they would want to extend the submission period as IGT159 specifies a 25 day submission period. The Chair suggested that the IGTs should review whether a Modification is required.

The Chair suggested that the Workgroup should aim to reduce the Watch List at the December meeting, particularly to remove UNC Modifications with no IGT UNC impacts.

IGT UNC Equivalent Modifications

- 0881 - Review and consolidation of UNC Transition Document TDIC - Transitional Rules**: This Modification is currently out for Consultation and will return to UNC Panel in December 2024. One change will be required to the IGT UNC to remove a reference to TDIC 1.3.8 which is getting removed as part of this Modification.
- 0854 - Revision of Virtual Last Resort User and Contingent Procurement of Supplier Demand Event Triggers**: The Chair noted that MB, who had previously agreed to sponsor an IGT UNC equivalent Modification to UNC 0854, had left the meeting at this point. HF added that the Code Administrator had not received any information or notice on this equivalent Modification. CG suggested that the Code Administrator should try reach out MB to discuss the next steps of this Modification further.

24/11 - 01: Code Administrator to contact Michelle Brown regarding the current status and next steps of the IGT UNC equivalent Modification to UNC 0854

The Chair suggested a review could take place in a future Workgroup meeting to determine what should be included within the Modification before it is officially raised. KA added that the CDSP have produced a solution to UNC 0854 which can be applied to IGT sites as well as Distribution Networks.

The Chair added that the CDSP have raised this at the last few Workgroup meetings and that IGTs have to decide how they want to proceed, especially as they are now aware of the risks if they decide not to raise an equivalent Modification.

24/11 – 02: IGTs to determine whether an IGT UNC equivalent Modification to UNC 0854 is required.

- **0843 - Establishing the Independent Shrinkage Charge and the Independent Shrinkage Expert**: TL has received the most recent version of the legal text for UNC 0843 from David Morley within the last week. The Chair added that **IGT165 - Independent Shrinkage Expert and Independent Shrinkage Charge** will return to the Workgroup once the legal text for UNC 0843 is finalised. CG and KA suggested that depending on the feedback to the latest version of the legal text at the next Workgroup meeting on 27th November 2024, it could be close to finalisation. CG asked KA about the ROM for UNC 0854, noting it had timed out. KA responded that a new ROM is expected to be raised after the November Workgroup meeting. They added that UNC 0843 and IGT165 will have a long lead time of approximately 18 months due to the required procurement process.
- **0819 – Establishing/Amending a Gas Vacant Site Process**: This Modification was implemented on 9th November 2024. One change will be required to the IGT UNC to remove a reference to TDIC 1.3.8 which is getting removed as part of UNC 0881.

Review Groups

- **0879 - Review of current Supply Meter Point Classes (Class 1,2,3 and 4)**: The most recent UNC Workgroup Meeting was held on 24th October 2024. The Workgroup briefly discussed the scope of the solution, with the forward work plan deferred. The next meeting is planned for 15th November 2024.
- **0849 - Commercial Framework Review to Enable Hydrogen Blending**: The last 3 UNC Workgroup meetings have been cancelled. The next scheduled meeting for this Review is on 13th December 2024.
- **0901 - Review of the arrangements for reservation of NTS Capacity**: This will be raised at UNC Panel on 21st November 2024.

8. IGT UNC Known Issues Register

HF advised the Workgroup that there were no new issues added to the Known Issues Register. HF presented the changes made to the Known Issues Register to the Workgroup, including the new 'Closed Housekeeping Changes' section.

HF noted that Issue 1 had actioned the use of the Cross Code Modification Implications Tracker to identify the need for the IGT UNC to mirror any Modifications raised in the UNC or other Codes. They suggested that this issue could be closed as the Tracker has been in use for some time. The Workgroup agreed to close Issue 1.

AOB

9. IGT UNC Horizon Scanner

AB presented an updated version of the IGT UNC Horizon Scanner to the Workgroup, which included further live information. AB informed the Workgroup that a new section has been added to highlight any UNC Modifications that will require an IGT UNC equivalent Modification, along with live information including current statuses and key dates. CG and LG both praised the IGT UNC Horizon Scanner, in particular highlighting the Milestone Timeline section.

The Workgroup agreed that the Horizon Scanner should be updated and reviewed monthly at IGT UNC Workstream meetings to start and will review whether this is the most appropriate cycle at a later date.

AB suggested that the Horizon Scanner will be uploaded to the IGT UNC website. HF added that the Horizon Scanner will be included within the meeting papers for each IGT UNC Workstream meeting, and will also have a dedicated page, similar to the Cross Code Modification Implications Tracker and Known Issues Register. LG responded that these dedicated pages could be more visible on the IGT UNC website. CG and LG commented that the pages for the older IGT UNC Workstream meetings could be archived or moved, in order to make the Tracker pages more accessible. HF agreed to amend the IGT UNC website layout ahead of the December Workstream meeting.

24/11 – 03: Code Administrator to review the current menu layout of the IGT UNC website

10. 2025 Workgroup Meeting Invites

HF informed the Workgroup that the Code Administrator will be sending out invitations for the 2025 IGT UNC Workgroup meetings in due course. They added that the Code Administrator is setting up a new distribution list for these meeting invites, which attendees will have to opt into if they wish to attend. HF added that this distribution list will be separate from the main distribution list which is used for publishing industry information and communications. They added that the main distribution list will still receive emails regarding Workgroup and Panel meeting papers. HF added that the Code Administrator will send out an email to its distribution list soon to provide more information, but anyone interested in attending Workgroup meetings in 2025 should contact igtunc@gemserv.com to join the new distribution list.

HF informed the Workgroup that the confirmed dates for the [2025 Panel](#) and [Workgroup meetings](#) are now available to view on the IGT UNC website.

11. 2025 Planned Release Dates

HF informed the Workgroup that the [provisional IGT UNC 2025 Release Schedule](#) is now available to view on the IGT UNC website. HF added that these dates have been aligned to the current planned Xoserve 2025 Release Dates, but these dates are subject to industry approval and therefore may

change. HF added that the Code Administrator will inform all parties if there is a change to the 2025 Release Schedule.

12. Ofgem CaCoP Survey

The Chair informed the Workgroup that the Ofgem CaCoP Survey was still open to responses and added that the UNC Code Administrator would be appreciative if any of the attendees was able to submit a response. EO added that the deadline for responses for the survey was Friday 15th November 2024.

13. IGT Representative for AUGE Stakeholder Evaluation Panel

KA informed the Workgroup that the CDSP is due to begin a re-procurement of the Allocation of Unidentified Gas Expert subject to Ofgem approval of [UNC 0868 - Change to the current Allocation of Unidentified Gas Statement frequency & scope](#). KA added that a Stakeholder Evaluation Panel is being set up to work with the CDSP, and this Panel requires an IGT representative. KA added that any interested parties should contact Kathryn.adeseye3@xoserve.com or jayne.mcglone@xoserve.com.

14. IGT UNC Panel Shipper Representative Vacancies

LG noted the two current Shipper Representatives vacancies on the IGT UNC Panel and asked what could be done to further highlight these positions. The Chair responded that the IGT UNC Code Administrator should send out notices regarding these vacancies on a regular basis but added that other methods may need to be explored for advertising the Shipper Representative roles. HF added that the last notice was sent out by the Code Administrator was around August when Andrew Eisenberg resigned from their Shipper Representative role on the IGT UNC Panel. HF added that the Code Administrator would send out a new notice in due course. The Chair added that any interested parties should contact igtunc@gemserv.com to find out more information about the role.

CG asked why Shippers votes cannot be carried like at DSC Contract Management meetings. The Chair responded that a Modification was raised previously to try to allow current and existing members to carry votes, but this was rejected by Ofgem

24/11 – 04: Code Administrator to send out a new notice advertising the current IGT UNC Panel Shipper Representative vacancies.

The next Workgroup meeting is scheduled for Thursday 12th December 2024.

Annex 1 – Actions Table

Reference	Action	Owner	Status
24/10 - 01	Code Administrator to review the list of outstanding Housekeeping Changes, including how and where this list is recorded	Code Administrator	Closed
24/10 - 02	Code Administrator to continue development of the IGT UNC Horizon Scanner and include live information to present to the November Workstream meeting	Code Administrator	Closed
24/11 - 01	Code Administrator to contact Michelle Brown regarding the current status and next steps of the IGT UNC equivalent Modification to UNC 0854	Code Administrator	Open
24/11 - 02	IGTs to determine whether an IGT UNC equivalent Modification to UNC 0854 is required.	IGTs	Open
24/11 – 03	Code Administrator to review the current menu layout of the IGT UNC website	Code Administrator	Open
24/11 - 04	Code Administrator to send out a new notice advertising the current IGT UNC Panel Shipper Representative vacancies.	Code Administrator	Open