

**UNC Workgroup 0674 Agenda
Performance Assurance Techniques and Controls
10.00 Tuesday 26 May 2020
via Teleconference**

(Teleconference: 0203 582 4515, Conference ID 401-706-701)
screen sharing <https://join.me/JointOffice>

***The Workgroup Report is due to be presented to the UNC Modification Panel by
29 August 2020***

- 1.0 Introduction and Status of Modification**
 - 1.1 Approval of Minutes (28 April 2020)
 - 1.2 Review of Actions
- 2.0 Review of Amended Modification**
 - 2.1 Redrafted to Align with the Legal Text
- 3.0 Further Review of Revised Legal Text**
- 4.0 Consideration of Consolidated PAF Document**
- 5.0 Consideration of the PAC Constitution Document**
- 6.0 Consideration and Review of the Governance Model Diagram**
- 7.0 Development of Workgroup Report**
 - 7.1 Consideration of Reporting Timeline
- 8.0 Next Steps**
- 9.0 Any Other Business**
- 10.0 Diary Planning**

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Contact Details: enquiries@gasgovernance.co.uk

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Action Table (as at 28 April 2020)

| Action Ref | Meeting Date | Minute Ref | Action | Owner | Status Update |
|------------|--------------|------------|---|---|-----------------|
| 0103 | 27/01/20 | 1.0 | ScottishPower (MB) to include the Document 4 PAFA Scope and PAC Review within the Modification. | ScottishPower (MB) | Carried Forward |
| 0202 | 26/02/20 | 2.0 | Joint Office (AR) to include within the Workgroup Report the suggestion of the 'name and shame' approach in relation to commercial and confidential sensitivity aspect. | Joint Office (AR) | Carried Forward |
| 0203 | 26/02/20 | 2.0 | ScottishPower (MB) to investigate who is liable for a failure and contact Dentons to have the liability for failure added as a Business Rule within in the Modification. | ScottishPower (MB) | Carried Forward |
| 0204 | 26/02/20 | 2.0 | Joint Office (AR), ScottishPower (AM) Gemserv (AJ) and Cadent (AC) to produce a Governance Model diagram show how the ancillary documents are linked. | Joint Office (AR), ScottishPower (AM) Gemserv (AJ) and Cadent (AC) | Carried Forward |
| 0401 | 28/04/20 | 2.0 | ScottishPower (MB) to investigate whether the Constitution Document could be adapted or whether it was needed, if the governance was in the form of a DSC Committee, UNCC governance process. | ScottishPower (MB) | Pending |
| 0402 | 28/04/20 | 2.0 | Joint Office (AR), ScottishPower (MB), Gemserv (SR) and Wales & West Utilities (RP) to reconvene the subgroup meeting to discuss the Constitution Document or the DSC Committee option. | Joint Office (AR) ScottishPower (MB) Gemserv (SR) Wales & West Utilities (RP) | Pending |
| 0403 | 28/04/20 | 2.0 | Joint Office (AR) and Xoserve (FC) to discuss V12.3 and the PAF Document | Joint Office (AR) Xoserve (FC) | Pending |
| 0404 | 28/04/20 | 2.0 | ScottishPower (MB) and Gemserv (SR) to investigate and clarify the PAC operating principles. | ScottishPower (MB) Gemserv (SR) | Pending |
| 0405 | 28/04/20 | 2.0 | Xoserve (FC) to review 7.2 b) in relation to the flexibility of an extension to a fourth year. | Xoserve (FC) | Pending |

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| 0406 | 28/04/20 | 2.0 | All to provide feedback and comments on the Framework (PAF D) Document, to Mark Bellman via Mark Bellman Mark.Bellman@scottishpower.com by close of play on 05 May 2020. | All | Pending |
| 0407 | 28/04/20 | 2.0 | Joint Office (AR) to request an extension from the May Panel until 29 August 2020. | Joint Office (AR) | Pending |

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