

Shrinkage Forum Minutes

Tuesday 19 December 2017

Via Teleconference

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Karen Visgarda (Secretary)	(KV)	Joint Office
David Mitchell	(DM)	SGN
Dean Pearson	(DP)	Northern Gas Networks
Emma Buckton	(EB)	Northern Gas Networks
Gregory Edwards	(GE)	British Gas
Kirsty Steel	(KS)	SGN
Matt Marshall	(MM)	Cadent
Kirsty Dudley	(KD)	E.ON
Peter Morgan	(PM)	SGN
Shahin Ali	(SA)	Wales & West Utilities

**via teleconference*

Copies of all papers are available at: <https://www.gasgovernance.co.uk/SF/191217>

1. Introduction and Status Review

Approval of Minutes (13 November 2017)

The minutes of the previous meeting were approved.

2. Shrinkage and Leakage Report Consultation Update

PM explained that the draft report had been circulated on 09 November 2017 for consultation and that two responses had been received by the consultation close out date. All of the representations had then produced in the final Shrinkage and Leakage Report. This report had subsequently been published on the Joint Office Website on 15 December 2017 within the Consultation section and the report had also been sent to Ofgem. PM wanted to thank everyone for their assistance, time and input in helping to produce the report.

PM said the next steps regarding the content of the report was for the DM's to meet and establish how to progress the commitments that were detailed in the report. MH said that he was looking at the 4 commitments that had been developed with the Stakeholders and the Shrinkage Forum representatives, and he also wanted to offer this thanks to PM for his assistance in the report. It was agreed that the forthcoming meetings with the Transporters and DM's would be 'internal meetings' only until a formal response could be provided.

3. Terms of Reference

BF asked if anyone had any comments on the Terms of Reference. PM said he had reviewed them and felt they were all still relevant and correct. He added that he did feel that perhaps a Change Proposal was required and a subsequent amendment was needed to request that a minimum of 4 Shippers should be in attendance for the two face to face meetings each year, and that only 2 Shippers would be required for the Teleconference meetings. KD and GE both commented that they thought that could be difficult to ensure 4 Shippers were available for the face to face meetings, owing to the number of other Industry meetings that take place on a day to day basis. They both said that neither of them were comfortable in agreeing to this request or signing it off as they were representing their own specific companies. It was subsequently agreed that further discussions internally were needed in relation to this request.

BF proposed, as it was a Transporters meeting rather than a UNC Meeting, then perhaps the Shrinkage Forum could be established under the UNCC and then it would be formally confirmed as a Committee and have defined members. DM and KD both agreed that this was a good way forward and that it definitely warranted a wider debate.

BF said that this proposal would have to be discussed in detail with the Transporters and then if all were in agreement, a request would need to be submitted to the UNCC. He also added that the election process would need to be held in June 2018, and so it gave plenty of time for further discussion over the Winter months. PM agreed to discuss this proposal further with the Network Operators and Shippers and said he would supply feedback in due course.

New Action SF1201: SGN (PM) to discuss the proposal of a formal Committee status with defined members via the UNCC with the Network Operators and the Shippers and supply feedback at the 28 March 2018 meeting.

4. Review of Actions

SF1101: DNs to produce a compressed and aggregated Shrinkage Model on LDZ basis for Shippers to consider.

Update: It was agreed this action should be carried forward to the March meeting. **Carried forward.**

SF1102: DNs to produce a briefing pack of materials in relation to Shrinkage that could be published on the JO website. **Carried forward**

Update: It was agreed this action should be carried forward to the March meeting

SF1103: Shrinkage Forum members to review the Terms of Reference.

Update: It was agreed this action should be carried forward to the March meeting. **Carried forward.**

5. Any Other Business

None raised.

6. Diary Planning

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

Time/Date	Venue	Programme
10:30, Wednesday 28 March 2018	Teleconference	AiGT shrinkage analysis update
10:30, Wednesday 29 August 2018	Joint Office	Agenda to be confirmed
10:30, Wednesday 21 November 2018	Joint Office	Agenda to be confirmed
10:30, Tuesday 18 December 2018	Teleconference	Agenda to be confirmed

Action Table (as at 19 December 2017)					
Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
SF1101	13/11/17	3.0	DNs to produce a compressed and aggregated Shrinkage Model on LDZ basis for Shippers to consider.	DNs	Carried forward
SF1102	13/11/17	4.0	DNs to produce a briefing pack of materials in relation to Shrinkage that could be published on the JO website.	DNs	Carried forward
SF1103	13/11/17	6.0	Shrinkage Forum members to review the Terms of Reference.	All	Carried forward
SF1201	19/12/17	3.0	SGN (PM) to discuss the proposal of a formal Committee status with defined members via the UNCC with the Network Operators and the Shippers and supply feedback at the 28 March 2018 meeting.	SGN (PM)	Pending