

## Governance Workgroup Minutes

Tuesday 18 March 2014

ENA, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF

### Attendees

Les Jenkins (Chair)	(LJ)	Joint Office
Bob Fletcher (Secretary)	(BF)	Joint Office
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Amanda Rooney*	(AR)	Ofgem
Chris Warner	(CWa)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Addison	(DA)	Xoserve
Erika Melen	(EM)	Scotia Gas Networks
Indre Deksnyte	(ID)	Northern Gas Networks
Lorna Lewin	(LL)	DONG Energy
Martin Connor	(MC)	National Grid NTS
Sean McGoldrick	(SMc)	National Grid NTS
Steve Edwards*	(SE)	Wales & West Utilities
Steve Mulinganie	(SM)	Gazprom
Tim Davis	(TD)	Gazprom
Tracey Lake	(TL)	National Grid Distribution

\* by teleconference

### 1.0 Introduction and Status Review

LJ introduced the meeting.

- 1.1 The minutes from the previous meeting were deferred.

**Action GOV/1101:** Comments on the Guidelines for the Provision of Legal Text in Support of Uniform Network Code Modifications to be provided to GE by 04 December 2013. **Update:** The Workgroup agreed this action should be closed as comments were provided and the modification is well advanced. **Closed**

**Action GOV/0101:** Produce a process out line of the actions that can be taken following Send Back. **Update:** The flow diagram was discussed during the meeting - See item agenda 3.2. **Closed**

### 2.0 Workgroups

The following Workgroup meetings took place:

- 2.1 0484S - Guidance for the production of legal text  
(Report to Panel 15 May 2014 – Papers at:  
[www.gasgovernance.co.uk/0484/180314](http://www.gasgovernance.co.uk/0484/180314))
- 2.2 0479S – Inclusion of email as a valid UNC communication  
(Report to Panel 17 July 2014 – Papers at:  
[www.gasgovernance.co.uk/0479/180314](http://www.gasgovernance.co.uk/0479/180314))

### 3.0 Issues

#### 3.1 ISS 0057 Options for the provision of legal text

The Workgroup agreed to close this issue as it has been superseded by Modification 0484S – closed.

#### 3.2 New Issue – ISS0061 - Review of Modification Rules relating to the Variation of modifications sent back by Ofgem

LJ explained the send-back process and asked participants to consider how the rules should apply going forward, as it is likely that the intent of the process is not mirrored in the modification rules.

Participants discussed the process diagram provided and were content with following the guidance provided.

The Workgroup agreed to close this issue.

#### 4.0 Any Other Business

None raised.

#### 5.0 Diary Planning for Workgroup

The next meeting is planned for Thursday 17 April 2014, at the ENA.

**Action Table – Governance Workgroup**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
GOV/1101	21/11/12	3.2	Comments on the Guidelines for the Provision of Legal Text in Support of Uniform Network Code Modifications to be provided to GE by 04 December 2013.	All	Closed
GOV/0101	16/01/14	2.3	Produce a process out line of the actions that can be taken following Send Back.	Joint Office (BF)	Closed