

JOINT GOVERNANCE ARRANGEMENTS COMMITTEE
MINUTES OF THE 32nd MEETING HELD ON WEDNESDAY 22 OCTOBER 2014

Attendees:

Representatives: E Melen (EM), Scotia Gas Networks; N Jamieson (NJ), National Grid NTS; P Rogers (PR), (Chair) National Grid Distribution and S Parker (SP) Northern Gas Networks

Joint Office: L Jenkins (LJ) and R Fletcher (RF)

Also in attendance: None

Apologies

S Edwards Wales & West Utilities

32.1. Introductions**32.2. Minutes of last meeting and actions arising**

The minutes from the last meeting were approved.

JGAC2303: Representatives to provide a view on moving to the JO managing a centralised service for legal text provision.

Update: SP felt it would be beneficial to consider the provision of legal text again, possibly at a specific meeting as the existing arrangements may not be suitable going forward. There are issues to be considered with pre and post Nexus versions of UNC and central provision may be of benefit. He would also like to consider current position of transporters providing text and should other parties be allowed to do so.

LJ suggested that central provision would change the role of the JO and asked whether it would be right for the JO to be central to the process rather than facilitating it. PR agreed it would be useful to discuss the provision of text at a specific meeting and this also includes the funding of text provision.

Members agreed to review text provision again at a separate meeting with JGAC members, commercial and legal representatives from transporters, to allow options to be considered ahead of the meeting. LJ agreed to arrange a meeting in early 2015. To inform this meeting, LJ to compile options and issues from thoughts provided by members.

New Action JGAC3201: LJ to arrange a meeting to discuss the provision of legal text including, JGAC, commercial and legal representatives from transporters.

New Action JGAC3202: All to provide views on the provision of legal text to LJ for compilation and circulation ahead of the next meeting.

32.3. JO Performance H1 2014/15**32.3.1 CACoP KPIs**

LJ provided an overview of the recent quarterly performance against the KPIs

where they were relevant. LJ drew attention in particular to the efforts being made to deliver workgroup outputs in a timely manner, with a focus being on better planning to reduce the number of extension requests granted at Panel. Members agreed that the KPIs suggested that the process was operating well, whilst recognising that much of this was a product of the complexity of the modifications completing their governance cycle this quarter.

32.3.2 Customer Satisfaction

LJ provided an overview of the quarterly customer satisfaction report and the proposed actions to address some of the concerns raised, although it was noted that satisfaction remains high.

NJ offered to provide their experiences with systems and how they have helped to resolve some of the communication problems they were encountering.

SP raised concerns about the legal text representatives being used to develop modification solutions rather than by the proposer. LJ agreed that the preference is for the modification to be developed by the workgroup. EM agreed that this is preferable but sometimes the Shipper may not know enough about transporter processes to be able to provide the detail needed.

LJ suggested adopting a checklist for proposers and legal reps to consider before text is formally requested to ensure the business rules are in a fit state to drive the text.

32.3.3 Finance – H1 Report

LJ provided an overview of the financial report, which shows that expenditure was well within budget. No issues were raised at the meeting.

Members thanked LJ for the update of JO performance. They were pleased to note that a strongly positive customer satisfaction was being maintained and confirmed that plans put in place to further improve the services provided by the JO were appropriate. Members were pleased by the progress made and the efforts of the JO staff.

32.4. JGAA – amendments to accommodate the Independent Panel Chair

32.4.1 Obligations to recruit / funding (Section 8?)

LJ asked if there should be an update to sections 4 and 8 of the JGAA to reflect the recruitment of an independent Panel Chair. PR agreed to review the JGAA and propose amendments if appropriate.

32.4.2 UNC Modification Procedures - roles (Schedule 4 para 2 (b) & (c))

See 32.4.1 above.

32.4.3 Any other matters for the JGAA

No other items raised.

32.5. Any Other Business**32.5.1 Video/Teleconferencing – update**

LJ advised that progress was slower than anticipated, as the anticipated provision by NG is considered to be expensive and other options were to be considered.

PR suggested the ENA as a source of information as they use video conferencing on a regular basis. SP suggested contacting S Edwards as he uses video conferencing.

32.5.2 Website upgrade – update

LJ explained the progress made to date to upgrade the website and its security arrangements. The aim is to include a more holistic view on IS support for the future in the next budget to ensure the service is managed on a professional basis.

32.6. Date Planning and Content of Next Meeting

Meeting to be arranged to discuss the proposed JGAA amendments.

Action Summary

Action Ref	Meeting Date(s)	Minute Ref	Action	Owner	Status Update
JGAC 2303	13/09/13	23.6	Representatives to provide a view on moving to the JO managing a centralised service for legal text provision	Representatives	Carried forward
JGAC 3201	22/10/14	32.2	Arrange a meeting to discuss the provision of legal text including, JGAC, commercial and legal representatives from transporters	Joint Office (LJ)	Pending
JGAC 3202	22/10/14	32.2	All to provide views on the provision of legal text to LJ for compilation and circulation ahead of the next meeting.	ALL	Pending