

## **User Pays Contract Expert Group Minutes**

**Monday 11 May 2009**

**at**

**Energy Networks Association, 6<sup>th</sup> Floor, Dean Bradley  
House, 52 Horseferry Road, London SW1P 2AF**

### **Attendees**

Tim Davis (Chair)	TD	Joint Office
John Bradley (Secretary)	JB	Joint Office
Colette Baldwin	CB	E.ON
Dave Hayton	DH	RWE npower
Nick Reeves	NR	xoserve
Helen Barratt	HB	xoserve
Jemma Woolston	JW	Shell Gas Direct
Kevin Woollard	KW	British Gas
Lorna Gibb	LG	Scottish Power
Mark Cockayne	MC	xoserve
Rosie McGlynn	RM	EDF Energy
Sharon Cole	SC	Scottish and Southern Energy

### **1.0 Introduction**

TD welcomed attendees to the first formal meeting of the Group, and confirmed that the requirements for quoracy had been met.

### **2.0 Appoint Chairman and Secretary**

It was noted that, in accordance with the Terms of Reference, xoserve had invited TD to serve as Chairman. Members agreed with this appointment. The Terms of Reference provide for the Chair to appoint a Secretary, and TD said that this would normally be Lorna Dupont although JB had been appointed for this meeting.

### **3.0 Review of Terms of Reference**

The Terms of Reference were unanimously approved.

### **4.0 Any Other Business**

None.

### **5.0 Next Meeting**

To be arranged when required.