

UNC DSC Contract Management Committee Minutes

Thursday 13 June 2019

at Xoserve, Lansdowne Gate, 65 New Road, Solihull, B92 OED

Attendees			
Chris Shanley (Chair)	(CS)	Joint Office	Non-Voting
Karen Visgarda (Secretary)	(KV)	Joint Office	Non-Voting
Shipper User Representatives			
Kate Mulvany	(KM)	Centrica/British Gas	Voting (1) – Alternate for Oorlagh Chapman
Stephanie Clements	(SC)	ScottishPower	Voting (2) – Alternate for Kirsty Dudley and Mark Bellman
Transporter Representatives			
Helen Chandler	(HC)	Northern Gas Networks	DNO – Voting (1)
Sally Hardman	(SH)	SGN	DNO – Voting (1)
Teresa Thompson	(TT)	National Grid	NTS – Voting (1)
Richard Loukes	(RL)	National Grid	NTS – Voting (1)
John Cooper	(JC)	IGT	IGT - Voting (2) – Alternate for Victoria Parker
CDSP Contract Management Representatives			
Jayne McGlone	(JG)	Xoserve	Non-Voting
Observers			
Gus Wood	(GW)	Gowling WLG (UK) LLP	Non-Voting
Guvinder Dosanjh	(GD)	Cadent	Non-Voting
Lauren Lewis	(LL)	Alt Han Company	Non-Voting
Richard Johnson	(RJ)	Xoserve	Non-Voting
Robert Domrose	(RD)	Alt Han Company	Non-Voting
Zhihan Xu	(ZX)	Alt Han Company	Non-Voting
Apologies			
Kirsty Dudley	(KD)	E.ON	Voting
Lorna Lewin	(LL)	Orsted	Voting
Mark Bellman	(MB)	ScottishPower	Voting
Oorlagh Chapman	(OC)	Centrica/British Gas	Voting
Victoria Parker	(VP)	IGT	Voting

1. Introduction

Chris Shanley (CS) welcomed all the meeting and explained that this was an extraordinary teleconference meeting with regards to AltHANCo Data Disclosure Request approvals.

1.1. Apologies for absence

See table above.

1.2. Alternates

Kate Mulvany for Oorlagh Chapman

Stephanie Clements for Mark Bellman and Kirsty Dudley

John Cooper for Victoria Parker

1.3 Confirm Voting rights

For those in attendance for agenda item 4.

Representative	Classification	Vote Count
Shipper		
Stephanie Clements (Alternate for Mark Bellman)	Shipper Class A	1 vote
Stephanie Clements (Alternate for Kirsty Dudley)	Shipper Class A	1 vote
Kate Mulvany (Alternate for Oorlagh Chapman)	Shipper Class A	1 vote
Transporter		
Sally Hardman	DNO	1 vote
Helen Chandler	DNO	1 vote
Teresa Thompson	NTS	1 vote
Richard Loukes	NTS	1 vote
John Cooper (+ Alternate for Victoria Parker)	IGT	2 votes

2. Update on confidentiality arrangements with AlthANCo

Richard Johnson (RJ) provided an overview of the 'AlthANCo – Four Items for Approval' document.

Following questions from SH and HC, Jayne McGlone (JG) indicated that the Confidentiality Agreement (CA), the Disclosure Request Report (DRR) and the Service Agreement (SA), all had to be in place before AlthANCo could receive the data they required.

A brief general discussion took place regarding the interrelationship between the three documents and it was agreed that the CA should be discussed outside the DSC Contract Management Committee. This topic was discussed by Xoserve and the GTs and IGTs, following this meeting.

3. ALthANCo Request for an alternative reporting schedule

RJ explained that approval was required between Option 1 and Option 2 for the scheduling of the Disclosure Request Report.

Option 1: one report a month for six months, and then quarterly reports for the remaining 18 months – 12 reports (AlthANCo's preferred option)

The DSC Management Committee proposed that this was not in their remit to approve and that Xoserves could agree the timing of the provision of the report. Xoserve then confirmed that Option 1 was acceptable to them and this would be taken forward.

4. Monthly Contract Management Report (KPIs) Addition of Meter Location Notes to the Data Permissions Matrix

RJ provided an overview of the addition of the Meter Location Notes to the Data Permissions Matrix and he explained this needed DSC Contract Management Committee approval.

All parties voted that the Meter Location Notes to the DPM should be approved.

Approval to proceed for the Meter Location Notes to the DPM, was unanimous as stated in the table below:

Voting Outcome:		Approval of Meter Location Notes to the DPM	
Shipper Representative	Voting Count	For/Against	
Stephanie Clements - Alternate for Mark Bellman and Kirsty Dudley	2	For	
Kate Mulvany - Alternate for Oorlagh Chapman	1	For	
Total	3	For	
Transporter Representative	Voting Count	For/Against	
Sally Hardman	1	For	
Helen Chandler	1	For	
Teresa Thompson	1	For	
Richard Loukes	1		
John Cooper + Alternate for Victoria Parker	2	For	
Total	6	For	

JG and RJ confirmed that they would now be looking to confirm the CA and SA with the GTs and IGT's and Xoserves Legal Team, so that the required data could be provided to AlthANCo at the earliest opportunity.