

**UNC Workgroup 0518S Minutes
Enhancement to the Gas Safety
Friday 12 December 2014
31 Homer Road, Solihull, B91 3LT**

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Ian Hollington (Secretary)	(IH)	Joint Office
Alex Ross-Shaw	(ARS)	Northern Gas Networks
Azeem Khan	(AK)	Npower
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON UK
David Mitchell	(DM)	Scotia Gas Networks
Edward Hunter	(EH)	Npower
Gareth Evans	(GE)	WatersWye
Hilary Chapman	(HCh)	Xoserve
Kirsten Elliott-Smith	(KES)	Cornwall Energy
Lorna Lewin	(LL)	DONG Energy
Mark Jones	(MJ)	SSE
Martin Connor	(MC)	National Grid NTS
Rob Johnson	(RJ)	Wingas
Shiv Singh	(SS)	National Grid Distribution
Steve Mulinganie*	(SM)	Gazprom

* *via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0518/121214>

The Workgroup Report is due to be presented at the UNC Modification Panel by 18 June 2015.

1.0 Review of Minutes and Actions

1.1. Minutes

Approved.

1.2. Actions

None.

2.0 Workgroup Report

Workgroup agreed to consider: Management of back billing; Additional Information Feeds for the monthly report; Review of business rules; Timeline; the Scale of the issue, Project Nexus and Customer interactions.

2.1. Management of back billing

HCh provided an overview of the billing process, which is that implemented for Modifications 0424 and 0425 – this modification would not be implementing a separate billing solution.

2.2. Additional Information Feeds for the monthly report

CB challenged the availability of additional information, what would be provided to allow a shipper to make further investigations. HC advised this is likely to be the receipt of meter reads or updates to asset details

2.3. Review of business rules

DM provided a step by step overview of the business rules, he also agreed to number the business rules so that they would be easier to follow and comment on in future.

CB challenged whether 30 days was sufficient time for Shippers to conclude their investigations as some of these will require site visits which would take time to arrange. DM agreed to review this and consider whether 60 or 90 days would be more suitable. CW felt that it could be left at 30 days with Shippers requesting more time for those sites that need it.

HC confirmed that where a Shipper identifies a site that should be removed from the GSR list, it would remain on the report until the transporter process confirms its removal from the report at the 12 months investigation. Unfortunately it would not be possible to change the process at this time.

2.4. Timeline

DM agreed to provide a timeline to help the workgroup understand the process steps.

2.5. Scale of the issue

DM agreed to provide an update at a future meeting.

2.6. Project Nexus

Item deferred until the next meeting.

2.7. Customer interactions

Item deferred until the next meeting.

3.0 Next Steps

Workgroup to consider: Business rules; Timeline; the Scale of the issue, Project Nexus and Customer interactions.

4.0 Any Other Business

None.

5.0 Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/Diary

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
	31 Homer Road, Solihull, B91 3LT	Topics for further consideration: Business rules Timeline Scale of the issue Project Nexus Customer interactions