

UNC Performance Assurance Committee Agenda

10:00 Wednesday 31 August 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. Apologies for absence and Note of Alternates
2. **Review of Minutes (27 July 2016)**
3. **Procurement of a Performance Assurance Framework Administrator (PAFA) - *Continue development of requirements***
4. **Performance Assurance Framework (PAF) document – *Review proposed amendments***
5. **Overall Implementation Approach/Plan – *Initial discussion***
6. **Issues List - *Review***
7. **Review of Actions Outstanding**
8. **Next Steps**
9. **Any Other Business**
10. **Diary Planning - *Next meeting 19 September 2016 (Energy UK)***

Action Table (as at 27 July 2016)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PAC 0601	29/06/16	2.	<i>PAC Terms of Reference</i> - DNOs to decide how their representation (5 DNOs) would be fulfilled from 01 October 2016, when the Performance Assurance Committee is formally instated.	DNOs	<i>By 31 August 2016</i> Carried forward
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	<i>By 31 August 2016</i> Carried forward

Contact Details: enquiries@gasgovernance.co.uk

Papers available at: www.gasgovernance.co.uk

Action Table (as at 27 July 2016)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PAC 0603	29/06/16	2.	<i>PAC Terms of Reference</i> - All Members to consider how and by whom the PAFA will be instructed.	ALL	<i>By 31 August 2016</i> 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	<i>By 31 August 2016</i> Carried forward
PAC 0606	29/06/16	4.	<i>Performance Assurance Framework (PAF) Document</i> - All to consider (page 31) Schedule 2, Parts 1, 2 and 3, and provide any comments ahead of the next meeting (27 July 2016).	ALL	<i>By 31 August 2016</i> Carried forward