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**Standards of Service Sub-committee Minutes**  
**Thursday 26<sup>th</sup> May 2005**  
**10 Old Bailey, London**

**Attendees**

Julian Majdanski (Chair)	JM	Joint Office of Gas Transporters
Helen Cuin (Secretary)	HC	Joint Office of Gas Transporters
Graham Wood	GW	BGT
Adam Frak	AF	SSE
Rosie McGlynn	RM	E.On
David Osman	DO	RWE NPower
Melinda Palmer	MP	NGT
Fiona Cottam	FC	xoserve
Melanie Pilkington	MP	xoserve
Tim Davis	TD	Joint Office of Gas Transporters

**1. Report on Action from February's SoS Sub-committee meeting**

FC clarified Performance Reporting of Nominations. **Action: Closed**

Legacy Obligations. MP suggested tracking MSL17a and MSL17b for 12 months. Suggestions would be welcomed on an alternative tracking mechanism. **Action: Transco**

Sub Cap Monitor. FC clarified future reporting and invoice generation. **Action: Closed**

**2. Performance and Payments to Date**

MP agreed to provide a new copy of performance figures from meeting (due to missing line on report circulated). **Action: Transco**

MP agreed to provide an explanation of all standards. **Action: Transco**

**3. Query Management - Reporting**

MP confirmed payments are minimal for compensation indicating Shippers receiving service required.

Confirmation was provided that xoserve have taken over Query Management reporting going forward.

**4. Change to the Process for Distribution Network Sales**

FC presented changes clarifying invoice production and back up data. FC confirmed SoS will be identifiable by Networks for certain standards but not all for example Queries. Presentation Attached.

Hive down confirmed as 1 May 2005 payable July.

National Summary available on SIS

**5. Diary Planning for Workstream**

Next Meeting:

Thursday 22 September 2005, 14:00, Novotel, Birmingham International Airport  
(following Meeting of Distribution Workstream)

**6. AOB**