

**Performance Assurance Workgroup Agenda**  
**10:30 Wednesday 23 October 2013**  
**at Consort House, Prince's Gate Buildings, 6 Homer Road,**  
**Solihull B91 3QQ**

- 1.0 Introduction**
- 2.0 Review of Minutes and Actions from previous meeting**
- 3.0 Discussion**
  - 3.1 Elexon Approach to Performance Assurance - *lessons learned and also how new entrants are handled in the arrangements*
  - 3.2 Declaration of Interest - *by any Party who would look to carry out the Academic Study or PAF Administrator Role*
  - 3.3 Update on Independent Study - *Ofgem*
  - 3.4 Xoserve Reporting
  - 3.5 Project Plan Update
  - 3.6 Risks and Issues Logs
- 4.0 Any Other Business**
- 5.0 Diary Planning**

**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 – Develop and circulate for comment.</i>	Ofgem (JD)	<b>Carried forward</b>
PA07/04	22/07/13	2.	<i>Industry Funding Communication - Letter to ENA, Energy UK and ICoSS seeking provisional agreement to funding of academic study.</i>	Ofgem (JD)	<b>Carried forward</b>

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

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<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status Update</b>
<b>PA08/02</b>	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>
<b>PA09/01</b>	25/09/13	3.4	<i>Reporting:</i> Ask Xoserve to give views on what they were producing in respect of reports for Project Nexus and wider.	Joint Office (BF)	<b>Pending</b>
<b>PA09/02</b>	25/09/13	3.4	<i>Reporting:</i> Ask Xoserve to update the current reports list to include all the reports encompassed in the BRDs, and then circulate for review.	Joint Office (BF)	<b>Pending</b>
<b>PA09/03</b>	25/09/13	3.5	<i>Issues Log</i> - AL to circulate Issues Log.	ScottishPower (AL)	<b>Pending</b>
<b>PA09/04</b>	25/09/13	3.6	Invite Elexon to explain from a factual viewpoint the reporting carried out in the electricity market, and what might be done differently if starting from scratch.	ScottishPower (AL)	<b>Pending</b>

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