

## **Project Nexus Workstream DRAFT Terms of Reference**

### **1. Introduction**

The Uniform Network Code (UNC) Panel determined a Workstream should be established to help develop Modification Proposals raised as a consequence of establishing requirements for Project Nexus.

### **2. Scope of Workstream**

The Workstream Scope is as follows:

- a) Review the Project Nexus workplan developed by xoserve;
- b) Support the prioritisation of Topics identified in the Project Nexus workplan, by Workstream members or Topic sub-group(s);
- c) Review the Terms of Reference of each Topic sub-group defined in the Project Nexus workplan;
- d) Regularly review the status of each Topic and Topic Sub-group;
- e) Review the output reports and recommendations of each Topic subgroup;
- f) To review and develop Modification Proposals assigned by the UNC Panel and provide a report.

### **3. Members and Appointment**

- a) Attendance is open.
- b) All meetings are chaired by the Joint Office, which also provides a secretary.

### **4. Basis for Reporting**

The Joint Office, on behalf of the Project Nexus Workstream will:

- a) Update the Topic Status report;
- b) Publish the Minutes of each meeting on its website at:  
<http://www.gasgovernance.com/Code/Workstreams/nexus/>;
- c) Update the Workstream on Topic status and Project Nexus related live Modification Proposals;
- d) Ensure completed Workstream reports are included in the next appropriate Panel Agenda.

### **5. Procedures for the Conduct of Business**

The Chairman's Guidelines apply to the conduct of the meeting.

In principle, meetings shall be open to all, but the Chairman may exercise discretion to the extent permitted under the Chairman's Guidelines.

The quorum adopted is at least six Transporters or Users are present, of which at least two shall be shippers and two transporters.

Where the meeting is quorate, all decisions shall be by consensus. Consensus is defined within the Chairman's Guidelines as "a general agreement and does not require that unanimity be reached." Where such agreement is not obtained, the Chairman shall submit the matter to the Uniform Network Code Panel for consideration.

Publish a Project Nexus Agenda at least 5 working days prior to the meeting. (see appendix 1 for an example Agenda).

## **Appendix 1**

### **Project Nexus Workstream**

#### **Standard Agenda**

- 1.0 Introduction**
  - 1.1 Previous Meeting Minutes**
  - 1.2 Review of Actions**
- 2.0 Topic Sub-group(s) Terms of Reference**
- 3.0 Review of Topics and Relevant UNC Modifications**
- 4.0 Review of Work Plan**
- 5.0 AOB**
- 6.0 Date of Next Meeting / Diary Planning**