

**Performance Assurance Workgroup Minutes**  
**Wednesday 25 November 2015**  
**via teleconference**

**Attendees**

Angela Love	(AL)	ScottishPower
Bob Fletcher (Chair)	(BF)	Joint Office
Colette Baldwin	(CB)	E.ON
David Mitchell	(DM)	Scotia Gas Networks
Edd Hunter	(EH)	RWE npower
John Welch	(JC)	RWE npower
Karen Visgarda (Secretary)	(KV)	Joint Office
Mark Jones	(MoJ)	SSE
Rachel Hinsley	(RH)	Xoserve

Copies of all papers are available at: <http://www.gasgovernance.co.uk/PA/251115>

**1. Introduction and Status Review**

**1.1. Declaration of Interest**

No declarations made.

**1.2. Review of Minutes (05 November 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:** RH explained that as the Retrospective Updates and Unique Sites were still in scope for Project Nexus delivery there would be no manual workarounds. She clarified that the areas that are being manually adjusted currently will cease, post the Nexus 'Go Live'. CB and AL both raised concerns with regards to the Xoserve Reporting and Audit processes, and AL explained it was for this reason, that ScottishPower were in the process of raising a new Modification/Request to specifically address this issue. The Workgroup agreed that this action could subsequently be closed, as this matter would be further addressed within the Project Nexus Workgroup should Retrospective Updates fall out of scope for October delivery. **Closed.**

**Pre Modification Discussions**

AL confirmed that ScottishPower were in the process of raising two new modifications; one to address Transporter Reporting regarding metering and the associated audit process and the other to address Xoserve Reporting and Audit Processes.

She explained that she was currently discussing the Transporter Reporting area with Erika Melen and that she had a meeting arranged with the Scotia Gas Networks Metering Expert to gain clarity regarding the existing process.

AL asked DM if other Shippers could attend the meeting with the Scotia Gas Networks Metering Expert in Glasgow next week. DM said he would make enquiries and come back to AL in due course, saying it would demand on the numbers from a meeting room perspective.

BF suggested that AL might want to consider raising a Request Proposal initially, as that would provide larger scope to encompass a wider area of matters to be included. AL agreed she would produce a Request Proposal to be submitted by close of business on Friday 04 December 2015.

AL then explained that ScottishPower were in the process of raising a modification surrounding the Xoserve Reporting procedure, with regards to manual interventions concerning Retrospective Updates and the process that was currently undertaken.

## 2. Formal Closure of Performance Assurance Workgroup

BF drew attention to the decision made at the November UNC Modification Panel to close the Performance Assurance Workgroup.

Recognising that the work relating to performance assurance was now decreasing as modifications had been developed to establish a performance assurance framework, the UNC Modification Panel had agreed a business as usual approach should be reinstated going forward, and that the Performance Assurance Workgroup should be formally closed.

Any outstanding business from this Performance Assurance Workgroup will initially be transferred to the responsibility of the UNC Distribution Workgroup, in which forum any further performance assurance related business would be managed.

## 3. Workgroups

### 3.1 0520 0520A - Performance Assurance Reporting

The Workgroup briefly discussed Modifications 0520 and 0520A with regards to issues raised concerning the Legal Text and reporting criteria. CB explained that these queries were being addressed and that the amended versions should be available for discussion at the November Distribution Workgroup meeting.

### 3.2 0506 0506A - Gas Performance Assurance Framework and Governance Arrangements

AL high-lighted that an issue has been raised with Elexon surrounding Modification 0506/A, in relation to Elexon not being able to tender for the role of the PAFA, due to the regulations within the BSC. The aim was to allow Elexon to participate in the tender and selection process. AL explained that ScottishPower are attending a meeting with Elexon week commencing Monday 30 November, to discuss this matter further and she confirmed she would supply feedback of the discussions that take place during that meeting.

## 4. Any Other Business

None raised.

**Action Table (25 November 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>Closed</b>

