

**XOSERVE FUNDING, GOVERNANCE AND OWNERSHIP REVIEW
FGO PROGRAMME OVERVIEW BOARD**

**10.00 AM, Friday 13th February 2015
Xoserve Limited, 31 Homer Road, Solihull B91 3LT**

AGENDA

Item	Lead	Time
1. Welcome and Introductions	PR	5 mins
2. Approval of Minutes of FGO POB 16.01.15	PR	5 mins
3. Review of Open Actions	PR	20 mins
4. FGO Programme Manager Update	NC	90 mins
a. PID Feedback and Baseline		
b. Draft Programme Plan		
c. PMO Tools <ul style="list-style-type: none"> i. RACI ii. Risks and Issues iii. Stakeholder Engagement iv. Decision Log 		
d. Update on Open Meetings		
e. Future POB Meetings		
f. Establishing Workgroups		
5. Topic Papers	MB	10 mins
6. Ofgem Update	JC	10 mins
7. Review of Actions	PR	10 mins
8. Any other business	PR	10 mins

Open Actions following FGO POB 16.01.15

Action Ref	Action	Owner	Status
071114-1	Once Programme Manager is in place, review POB Terms of Reference regarding membership and quoracy requirement – consider open meeting vs membership.	POB	On hold
071114-4	Following availability of frameworks, Shipper participants to consider their position on chairing the Industry workstream.	POB	On hold
160115-1	All parties to provide comments to KPMG on PID by noon Wednesday 21 st January.	POB	Raised
160115-2	KPMG to propose dates and locations for open meetings to review PID in greater detail.	KPMG	Raised
160115-3	Consider the strategy for engagement of industry organisations (e.g. Trade Associations) and parties that do not attend POB.	KPMG	Raised
160115-4	KPMG (DM) to liaise with Xoserve to identify contact details of decision makers within organisations. Compile and circulate a RACI.	KPMG	Raised
160115-5	Parties to review and provide comments to Xoserve on topic papers ahead of February POB by close of business Friday 23 rd January. Xoserve to consolidate and provide to KPMG by close of business Wednesday 28 th January.	POB Xoserve	Raised