

## **Funding, Governance and Ownership Programme Overview Board**

**Friday 3<sup>rd</sup> October 2014**

### **Attendees**

Stephanie Shepherd (SS) Npower  
Nick Salter (NS) Xoserve  
Martin Baker (MB) Xoserve  
Nikki Jamieson (NJ) National Grid Transmission  
Paul Rogers (PR) National Grid Distribution  
Richard Pomroy (RP) Wales & West Utilities  
Matt Smith (MS) Xoserve  
Gethyn Howard (GH) IGT representative  
Colin Thomson (CT) Scotia Gas Networks

### **Apologies**

Steve Mulinganie (SM) Gazprom  
Hazel Ward (HW) Npower  
Seán McGoldrick (SMG) National Grid Transmission  
Hilary Chapman (HC) Xoserve  
Joanne Campbell (JC) Ofgem  
Elaine Carr (EC) Scottish Power  
Joanna Ferguson (JF) Northern Gas Networks

### **Summary of Discussion Points**

It was noted that as there was only one shipper representative present, this meeting was not quorate, meaning no decisions could be made. NJ requested a follow on meeting to get agreement on all outstanding actions.

### **Appointment of chair**

- MB/PR confirmed there had been no nominations for the position of chair. PR agreed to continue in the role but the action for this was carried forward.

### **Review of actions and minutes from previous meetings**

- Minutes were agreed by attendees.
- Actions:
  1. Request chair nominations - Carried forward
  2. HW to confirm with SM what the text of the declaration should be - Carried forward
  3. All parties to review their Approved Vendor Lists to see if there are any candidates who may be able to fulfil this role – Completed
  4. MS to circulate a note to non-attendees with a response by 12/09/14 – Completed
  5. PR to contact ENA to check their Approved Vendor List – Completed
  6. POB procurement sub-group to prepare draft statement of Programme Management Services – Completed
  7. POB procurement sub-group to prioritise skill set into essential and desirable - Completed

### **Appointment of Programme Manager**

- RT delivered an ENA presentation on the tender process, with an indicative timescale and plan for the appointment of the Programme Manager. NJ advised that there might need to be a 10 day stand down period once the Programme Manager was appointed before an official announcement was made (allowing unsuccessful bidders a window of opportunity to raise objections to the tender outcome). NS recommended that the contract terms and conditions

should be made public to ensure a level playing field for the prospective bidders. RP commented that as terms and conditions could be provided by the Programme Manager these should form part of the assessment criteria for selection

- **ACTION 08 MB to circulate a note to all POB members seeking approval of commencement of the tender process and delegation of selection responsibility to the Procurement Sub-Group**
- **ACTION 09 MB to send the draft ITT and timetable (to include 'stand down' window if required) to members of the Procurement Sub-Group to give opportunity for comment and to ensure support for the selection process activities prior to initiation of the tender**
- **ACTION 10 PR to engage Ofgem to discuss priority of FGO implementation and level of attendance at POB**

#### **Review of Programme Timeline**

- The timeline was reviewed and workstream groupings were looked at (in conjunction with the subsequent agenda item), it quickly became apparent that all the work streams would require a significant investment of stakeholder time and effort by the POB. It was discussed that other industry change appears to be taking priority over FGO matters, and it seemed unlikely that sufficient resources would be available to establish and progress the workstreams at this time
- RP requested that the priority of FGO activities be included for discussion at the COB meetings.
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#### **Review of Code Obligations**

- The group reviewed Joanna Ferguson's presentation on the scope and scale of work for reviewing the positioning of UNC obligations and the implications for Xoserve's contracts for the provision of Central Data Services.

#### **Ofgem Update**

- No additional update. The conclusions of the consultation in respect of changes to the legal and regulatory framework have not yet been published.

#### **Diary planning**

- Next meeting 07/11/14 Xoserve offices

#### **Summary of Outstanding Actions**

**ACTION 01** Request chair nominations – carried forward

**ACTION 02** HW to confirm with SM what the text of the declaration should be - Carried forward

**ACTION 08** MB to circulate a note to all POB members seeking approval of commencement of the tender process and delegation of selection responsibility to the Procurement Sub-Group

**ACTION 09** MB to send the draft ITT and timetable (to include 'stand down' window if required) to members of the Procurement Sub-Group to give opportunity for comment and to ensure support for the selection process activities prior to initiation of the tender

**ACTION 10** PR to engage Ofgem to discuss priority of FGO implementation and level of attendance at POB