

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

**Tuesday 26 November 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 (22 October 2019)

**2.0 Amended Modification**

**3.0 Consideration of ROM**

**4.0 Consideration PARR Report specification/format**

**5.0 Consideration of System Changes**

**6.0 Legal Text provision and review**

**7.0 Confirmation of whether an equivalent IGT Modification is required**

**8.0 Finalise Workgroup Report**

**9.0 Review of Outstanding Actions**

**10.0 Next Steps**

**11.0 Any Other Business**

**12.0 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)

Papers available at: [www.gasgovernance.co.uk](http://www.gasgovernance.co.uk)

**Action Table (as at 22 October 2019)**

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status Update</b>
0803	20/08/19	8.0	Xoserve (FC) to describe the format and specification of a potential_new PARR report to show the effect of Modification 0664 (for example showing class movement by Shipper possibly as percentage of population in classes 2, 3 and 4).	Xoserve	<b>Carried Forward</b>
0901	23/09/19	9.0	Xoserve and SSE (FC/MJ) to consider and confirm the PARR Report specification/format for Modification 0664.	Xoserve/SSE (FC/MJ)	<b>Carried Forward</b>
0902	23/09/19	9.0	PAC Members (CW/LH/MB) to ensure the specification of the new PARR Report (Sites converted from PC 2/3 to PC4 by the CDSP due to low read submission levels at individual supply points) is considered by the Performance Assurance Committee (PAC).	PAC (CW/LH/MB)	<b>Carried Forward</b>
1001	22/10/19	2.0	MJ / AC to review the Solution and Legal Text for the minimum percentage requirement to ensure the correct terminology is used (Assured / Approved).	Xoserve (FC/MJ)	<b>Pending</b>
1002	22/10/19	2.0	MJ to liaise with the proposer of Modification 0674 to consider the consolidation of all Performance Assurance Reports.	SSE (MJ) Cadent (AC)	<b>Pending</b>
1003	22/10/19	2.0	MJ to consider the provision of a warning list.	SSE (MJ)	<b>Pending</b>
1004	22/10/19	2.0	MJ to review the need for an IGT Modification and if necessary, raise an IGT Modification.	SSE (MJ)	<b>Pending</b>

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1005	22/10/19	2.0	Legal Text to be provided for Modification 0664.	Cadent (AC)	<b>Pending</b>
1006	22/10/19	3.0	Joint Office to request ROM for Modification 0664.	Joint Office (HC)	<b>Pending</b>
1007	22/10/19	3.0	Xoserve (FC) to consider and provide a ROM for Modification 0664.	Xoserve (FC)	<b>Pending</b>

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