

User Pays User Group Minutes

Monday 10 March 2014

via teleconference

Attendees

Helen Cuin (Chair)	(HC)	Joint Office
Lorna Dupont (Secretary)	(LD)	Joint Office
Helen Field	(HF)	Xoserve
Paul Orsler	(PO)	Xoserve
Lorna Mallon	(LM)	ScottishPower
Vicki Workman	(VW)	Xoserve

Apologies

Colette Baldwin	(CB)	E.ON UK
Darren Jackson	(DJ)	Xoserve
Graham Wood	(GW)	Centrica

Meeting documentation can be found at: <http://www.gasgovernance.co.uk/up/100314>

1.0 Introduction and Status Review

HC welcomed participants to the meeting. As the meeting was not quorate the following business was addressed informally as a User Pays User Group meeting.

1.1 Minutes

The minutes of the previous meeting (19 February 2014) were accepted.

1.2 Actions

0201: Xoserve to clarify the level of approval required for Contract Change Proposals.

Update: HC confirmed a Post Meeting Note had been added to the previous minutes:

“DJ confirmed the Voting Rights under Contract Change Proposals (CCP) for User Pays. The Terms of Reference for the UPCEG states that: In the event the CCP is rejected by one or more User Pays Customers or Xoserve, the CCP will be rejected and the Contract Change Register (CCR) updated accordingly. NB: Any organisations not voting are deemed to have voted in favour.” **Complete**

2.0 Discuss initial comments on the draft Service Schedules for User Pays Changes 007 iGT Data Preparation and 008 iGT Data Provision

PO clarified that Xoserve had written to Shipper Contract Managers asking for views and to date no formal comments had been received. An informal review of the cycle was taking place and PO encouraged Shippers to provide any comments by 21 March 2014. Any comments needed to be focused on material issues/matters relating to the contracts.

3.0 Data Provision Discuss timescales in line with Terms of Reference for Change Order contract changes

PO clarified that under the Terms of Reference the contract is issued as part of the BER. With support from Shippers Xoserve has developed a collaborative approach to informally review the contracts, in advance of the normal process, to address any identified problems before formal issue. PO confirmed that Shippers had approved this approach. LM confirmed that she had no concerns regarding this.

4.0 Any Other Business

None.

5.0 Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/Diary

Meetings will take place as follows:

Time/Date	Venue		Programme
09:30 Monday 14 April 2014	Via teleconference	UPUC	<i>To be confirmed</i>
09:30 Monday 10 November 2014	Via teleconference	UPUC, followed by UPCEG	<i>To be confirmed</i>

Action Table

Action Ref	Meeting Date(s)	Minute Ref	Action	Owner	Status Update
0201	19/02/14	2.2	Xoserve to clarify the level of approval required for Contract Change Proposals.	Xoserve (DJ)	Complete