

Minutes of the UNC Offtake Committee
Wednesday 08 August 2007
held at 31 Homer Road, Solihull B91 3LT

Attendees

Julian Majdanski (Chair)	(JM)	Joint Office of Gas Transporters
Lorna Dupont (Secretary)	(LD)	Joint Office of Gas Transporters
Alexandra Campbell	(AC)	E.ON UK
Brian Durber	(BD)	E.ON UK
Liz Spierling	(LS)	Wales and West Utilities
Paul Gallagher	(PG)	National Grid NTS
Richard Wilson	(RW)	National Grid NTS
Simon Howe	(SH)	RWE Npower
Stefan Leedham	(SL)	EDF Energy
Stuart Gibbons	(SG)	National Grid Distribution

Apologies

Alan Raper	National Grid Distribution
Beverley Grubb	Scotia Gas Networks
Mark Freeman	National Grid Distribution

1 Note of any alternates attending the meeting

None.

2 Review of Minutes and Action(s) from Committee Meeting 16 May 2006

2.1 The minutes were accepted.

3 Offtake Subsidiary Documents – matters for review

Updates were provided to the following actions:

3.1 The SCO Interface Procedures (T/PM/SCO/1 – T/PM/SCO/4)

Action 1006OC: RCH to liaise with DNs on the potential withdrawal of references to the SCO Interface Procedure from the UNC OAD. **Update 08/08/07:** No update was available. **Action carried forward to September meeting.**

3.2 Validation Procedures (T/PR.ME2 Parts 1 to 3 and T/PR.GQ/3)

Action 1007OC: SG to investigate further the need for review and update of the Validation Procedures. **Update 08/08/07:** SG advised that IGEM appeared willing to take these on; the level of detail was to be revised to a higher level, and an internal paper was currently being put together. SG confirmed that each Network would have its own Work Procedures. SG will provide a further update. **Action carried forward to September meeting.**

3.3 Emergency Procedure E2 (DN/PM/E/2/E)

Action 1008OC: LS to liaise with the Forum to initiate amendments to E2. **Update 08/08/07:** No update available. **Action carried forward to September meeting.**

3.4 The Offtake Communications Document

No progress to report.

4 Any Other Business

None raised.

5 Date of Next Meeting

The next UNC Offtake Committee meeting will follow the UNC Offtake Arrangements Workstream meeting (date and venue to be confirmed).