

**UNC Workgroup 0646R Agenda
Review of the Offtake Arrangements Document**

Wednesday 31 July 2019

at Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA

<https://www.blenheimcourtsolihull.co.uk>

(Teleconference: 0203 582 4515, Conference ID 401-706-701)

***Please note: this meeting will follow immediately after Workgroup 0683S.
The Workgroup Report is due to be presented to the UNC Modification Panel by
17 October 2019***

1.0 Introduction and Status Review

1.1 Approval of minutes (03 July 2019)

2.0 Review of Outstanding Actions

3.0 Pre-Modification Discussion (Issues Log)

4.0 Consideration of SCO review

5.0 Development of Request Workgroup Report

6.0 Next Steps

7.0 Any Other Business

8.0 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 (as at 03 July 2019)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0404	11/04/19	3.0	Joint Office (BF) to include a recommendation in the Workgroup Report that the Offtake Committee to consider establishing a sub-committee to take forward the recommendations from this Review group.	Joint Office (BF)	Carried Forward
0601	05/06/19	2.0	Cadent (DD) to provide a one-page document setting out the aim and objectives of the CNI workshop and a broad outline of the discussion topics for the September meeting.	Cadent (DD)	Carried Forward to September
0701	03/07/19	4.0	Cadent to draft a Modification with the 11 items from the Issues Log.	Cadent (DD)	Pending
0702	03/07/19	4.0	Cadent to re-circulate the actions from the Maintenance Workshop to allow WWU and NGN to respond to the outstanding actions.	Cadent (DD) WWW (LB/RP) NGN (BH/AR)	Pending

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Action Table (as at 05 June 2019)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0404	11/04/19	3.0	Joint Office (BF) to include a recommendation in the Workgroup Report that the Offtake Committee to consider establishing a sub-committee to take forward the recommendations from this Review group.	Joint Office (BF)	Carried Forward
0601	05/06/19	2.0	Cadent (DD) to provide a one-page document setting out the aim and objectives of the CNI workshop and a broad outline of the discussion topics for the September meeting.	Cadent (DD)	Pending
0602	05/06/19	4.0	Workgroup to consider the issues in rows 17-26 of the issues log and agree the next steps at the next meeting.	ALL	Pending

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