

**UNC Workgroup 0674 Agenda
Performance Assurance Techniques and Controls
10.30am Tuesday 28 April 2020**

Via Teleconference

(Teleconference: 0203 582 4515, Conference ID 401-706-701)
screen sharing <https://join.me/JointOffice>

***The Workgroup Report is due to be presented to the UNC Modification Panel by
18 June 2020.***

- 1.0 Introduction and Status of Modification**
 - 1.1 Approval of Minutes (26 February 2020)**
 - 1.2 Review of Actions**
- 2.0 Review of amended Modification, redrafted to align with the Legal Text**
- 3.0 Further review of revised Legal Text**
- 4.0 Consideration of consolidated PAF Document**
- 5.0 Consideration of the PAC Constitution Document**
- 6.0 Consideration and review of the Governance Model Diagram**
- 7.0 Consideration of the Reporting timeline & Development of Workgroup Report**
- 8.0 Next Steps**
- 9.0 Any Other Business**
- 10.0 Diary Planning**

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Contact Details: enquiries@gasgovernance.co.uk

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Action Table (as at 26 February 2020)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1008	23/10/19	4.0	ScottishPower (MB) and Gemserv (AJ) to investigate the PAC Annual Plan, the Annual Review, and the Annual consultation process and provide a re-draft of the document.	ScottishPower (MB) & Gemserv (AJ)	Carried Forward
0101	27/01/20	1.0	ScottishPower (MB) to include the IGT impact, together with the aspirations of the Proposer within the Modification	ScottishPower (MB)	Carried Forward
0102	27/01/20	1.0	Joint Office (AR) to request a 3 month extension from the February Panel with a reporting date of 18 June 2020.	Joint Office (AR)	Carried Forward
0103	27/01/20	1.0	ScottishPower (MB) to include the Document 4 PAFA Scope and PAC Review within the Modification.	ScottishPower (MB)	Carried Forward
0104	27/01/20	3.0	Xoserve (FC) to discuss with the Customer Life Cycle Team the aspects of capture, maintenance, data updating and seniority level of the Performance Assurance Representatives.	Xoserve (FC)	Carried forward
0105	27/01/20	3.0	ScottishPower (MB) to update Section 16.8 Appointment of PA Representative from a seniority level requirement.	ScottishPower (MB)	Carried Forward
0201	26/02/20	1.2	ScottishPower (MB) to amend the Performance Assurance Tables in the solution section of the Modification, amend Modification v7.0	ScottishPower (MB)	Pending

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