

UNC Performance Assurance Committee Agenda

10:00 Monday 10 October 2016

Energy UK, Charles House, 5-11 Regent Street, London SW1Y 4LR

(Teleconference: 0207 950 1251, access code 21870295#)

- 1. Introduction and Status Review**
 - 1.1. Confirm PAC Members 2016/17 and formal Alternates
 - 1.2. Apologies for absence and Note of Alternates
 - 1.3. Review progress to date (for new members)
- 2. Review of Minutes (31 August 2016)**
- 3. Procurement of a Performance Assurance Framework Administrator (PAFA) - *Update on progress***
- 4. “Performance Assurance Framework (PAF) document for the (Gas) Energy Settlement Performance Assurance Regime” (Framework document) – *Review proposed amendments***
- 5. Overall Implementation Approach/Plan (draft) – *Consideration***
- 6. Issues List - *Review***
- 7. Review of Actions Outstanding**
- 8. Next Steps**
- 9. Any Other Business**
- 10. Diary Planning - *Next meeting 08 November 2016 (Solihull)***

Action Table (31 August 2016)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PAC 0601	29/06/16	2.	<i>PAC Terms of Reference - DNOs to decide how their representation (5 DNOs) would be fulfilled from 01 October 2016, when the Performance Assurance Committee is formally instated.</i>	DNOs	<i>By 01 October 2016</i> Carried forward

Action Table (31 August 2016)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PAC 0602	29/06/16	2.	<i>PAC Terms of Reference</i> - All Members to consider who their standing Alternate should be and procure and provide to the Designated Person (the Joint Office) the relevant documentation to support appointment(s) as an Alternate.	ALL	By 01 October 2016 Carried forward
PAC 0604	29/06/16	3.	<i>'Performance Assurance Framework Document': Document 5</i> - DNOs to develop a Confidentiality Agreement for incorporation into Document 5 and review the existing content of Document 5 and the definition (page 5, Section 1).	DNOs	By 10 October 2016 Carried forward
PAC 0801	31/08/16	3.1	<i>PAFA funding model/charging arrangements gap</i> - LJ to raise with the FGO Workgroup (Charging/Cost Allocation) and ask them to consider the perceived PAFA funding model/charging arrangements gap and how it should work post FGO.	Chair (LJ)	By 10 October 2016 Pending
PAC 0802	31/08/16	3.2	<i>PAFA Interactions Diagram</i> - FC to provide a revised draft for review at the next meeting (10 October 2016).	Xoserve (FC)	By 10 October 2016 Pending
PAC 0803	31/08/16	3.3	<i>PAFA Tender and Procurement Timeline</i> - FC to provide for review at the next meeting (10 October 2016).	Xoserve (FC)	By 10 October 2016 Pending
PAC 0804a	31/08/16	4.	<i>Framework Document</i> - CB to produce a draft section on the Budgeting process, and provide to the Joint Office by 30 September 2016.	CB	By 30 September 2016 Pending
PAC 0804b	31/08/16	4.	<i>Framework Document</i> - FM to produce a draft section on the Requirements for Changes to Services, and provide to the Joint Office by 30 September 2016.	FM	By 30 September 2016 Pending

Action Table (31 August 2016)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PAC 0804c	31/08/16	4.	<i>Framework Document</i> - AC and SK to produce a draft section on Independent Expertise (position of and procurement of) and provide to the Joint Office by 30 September 2016.	AC and SK	By 30 September 2016 Pending
PAC 0804d	31/08/16	4.	<i>Framework Document</i> - AL to produce a draft section on the Membership (Shippers and Ofgem) and adaptations to statements in the associated documentation (e.g. endorsements) and provide to the Joint Office by 30 September 2016.	AL	By 30 September 2016 Pending
PAC 0805	31/08/16	5.	<i>Overall Implementation Approach/Plan</i> - AL to produce a draft for review.	AL	By 10 October 2016 Pending
PAC 0806	31/08/16	5.	<i>Pre Nexus</i> - RH to produce a schedule of reports against the PAR (from Modification 0520A) setting out availability and delivery.	RH	By 10 October 2016 Pending
PAC 0807	31/08/16	6.	<i>Issue PAC004 Annual Industry Workplan and Budget Statement</i> - PAC Members to consider what is required and return with a view to the next meeting (10 October 2016).	ALL PAC Members	By 10 October 2016 Pending
PAC 0808	31/08/16	6.	<i>Issue PAC005 User Representative Appointment Rules</i> - Shipper PAC Members to review the framework documentation and reach a view on an appropriate approach to assuring an acceptable level of competency.	Shipper PAC Members	By 10 October 2016 Pending
PAC 0809	31/08/16	6.	<i>Issue PAC006 PAC Membership</i> - to consider whether Ofgem should be included explicitly (non-voting) - AL to discuss Shippers' concerns in respect of unintended consequences of Ofgem's membership/access to information, i.e. the potential release of sensitive information should Ofgem need to respond to a Freedom of Information (FOI) enquiry.	AL	By 10 October 2016 Pending

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Papers available at: www.gasgovernance.co.uk