

Action No.	Status	Action	Date raised	Owner	Due	Comments and Updates
213	Open	Insert Workgroup and Workgroup Chair responsibilities into the Ways of Working presentation	Feb 2019	Code Admin	March 2020	<p>Ongoing – this is a cross code presentation and is being redrafted in light of comments from other Panels. Legal text guidance recirculated 8 August and republished 15 August. Panel ways of working issued 7 October and presented at October Panel and following comments will be refined. This will then be uploaded to website. Requirement for and timing for the Workgroup ways of working document to be agreed and confirmed.</p> <p>Deprioritised due to high volume of workload in the current circumstances.</p>
370	Open	Matt Baller to clarify timescales on modification GC0126 and, thereafter, to report back on progress by exception to Panel.	Aug 2020	Rob Wilson	Forward Plan Dec 21	<p>To be discussed by exception when relevant updates are available.</p> <p>Monthly update not required.</p>
373	Open	NA to seek advice from IT if Microsoft TEAMS is available to create a tool for collaboration for GCRP meeting documents or any other platforms.	Sept 2020	Code Admin		<p>In progress.</p> <p>Panel SharePoint site has been setup. Most Panel members have confirmed access.</p> <p>A few Panel members to confirm access.</p> <p>Protocols for use of Panel SharePoint site to be agreed at future Panel meeting.</p>
399	Open	Code Admin to look into availability of information on workgroup composition during previous year.	25/02/2021	Code Admin	March 2021	<p>Code Admin looking into collating this information and how we can get members from Trade Associations to be involved in Workgroup.</p>

Action No.	Status	Action	Date raised	Owner	Due	Comments and Updates
400	Propose to close	Biniam Haddish to review all the recipients and send a follow up email attaching the letter which was published on the NGESO website.	27/05/2021	BH	July 2021	<p>Feedback and concerns raised around the industry communication which was sent out for the FRT process recently by Panel. It was highlighted that quite a few recipients who should've had the email haven't received it. RWi to provide an update in at a future Panel.</p> <p>In relation to the ask to come back to panel with updates on the FRT – RWi to provide this update. There are still some open questions around this topic.</p> <p>Presented at July GCDF and has been overtaken by GC0151.</p>
403	Propose to close	Code Admin to circulate the decision letter of GC0151 via email once received from authority.	29/06/2021	CA	July 2021	Sent to Panel Friday 02/07/2021