

Offtake Committee Minutes
Wednesday 30th November 2005
Ramada, Solihull

Attendees

John Bradley (Chair)	(JB)	Joint Office
Dennis Rachwal (Secretary)	(DR)	Joint Office
Steve Featherstone (nominated member)	(SF)	Scotia Gas Networks
Mark Freeman (nominated member)	(MF)	National Grid UKD
Liz Spierling (member)	(LS)	Wales and West Utilities
Paul Roberts	(PR)	National Grid NTS
Iain Ward	(IW)	National Grid DNCC
Robert Cameron-Higgs (member)	(RCH)	Northern Gas Networks
Dave Adlam	(DA)	National Grid NTS
Andrew Fox (nominated member)	(AF)	National Grid NTS
Bethan Winter	(BW)	National Grid DNCC
Nigel Sisman	(NS)	National Grid NTS

1. Status review

The minutes from 2-Nov-05 were accepted. The Committee was quorate for decision making since all relevant transporters were represented.

2. Inter-transporter Matters of Implementation

Modification 044 'Revised Emergency Cash Out and Curtailment Arrangements'

It was agreed that the recent inter-transporter trial of the ECQ procedure had not revealed any major issues, and Networks felt there the procedure to provide detailed data to individual shippers could be satisfied within D+4 as specified.

Modification 033 'Notification of Users of Emergency Incidents – Impacts on Code Communications'

Independent DNs requested information from National Grid regarding its plans to update its web solution for communication of emergency gas incidents such that a common transporter system could be explored.

Action OC1002 National Grid (AF/MF) to explore the potential for National Grid web based system for communication on gas emergency incidents to be developed as a common system for other relevant transporters.

3. Matters for Review in Offtake Subsidiary Documents

a) SCO Interface Procedures (referred to in OAD Section C3);

Action OC1000 LS/AF confirmed that technical review was in progress with the relevant inter-transporter forum. A revised document would be submitted to Offtake Committee for consideration and agreement.

- b) Offtake Communications Document (referred to in OAD Section M);
- Action OC1001 Closed** National Grid NTS (AF) submitted a proposal to revise Offtake Communications Document to reflect implementation of modification 045 was circulated to the Committee on 23-Nov-05. The proposal also included elements to correctly reflect information flows where there had previously been flaws in the document, and also to reflect the name change of National Grid.
- The Committee unanimously agreed to all elements of the proposed change.
- Action OC1003** Joint Office (DR) to amend the Offtake Communications Document as agreed by the Committee and published revised version on Joint Office web site.
- c) Validation Procedures (referred to in OAD Section D3);
- No review matters identified.
- d) Emergency Procedures E2 (referred to in OAD Section C2.3);
- Wales and West Utilities (LS) reported that following investigations it was confirmed there is a version of the E2 emergency procedure that may be made available to market participants when asked for.
- e) Document TD76 (Temperature Demand Methodology) (referred to in OAD Section H1.3.1);
- The Committee agreed that review and revision of this document should continue to be on hold pending Offtake Arrangements Workstream review of the planning process commencing February 2006
- f) Hazardous Area Drawings;
- It was agreed that Hazardous Area Drawings should exchanged between relevant Heads of Networks such that adjoining owners would co-operate to achieve appropriate accuracy.

4. Schedule of Future Meetings

Date: Wednesday 4 January 2006

Venue: Solihull – detail to be confirmed