

UNC Offtake Arrangements Workgroup Minutes
Monday 07 October 2013
Consort House, 6 Homer Road, Solihull B91 3QQ

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HCu)	Joint Office
Alison Chamberlain	(AC)	National Grid Distribution
Alison Drummond*	(AD)	EDF Energy
Ben Glover	(BG)	Centrica
Ben Kirkman	(BK)	GL Noble Denton
Bethan Winter*	(BW)	Wales & West Utilities
Colette Baldwin	(CB)	E.ON UK
David Mitchell	(DM)	Scotia Gas Networks
Graham Wood	(GW)	British Gas
Helga Clarke	(HCI)	National Grid NTS
Jacek Krawaczynski	(GW)	British Gas
Joel Martin	(JM)	Scotia Gas Networks
John Bolland*	(JB)	Scottish Power
John Passey	(JP)	National Grid NTS
Keith Vugler	(KV)	Kelton Engineering
Mark Jones*	(MJ)	SSE
Stuart Gibbons	(SG)	National Grid Distribution
<i>Tom Connolly*</i>	<i>(TC)</i>	<i>Scottish Power</i>

**via teleconference*

Copies of all papers are available at: www.gasgovernance.co.uk/OA/071013

1. Introduction and Stats Review

1.1. Review of minutes

The minutes of the previous meeting were accepted.

1.2. Review of actions

None outstanding.

2. Significant Measurement Error Update

2.1. SC006 Aberdeen MTA

KV provided a presentation on behalf of Kelton Engineering and GL Noble Denton published on the Joint Office website at: www.gasgovernance.co.uk/OA/071013

KV provided an overview of the summary report and how they the ITEs had collaborated to produce the final report. This included an overview of the areas where the ITEs did not agree in their original reports and the process adopted to reach agreement. They determined the error should be determined based on flow rates not a single correction factor.

The Significant Measurement Error Reports and Summary Report provided have been published on the Joint Office website at: www.gasgovernance.co.uk/MER/SC006.

The Workgroup agreed to provide any comments on the Summary Report by 18 October 2013 to allow ITE responses by 28 October 2013 ahead of the 05 November Offtake Arrangement Workgroup Meeting. The Workgroup hoped the Summary Report could be recommended for approval to the Offtake Committee on 05 November 2013.

TC asked when invoicing is likely to take place and the amounts to be invoiced. JP envisaged National Grid requiring a month to undertake the calculations and validations. It was anticipated Xoserve would process the invoice in January 2014. The Workgroup requested an update at the next meeting on the expected timescales for the invoice.

2.2. WM014 Atherstone MRA

It was understood that National Grid NTS are processing the Measurement Error Report provided. An update will be provided on progress next month on the progress of signing off the Measurement Error Report.

3. Issues

3.1. ISS 0040 - Review of Measurement Error Register and Notification Guidelines

Topic on hold until December 2013.

3.2. New Issues

None raised.

4. Any Other Business

The signing

5. Diary Planning for Workgroup

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

Offtake Arrangements Workgroup meeting will take on:

Tuesday 05 November 2013, at 10:00, Teleconference / Consort House, 6 Homer Road, Solihull, B91 3QQ

Tuesday 26 November 2013, at 10:00, Teleconference

Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update