

Review Group 0177 Minutes
Wednesday 14 November 2007
Renewal Conference Centre, Solihull, B91 2JR

Attendees

John Bradley (Chair)	(JB) Joint Office of Gas Transporters
Mike Berrisford (Secretary)	(MiB) Joint Office of Gas Transporters
Alan Raper	(AR) National Grid Distribution
Brian Durber	(BD) E.ON UK
Joanna Ferguson	(JF) Northern Gas Networks
Joel Martin	(JM) Scotia Gas Networks
John Welch	(JW) RWE Npower
Marie Clark	(MC) ScottishPower
Mark Jones	(MJ) SSE
Mark Linke	(ML) Centrica
Phil Broom	(PB) Gaz de France
Phil Lucas	(PL) National Grid Distribution
Richard Street	(RS) StatoilHydro
Sham Afonja	(SA) RWE Npower
Sallyann Blacket	(SB) E.ON UK
Sue Davies	(SD) Wales & West Utilities
Stefan Leedham	(SLe) EDF Energy
Samuel Lydgate	(SLy) Shell Gas Direct
Steve Marland	(SM) National Grid Distribution
Steve Nunnington	(SN) xoserve
Simon Trivella	(ST) Wales & West Utilities
Steve Taylor	(ST) Centrica
Tina Brobby	(TB) Shell Gas Direct

1. Introduction and Review Group Operation

JB welcomed members to the first meeting and explained that the intention was for the Review Group to run for 6 months, culminating in a Review Group Report being produced for the April 2008 UNC Panel Meeting.

2. Outline of Proposal

SB introduced the Proposal raised by E.ON UK and highlighted the following points of interest:

- Raised to review the existing AQ regime
 - Changes in demand patterns over last few years has seen a reduction in AQ and instability appear
 - 2012 UK Link rewrite provides an ideal opportunity for change
- Identification of suitable solutions such as rolling AQ
- Consideration of Smart Metering and Automatic Meter Reading (AMR) solutions
- Examination of appropriate timing frequencies and control mechanisms

3. Consider Terms of Reference

Chair (JB) introduced the draft Terms of Reference which were based upon the Proposer's original suggestions and invited the group to review them.

Members discussed various changes to the document, which JB proceeded to update during the meeting, culminating in version 0.2 being approved by the members present.

A summary of the changes is provided as follows:

- New sentence added to the Background section, paragraph 3 to read 'Potential implementation prior to UK Link Replacement is also worth consideration';
- Addition of the term 'Smart Metering and.....' in paragraph 4;
- Expansion of the Scope and Deliverables item 4 to read '....., including any phased implementation.';
- Expansion of the Scope and Deliverables item 5 to read '....., both before and as part of the UK Link Replacement';
- Expansion of the Scope and Deliverables item 6 to include acknowledgment of the level of detail required to assess advantages and disadvantages';
- Addition of a new item at 8 and subsequent renumbering of 8 & 9 as 9 & 10;
- The addition of a new sentence following the last bullet point under Limits, to read 'Other than the details required in order to reach a conclusion on the way forward', and finally
- Selection of the review group membership.

Members asked if there was any information available that would enable them to undertake a cost/benefit analysis. SN responded that there would certainly be a cost involved in undertaking any of the proposed solutions, but that any indication at this stage would be conceptual only. ST agreed to undertake an action to discuss this with xoserve (SN) with a view to identifying the possible impacts and associated costs of implemented changes both prior to, and as part of the 2012 UK Link Replacement programme.

Members also believe the iGT Panel should be updated on the work and progress being undertaken by this group. MC agreed to take an action to update the iGT Panel, as and when required.

Members suggested that following the establishment of Review Groups 0177 and 0178, Review Group 0168 might not remain relevant and could well be withdrawn in due course.

A copy of the revised Terms of Reference (v1.0) is available to view or download from the Joint Office of Gas Transporters web site at:

<http://www.gasgovernance.com/Code/Reviews/RG0177/ToR/>

Action RG0177/001: WWU (ST) and xoserve (SN) to identify the possible impacts and associated costs of implemented changes both prior to, and within, the 2012 UK Link Replacement programme.

Action RG0177/002: ScottishPower (MC) to update the iGT Panel, as and when required.

4. Review Group Process

Chair (JB) asked members to consider what items should be included on the agenda for the next meeting. The suggestions being:

- The current end to end AQ process including appeals and amendments, and

- All members to consider their respective companies issues with the AQ process (+ & -)

Chair (JB) asked members to nominate a location for the group meetings, to which the consensus was London. Thereafter, members indicated that they were happy to meet on a monthly basis and suggested that the next meeting should be scheduled for 12 December 07. MiB agreed to take an action to arrange a meeting, preferably in London but if Elexon was not available in the Midlands.

Action RG0177/003: Joint Office (MiB) to ensure that the December agenda includes the above items.

Action RG0177/004: Joint Office (MiB) to arrange the 12 December 07 meeting, if possible, and confirm the details as soon as possible.

5. Diary Planning for Review Group

10:00, 12 December 2007 at a location to be confirmed.

6. AOB

None.

APPENDIX A.**ACTION LOG - Review Group 0177**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
RG0177/ 001	14/11/2007	3.0	Identify the possible impacts and associated costs of implemented changes both prior to, and within, the 2012 UK Link Replacement programme.	WWU & xoserve (ST & SN)	Update due at 12 Dec 07 meeting.
RG0177/ 002	14/11/2007	3.0	Update the iGT Panel, as and when required.	ScottishPower (MC)	Update due at 12 Dec 07 meeting.
RG0177/ 003	14/11/2007	4.0	Ensure that the December agenda includes the above items.	Joint Office (MiB)	Update due at 12 Dec 07 meeting.
RG0177/ 004	14/11/2007	4.0	Arrange the 12 December 07 meeting, if possible, and confirm the details as soon as possible.	Joint Office (MiB)	Update due at 12 Dec 07 meeting.

*** Key to action owners**

- MiB Mike Berrisford, Joint Office of Gas Transporters
 JB John Bradley, Joint Office of Gas Transporters
 ST Simon Trivella, Wales & West Utilities
 SN Steve Nunnington, xoserve
 MC Marie Clark, ScottishPower