

**Performance Assurance Workgroup Minutes**  
**Wednesday 09 September 2015**  
**at 31 Homer Road, Solihull B91 3LT**

**Attendees**

Bob Fletcher (Chair)	(BF)	Joint Office
Helen Cuin (Secretary)	(HCu)	Joint Office
Andrew Margan	(AMa)	British Gas
Andy Miller	(AMi)	Xoserve
Angela Love	(AL)	ScottishPower
Chris Warner	(CW)	National Grid Distribution
Colette Baldwin	(CB)	E.ON
Edward Hunter	(EH)	RWE npower
Jon Dixon*	(JD)	Ofgem
John Welch	(JC)	RWE npower
Mark Jones	(MoJ)	SSE
Matt Jackson	(MJa)	British Gas
Rachel Hinsley	(RH)	Xoserve
Richard Pomroy	(RP)	Wales & West Utilities

\*via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/PA/090915>

**1. Introduction and Status Review**

**1.1. Declaration of Interest**

No declarations made.

**1.2. Minutes (25 August 2015)**

The minutes of the previous meeting were approved.

**1.3. Action(s)**

**PA0601:** Xoserve (EL) to investigate the areas of concern with regard to manual workarounds, specifically resolution of outstanding item 2.10 in the 'Pre-Nexus Xoserve settlement intervention activities.

**Update:** Deferred until 25 November 2015. **Carried forward**

**2. Workgroups**

**2.1. 0506 / 0506A – Gas Performance Assurance Framework and Governance Arrangements**

(Report to Panel 15 October 2015)

<http://www.gasgovernance.co.uk/0506>

**2.2. 0520 – Performance Assurance Framework Incentive Regime**

(Report to Panel 17 September 2015)

<http://www.gasgovernance.co.uk/0520>

**3. Any Other Business**

None raised.

**4. Diary Planning**

Further details of planned meetings are available at: [www.gasgovernance.co.uk/Diary](http://www.gasgovernance.co.uk/Diary)

Time/Date	Venue	Workgroup Programme
10:30, Thursday 01 October 2015	Room LG8, Energy UK, Charles House, 5-11 Regent Street, London SW1Y 4LR	Standard Workgroup agenda Workgroup 0520 Workgroup 0506/0506A
10:30, Wednesday 21 October 2015	Room LG8, Energy UK, Charles House, 5-11 Regent Street, London SW1Y 4LR	Standard Workgroup agenda Workgroup 0506/0506A Workgroup 0520
10:30, Wednesday 25 November 2015	Pink Room, Elexon, 350 Euston Road, London NW1 3AW	Standard Workgroup agenda
10:30, Tuesday 15 December 2015	Orange Room, Elexon, 350 Euston Road, London NW1 3AW	Standard Workgroup agenda

**Action Table (09 September 2015)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
<b>PA0601</b> <i>(Formerly 0506 1101)</i>	14/07/15	1.3	EL to investigate the areas of concern with regards to manual workarounds, specifically resolution of outstanding item 2.10 in the 'Pre-Nexus Xoserve settlement intervention activities.	Xoserve (EL)	<b>Carried forward to 25/11/15</b>