

**UNC Workgroup 0469S Minutes
Transporter Gas Safety Visit Reporting
Thursday 23 January 2014
Consort House, 6 Homer Road, Solihull, B91 3QQ**

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HCu)	Joint Office
Alan Raper	(AR)	National Grid Distribution
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Andrew Margan	(AM)	British Gas
Andy Bowen	(AB)	RWE npower
Colette Baldwin	(CB)	E.ON UK
Darren Lond	(DL)	National Grid NTS
David Addison	(DA)	Xoserve
David Mitchell	(DM)	Scotia Gas Networks
Ed Hunter	(EH)	RWE npower
Erika Melén	(EM)	Scotia Gas Networks
Gareth Evans	(GE)	Waterswye
Hilary Chapman	(HCh)	Xoserve
Marie Clark	(MC)	Scottish Power
Mark Jones	(MJ)	SSE
Rob Cameron-Higgs	(RCH)	First Utility
Rob Johnson*	(RJ)	Wingas

* via teleconference

Copies of all papers are available at: www.gasgovernance.co.uk/0469/101213

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

1.0 Review of Minutes and Actions

1.1. Minutes

Minutes accepted.

1.2. Actions

1101: All parties to provide their views on any missing reporting items they would like to see added to the list in section 3 of the modification and to also consider whether the report(s) should be Shipper or industry based.

Update: AM amended modification to reflect feedback. **Complete.**

1201: DNs to collectively consider and provide a view on the data items to be reported.

Update: DNs to review the amended modification and provide a view on the data items to be reported. **Carried Forward**

1202: DNs to consider reporting and its associated costs.

Update: Further consideration required. **Carried Forward.**

2.0 Amended Modification

AM provided an update on the amended modification.

The Workgroup considered the gas safety requirements, the various scenarios encountered and what needs to be included in the reporting for Shippers to be able to monitor what has happened on site.

The workgroup considered the different meter point status, the capping of meters and the distinctions required. It was suggested the data items contained in the table were reworded.

AR offered to review the amended modification and provide a view on the data items.

3.0 Any Other Business

None.

4.0 Diary Planning for Review Group

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

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

Tuesday 27 February 2014, at 10:30, Consort House, 6 Homer Road, Solihull B91 3QQ

Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1101	08/11/13	2.0	To provide their views on any missing reporting items they would like to see added to the list in section 3 of the modification and to also consider whether the report(s) should be Shipper or industry based.	All	Complete
1201	10/12/13	2.0	DNs to collectively consider and provide a view on the data items to be reported.	DNs	Carried Forward
1202	10/12/13	2.0	DNs to consider reporting and its associated costs.	DNs	Carried Forward