

**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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