

## **Performance Assurance Workgroup Agenda**

**10:30 Tuesday 17 December 2013**

**at Consort House, 6 Homer Road, Solihull B91 3QQ**

- 1.0 Introduction**
- 2.0 Review of Minutes and Actions from previous meeting**
- 3.0 Discussion**
  - 3.1 Declaration of Interest - *by any Party who would look to carry out the Academic Study or PAF Administrator Role*
  - 3.2 Outline Business Rules (a paper by ScottishPower)
  - 3.3 Ofgem Update
    - 3.3.1 Independent Study
    - 3.3.2 Procurement
  - 3.4 Reporting Options
    - 3.4.1 Update from ScottishPower / British Gas Trading
  - 3.5 Early Performance Monitoring
  - 3.6 Project Plan Update
  - 3.7 Risks and Issues Logs – *inc new issues*
- 4.0 Any Other Business**
- 5.0 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 – Performance Assurance Workgroup

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PA07/01	22/07/13	2.	<i>Terms of Reference</i> – Develop and circulate for comment.	Ofgem (JD)	<b>Carried forward</b>
PA07/04	22/07/13	2.	<i>Industry Funding Communication</i> - Letter to ENA, Energy UK and ICoSS seeking provisional agreement to funding of academic study.	Ofgem (JD)	<b>Carried forward</b>
PA08/02	21/08/13	2.1	<i>Tender Advertisement</i> - Provide a link to the dedicated area on Ofgem's website.	Ofgem (JD)	<b>Carried forward</b>
PA10/03	23/10/13	3.5	<i>Project Plan</i> - Present an overview of the Performance Assurance Project Plan to the Project Nexus Workgroup at an appropriate meeting.	ScottishPower (AL)	<b>Carried forward</b>
PA11/01	11/11/13	3.3	<i>Reporting</i> – Transpose data from AM's strawman into AL's Reporting spreadsheet, and add a column to include a short summary of the purpose of each report.	British Gas (AM) and ScottishPower (AL)	<b>Pending</b>
PA11/02	11/11/13	3.6	<i>Early Performance Monitoring</i> - Invite Xoserve to future meetings to drive the discussions on options and AQ issues.	Joint Office (BF)	<b>Pending</b>

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