

User Pays User Group Minutes

Monday 01 July 2013

via teleconference

Attendees

Tim Davis (Chair)	(TD)	Joint Office
Lorna Dupont (Secretary)	(LD)	Joint Office
Darren Jackson	(DJ)	Xoserve
Lorna Lewin	(LL)	DONG Energy
Naomi Anderson	(NA)	EDF Energy

Meeting documentation can be found at www.gasgovernance.co.uk/up/2013

1.0 Introduction

TD welcomed participants. As the meeting was not quorate, the proceeding business was addressed informally as a User Pays User Group meeting.

1.1 Minutes of previous meeting

The minutes from the meeting (March 2013) were accepted.

1.2 Actions

There were no actions outstanding.

2.0 Change Management Update

No business to discuss.

3.0 Operational Update

3.1 Data Centre Services - Performance

All targets had been met; no questions/concerns were raised.

4.0 Modification Update

The status of current 'live' User Pays Modifications can be viewed on the Joint Office Modifications Register: www.gasgovernance.co.uk/mods.

5.0 Any Other Business

5.1 User Access Report

NA referred to the last user access report, and suggested that it might usefully include the full names of users rather than just the log on details. Recognising that if run separately as an individually requested report it might incur additional costs, NA asked if other parties might also find this information useful. DJ was happy to consider what might be involved in making this suggested change, and to clarify any report production cost differentials, and if a formal Change Request would be required.

Action UP0701: *User Access Report* - Consider inclusion of full names of users, clarify any associated report production cost differentials, and if a formal Change Request is required.

5.2 UK Link Outage – August 2013

DJ drew attention to a communication that had been issued to User Pays contract managers regarding the UK Link outage planned for 07/08 August (and potentially 17/18 August). The Data Enquiry Service will be available but the data displayed will be 24 hours behind.

6.0 Next Meeting

6.1 User Pays User Committee (UPUC)

The planned meeting programme for 2013 is as follows (via teleconference, unless otherwise advised):

09:30 Monday 02 September 2013

09:30 Monday 04 November 2013.

6.2 User Pays Contract Expert Group (UPCEG)

There is an annual requirement for UPCEG to meet; the last meeting was held on 05 November 2012, and the next meeting will be arranged as appropriate during 2013.

Action Table: User Pays User Group

Action Ref	Meeting Date(s)	Minute Ref	Action	Owner	Status Update
UP0701	01/07/13	5.1	<i>User Access Report</i> - Consider inclusion of full names of users, clarify any associated report production cost differentials, and if a formal Change Request is required.	Xoserve (DJ)	Pending