

Change Overview Board Agenda

10:00 Monday 01 September 2014

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

(<http://2010.energynetworks.org/office-location-and-travel-inf/>)

1.0 Introduction and Status Review

1.1 Review of Minutes

1.2 Review of Actions

2.0 Planning

2.1 Short to Medium Term Planning Overview *(relates to deliverables that are essentially defined and due for delivery over the next 18 – 24 months)*

2.1.1 UK Link Programme - Dashboard and supporting information

2.1.2 Change Portfolio – Timeline and Dashboards

2.1.3 Critical Path Overview

2.1.4 UK Link Programme Plan – End Stage Assessments – *Update due at November meeting*

2.2 Medium to Long Term Strategic Planning Overview – Update

2.2.1 Data Capture – Pilot Process

2.2.2 Update on ICOSS Letter (Project Management and independent Project Assurance for Major industry projects)

3.0 Issues for discussion

4.0 Any Other Business

5.0 Diary Planning

Please contact the Joint Office if you wish to use teleconference facilities for this meeting

Contact Details: enquiries@gasgovernance.co.uk

Papers available at: www.gasgovernance.co.uk

Action Table – Change Overview Board (04 August 2014)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
COB 0704	07/07/14	2.1.2	Clarify the basis upon which National Grid places a change freeze on iGMS for the winter period including, where relevant, specific obligations and/or risks that necessitate this.	National Grid NTS (BV)	Assessment of any material impacts to be made at the October meeting Carried forward
COB 0706	07/07/14	2.2.3	<i>Freedom of Information (FOI) requests</i> – Confirm the Transporters' status/position and Xoserve's status/position.	Xoserve (NS)	<i>Updates required at next meeting</i> Carried forward
COB 0801	04/08/14	2.	<i>Roles and Responsibilities</i> - Produce a structure chart/diagram illustrating how the various groups and authorities involved in these industry changes interlink and interact, to clarify (where known) where the roles/responsibilities for certain tasks/decisions lie.	Xoserve (SS)	Pending
COB 0802	04/08/14	3.1.3	<i>Critical Path Overview</i> –Add in Gemini Consequential Changes, Data Enquiries, and CMS.	Xoserve (SS)	Pending
COB 0803	04/08/14	3.1.3	<i>Critical Path Overview</i> – Provide visibility of the iGT stream to help build industry confidence.	Xoserve (SS)	Pending
COB 0804	04/08/14	3.1.4	<i>End Stage Assessments/Key checkpoints for the industry</i> – Develop and propose draft criteria for review and discussion at the November meeting.	Xoserve (SS)	<i>Due at November meeting.</i> Pending

Please contact the Joint Office if you wish to use teleconference facilities for this meeting

Contact Details: enquiries@gasgovernance.co.uk

Papers available at: www.gasgovernance.co.uk

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
COB 0805	04/08/14	3.2	<i>Data Capture - Pilot Process</i> – a) Ofgem to issue an email (via the Joint Office) to request participation in the pilot. b) Ofgem to collate and anonymise the data received and forward to Xoserve. c) Xoserve to process the data received and present results to October COB.	Ofgem (JD) and Xoserve (SS)	Pending

Please contact the Joint Office if you wish to use teleconference facilities for this meeting

Contact Details: enquiries@gasgovernance.co.uk

Papers available at: www.gasgovernance.co.uk