

Governance Workgroup Minutes

Wednesday 05 November 2014

31 Homer Road, Solihull B91 3LT

Attendees

Les Jenkins (Chair)	(LJ)	Joint Office
Helen Cuin (Secretary)	(HC)	Joint Office
Abid Sheikh*	(AS)	Ofgem
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Azeem Khan	(AK)	RWE npower
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin*	(CB)	E.ON UK
David Addison	(DA)	Xoserve
Hilary Chapman	(HCh)	Xoserve
Lorna Lewin	(LL)	DONG Energy
Martin Connor	(MC)	National Grid
Richard Pomroy*	(RP)	Wales & West Utilities
Sean McGoldrick	(SM)	National Grid NTS
Steve Nunnington	(SN)	Xoserve

* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/dist/051114>

1. Introduction and Status Review

The minutes from the previous meeting were approved.

2. Workgroups

The following Workgroup meetings took place:

2.1. 0479S 0479A - Inclusion of email as a valid UNC communication

(Report to Panel 20 December 2014 – Papers at:

www.gasgovernance.co.uk/0479/051114

3. Issues

No new issues were raised.

4. Any Other Business

2.1. Proposed New Modification Template (for review)

LJ summarised the suggested key changes to the Modification Template. This included; the inclusion of a suggested timetable; changes to Section 1, which LJ highlighted is designed to provide an executive summary; a new Section 6 Impacts, relating to considerations required by proposers for any SCR or other significant industry change for example Project Nexus.

SM enquired if modifications submitted on the existing template would need to be converted by proposers to the new template to incorporate the new headings/sections. LJ clarified any additional considerations would be captured in the Workgroup Report to bring all modifications inline.

The Workgroup considered the Legal Text section and the inclusion for Transporters to provide Legal Text Commentary. LJ explained where it is deemed more appropriate due to size or

complexity Legal Text Commentary and Legal Text can be published as separate documentation alongside reports.

Some further refinements were suggested and made to the template. LJ confirmed the UNC Panel will consider the template on 20 November with a view to publishing version 3.0 shortly after.

5. Diary Planning

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

It was agreed there was insufficient business to warrant scheduling Governance meetings at this time. Future planned meetings will be communicated accordingly.

Time/Date	Venue	Workgroup Programme
TBC	TBC	TBC