

**UNC Workgroup 0469S Minutes
Transporter Gas Safety Visit Reporting
Thursday 25 September 2014
at 31 Homer Road, Solihull B91 3LT**

Attendees

Les Jenkins (Chair)	(LJ)	Joint Office
Helen Cuin (Secretary)	(HCu)	Joint Office
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Andy Clasper	(AC)	National Grid
Anne Jackson	(AJ)	SSE
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Addison	(DA)	Xoserve
David Mitchell	(DM)	Scotia Gas Networks
Ed Hunter	(EH)	RWE npower
Hilary Chapman	(HCh)	Xoserve
Jeremy Guard	(JG)	First Utility
Kirsten Elliott-Smith	(KES)	Cornwall Energy
Richard Pomroy*	(RP)	Wales & West Utilites
Rob Johnson	(RJ)	Wingas
Steve Mulinganie*	(SM)	Gazprom

* via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0469/250914>

The Workgroup Report is due to be presented at the UNC Modification Panel by 20 November 2014.

1.0 Review of Minutes and Actions

1.1. Minutes

Approved.

1.2. Actions

None outstanding.

2.0 Workgroup Report

2.1. Amended Modification

AC provided a brief explanation of the recent changes to the modification on behalf of Andrew Margan, British Gas.

2.2. Consideration of Business Rules

The Workgroup considered the solution and the data item table.

The Workgroup agreed rather than debate the period of operation pre Nexus and the costs of agency reporting, the solution should take into account any subsequent period of change and ensure the solution to be implemented can easily facilitate any future change. The Workgroup suggested the proposer may want to identify likely future changes, the manageability of making such changes and reflecting these in the solution.

It was also requested that the Transporters provide a view of the costs and User Pays apportionment.

Action 0901: Transporter to provide a view of user pays costs and apportionment.

It was suggested that the proposer also considered making the example high-level and low-level report template reports within the solution section are provided as an illustration of the required minimum standard.

2.3. Consideration of Legal text

It was anticipated upon further amendment of the modification the Legal text would be provided for consideration on 23 October 2014.

2.4. Development of Workgroup Report

It was intended to conclude the Workgroup Report on 23 October 2014.

3.0 Next Steps

British Gas to amend modification and National Grid Distribution to provide Legal Text to allow conclusion of the Workgroup Report on 23 October 2014.

4.0 Any Other Business

None.

5.0 Diary Planning

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

The next meeting will take place within the Distribution Workgroup on:

Thursday 23 October 2014 at 31 Homer Road, Solihull B91 3LT

Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0901	25/0914	2.2	Transporter to provide a view of user pays costs and apportionment.	All Transporters	Pending