

**UNC Workgroup 0664 Agenda  
Transfer of Sites with Low Read Submission Performance from Class  
2 and 3 into Class 4**

**10:30 Thursday 12 December 2019**

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

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

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

screen sharing <https://join.me/JointOffice>

***Please Note: This meeting will be considered during the UIG Workgroup  
The Workgroup Report is due to be presented to the UNC Modification Panel by  
20 February 2020***

**1.0 Introduction and Status Review**

1.1 Approval of Minutes (26 November 2019)

**2.0 Amended Modification v9.0 (December)**

**3.0 Consideration of ROM Request as per Amended Modification v9.0 (December)**

**4.0 Review of Legal Text (December)**

**5.0 Development/Finalise Workgroup Report**

**6.0 Review of Outstanding Actions**

**7.0 Next Steps**

**8.0 Any Other Business**

**9.0 Diary Planning**

Please contact the Joint Office if you wish to use teleconference facilities for this meeting

Contact Details: [enquiries@gasgovernance.co.uk](mailto:enquiries@gasgovernance.co.uk)

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**Action Table (as at 26 November 2019)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1006	22/10/19	2.0	Joint Office to request ROM for v8.0 v9.0 Modification 0664.	Joint Office (HC)	<b>Carried forward</b>
1007	22/10/19	2.0	Xoserve (FC) to consider and provide a ROM for Modification 0664.	Xoserve (FC)	<b>Carried forward</b>
1101	26/11/19	2.0	SSE (MJ) to include the changes to the PARR Report (A and B parts) within the Modification or as an appendix to aid clarity in relation to the Shipper PARR Report.	SSE (MJ)	<b>Pending</b>
1102	26/11/19	2.0	CNG (RKi) and Xoserve (FC/JR) to look at the DDP Report and investigate if it would be possible to filter by supplier to assist with the needs of Modification 0664.	CNG (RKi) Xoserve (FC/JR)	<b>Pending</b>
1103	26/11/19	2.0	SSE (MJ) to produce the amended Modification v9.0, to encompass the changes as discussed in the Workgroup.	SSE (MJ)	<b>Pending</b>
1104	26/11/19	2.0	CNG (LC) to expand the Initial Representation to incorporate the areas within the UNC in relation to reporting.	CNG (LC)	<b>Pending</b>
1105	26/11/19	5.0	SSE (MJ) to produce a document which outlines the salient outstanding points and queries from Dentons in relation to the Legal Text for inclusion in the Workgroup Report.	SSE (MJ)	<b>Pending</b>
1106	26/11/19	8.0	SSE (MJ) to propose the PAC Document 8 to hold configurable tables and for these to be included within Modification 0674 - Performance Assurance Techniques and Controls	SSE (MJ)	<b>Pending</b>

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