

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	Propose to close	Code Admin to look into availability of information on workgroup composition during previous year.	25/02/2021	Code Admin	March 2021	<p>Code Admin will be issuing this data to Panel ahead of the August meeting.</p>

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404	Open	GC0117 Terms of Reference to be sent to Panel for approval after review with proposer and workgroup.	29/07/2021	GG/NA	August 2021	NA to review with Garth on the approved changes at the July GCRP before sending them to Panel for approval.
405	Propose to close	GC0138/141 revised timelines to be sent to Panel for offline approval.	29/07/2021	NA/KP	August 2021	NA/KP to update smart sheets and provide Panel with the revision of timelines for GC0138/141 for offline approval. It was also agreed for GC0138 to progress on its own.
406	Propose to close	GC0137 - TJ to liaise with Panel members to address the comments on the Legal Text raised and circulate offline for approval for it to be then presented at the August Grid Code Review Panel.	29/07/2021	TJ	August 2021	To be presented at the August GCRP
407						