

# **User Pays Contract Expert Group (UPCEG) Minutes**

## **Monday 13 January 2014**

### **via teleconference**

#### **Attendees**

Les Jenkins (Chair)	(LJ)	Joint Office
Mike Berrisford (Secretary)	(MB)	Joint Office
Colette Baldwin	(CB)	E.ON
Darren Jackson	(DJ)	Xoserve
Graham Wood	(GW)	Centrica
Lorna Mallon	(LM)	ScottishPower
Paul Orsler	(PO)	Xoserve

Meeting documentation can be found at: [www.gasgovernance.co.uk/up/2013](http://www.gasgovernance.co.uk/up/2013)

#### **1.0 Introduction**

Introducing the meeting, LJ explained that there is an annual requirement for UPCEG to meet and the next meeting would be arranged for November 2014.

#### **2.0 Review of Minutes**

The minutes of the previous meeting (05 November 2012) were accepted.

#### **3.0 Terms of Reference**

LJ advised that a copy of the Terms of Reference are available on the Joint Office web site should anyone wish to view them. When asked, no one raised any issues or concerns relating to the ToRs.

#### **4.0 Any Other Business**

##### Contract Related Change Order Update

DJ explained that there are currently no 'live' change orders relating to the contract.

##### Future Xoserve Funding and Governance Impacts

When asked whether or not there could be some contractual changes required going forward, DJ agreed to double check and provide one-to-one feedback in due course.

#### **5.0 Diary Planning**

The next meeting will be arranged for November 2014 to coincide with the UPUC meeting at the same time.