

Review Group 0131 Minutes
Tuesday 25 September 2007
31 Homer Road, Solihull, B91 3LT

Attendees

Julian Majdanski (Chair)	JB	Joint Office of Gas Transporters
Helen Cuin (Secretary)	HC	Joint Office of Gas Transporters
Alison Chamberlain	AC	National Grid Distribution
Bali Dohel	BD	Scotia Gas Networks
Claire Thorneywork	CT	National Grid NTS
Richard Hall	RH	Ofgem
Simon Trivella	ST	WWU
Stefan Leedham	SL	EDF Energy
Steve Pownall	SP	National Grid NTS
Linda Whitcroft	LW	xoserve
Richard Wilson	RW	NTS Shrinkage Manager

Apologies

Brian Durber	BD	E.ON UK
Chris Hill	CH	RWE npower
Joel Martin	JMa	Scotia Gas Networks
Karen Kennedy	KK	Scottish Power
Ndidi Njoku	NN	Ofgem

Meeting not quorate.

1 Review of Minutes and Action

1.1 Review of Minutes

The minutes of the previous meeting were approved.

1.2 Review of Actions

Action 0012: RCH to enquire about the ability to restrict Companies from being added to the list of independent experts.

Action update: RCH not present

Action 0013: SL and Joint Office to amend/update the Review Group Report and Ancillary document to reflect discussions held and publish before the next meeting inviting comments in preparation for September's meeting.

Action update: Complete

2 Review Group Discussion

SL confirmed that an updated version of the draft Review Group Report, which incorporated comments from National Grid Gas, had been produced for discussion at this meeting.

During the consideration of the Review Group Report it was agreed that any sub-committee meeting convened under the Offtake Committee to consider measurement errors would only be quorate where at least two Transporters (one upstream and one downstream) and two Shippers were present.

The Transporters believed that the Business Rules needed to be approved by the Offtake Committee prior to the Modification Proposal being raised. SL disagreed and believed that the Modification Proposal could be raised before production of the Business Rules suggesting the Business Rules could be developed within the implementation lead time. SL believed that if the Transporters wish the Business Rules to be incorporated into the Modification Proposal then these would need to be produced by the Transporters before the November UNC Panel Meeting. SL expressed his concern with the progress of the Review Group and reminded the meeting that a Modification Proposal could be raised by a Shipper for the November Panel Meeting, if the Business Rules were not forthcoming.

It was agreed that the Modification Proposal, draft guidelines and process flow diagrams that have been developed so far would not form part of the Review Group Report however the latter two would be made available on the Joint Office Website to aid the development of the Business Rules by the Transporters.

3. Diary Planning for Review Group

None.

4. AOB

None.

APPENDIX A.**ACTION LOG - Review Group 0131**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
RG0131 0010	30/05/07	1.1	ST to raise a topic at the OA Workstream to review areas of the OAD which are linked to Review Group 0131 issues.	WWU (ST)	Action: Complete
RG0131 0011	30/05/07	2.13	SL to produce a flow chart showing the proposed process and, in conjunction with the Joint Office, first draft of the Review Group Report including a draft Modification Proposal.	EDF (SL)	Action: Complete
RG 0131 0012	22/08/07		RCH to enquire about the ability to restrict Companies from being added to the list of independent experts.	NGN (RCH)	Action: Closed
RG 0131 0013	22/08/07		SL and Joint Office to amend the Review Group Report and Ancillary document to reflect discussions held and publish before the next meeting inviting comments in preparation for September's meeting.	EDF and Joint Office (SL and JM)	Action: Complete