

UNC Performance Assurance Committee (PAC) Agenda

(Monthly Data Items)

10:30 Tuesday 11 December 2018

at Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA

- 1. Introduction and Status Review**
 - 1.1. Confirm quorate status
 - 1.2. Apologies for absence
 - 1.3. Note of Alternates
 - 1.4. Review of Minutes (20 November 2018)
- 2. Review of Outstanding Actions**
- 3. Monthly Review Items**
 - 3.1. Risk Register Review
 - 3.1.1. New Risks
 - 3.2. Issues Register
 - 3.2.1. New issues
 - 3.3. Project Plan
 - 3.4. Ofgem Update
 - 3.5. Review of Monthly PARR Reports (inc. Dashboard update)
 - 3.6. Review of PAC Related and New Modifications
- 4. Annual Work Plan and Budget**
 - 4.1. Draft Work Plan and Budget Actions Update
- 5. Communications Plan**
- 6. Any Other Business**
 - 6.1. PAFA Contract Status Update – FC
 - 6.2. DSC Change Proposal XRN4752 Change Proposal
 - 6.3. DSC Change Proposal XRN4790 Change Proposal
 - 6.4. DSC Change Proposal XRN4795 Change Proposal
- 7. Next Steps**
 - 7.1. Agree Key Messages - PAFA
- 8. Diary Planning**

PAC Action Table (as at 20 November 2018)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PAC 0803	06/08/18	2.2.2	To document and provide information on the process of moving a PAC Related Risk to an Issue and how it will be defined and monitored.	PAFA (NV)	Carried Forward (Update due 11 December 2018)
PAC 0916	11/09/18	2.2.1	<i>Reference PAC09</i> – Data quality and issues with the submission of readings result in higher levels and fluctuations in (UIG) Unidentified Gas – Xoserve (FC) to ensure that an overview of the Ofgem letter is provided to PAC in due course.	Xoserve (FC)	Carried Forward (Update due 11 December 2018)
PAC 0919	11/09/18	6.	<i>Reference Resolution of the Consumption Adjustment Issue</i> – Ofgem (JD) to compose an industry letter / communication, outlining what remedial actions have been taken so far, in looking to resolve the consumption adjustment issue.	Ofgem (JD)	Carried Forward (Update due 11 December 2018)
PAC 0925	26/09/18	4.4	To consider the focus of future PAF Reviews to ensure it captures PACs requirements and provide a proposal/view on how this could be structured. (i.e. should it be a review of the framework or a review of the PAFA role).	PAFA & Xoserve	Carried Forward (Update due 11 December 2018)
PAC 0927	26/09/18	4.4	Risk Register - NV and JW to come up with an interim tool kit for PAC to follow.	PAFA (NV) & PAC (JW)	Carried Forward (Update due 11 December 2018)
PAC 0928	26/09/18	4.4	PARR Reports review to be scheduled to ensure the reports meet PAFA requirements.	PAFA (NV)	Carried Forward (Update due 08 January 2019)
PAC	05/11/18	5.	<i>Reference 'Performance Assurance Framework Function'</i> - npower (JW) to	Shipper Member	Carried Forward

1103			provide an accessible format version of the document to the Joint Office for distribution to PAC Members for review.	(JW)	(Update due 11 December 2018)
PAC 1108	20/11/18	2.	<i>Reference PARR Reports</i> - Xoserve (DT) and PAFA (SR) to discuss the finer details with the PAFA offline after the meeting in order to assist them (the PAFA) to better understand the context and content of the various sources of Shipper related information.	Xoserve (DT) & PAFA (SR)	Pending
PAC 1109	20/11/18	2.	<i>Reference 'Shipper Performance Analysis' presentation</i> - PAFA (NV) to carefully reword the corresponding 'Shipper Performance Analysis' presentation statement(s).	PAFA (NV)	Pending
PAC 1110	20/11/18	2.	<i>Reference 'Shipper Performance Letters'</i> - PAFA (NV) to look to add a new reference within the respective Shipper Performance communication letters to highlight to the recipient(s) where the information resides in the Huddle system and to also provide a list of Huddle users for PAC purposes.	PAFA (NV)	Pending
PAC 1111	20/11/18	3.1.1	<i>Reference draft SMART Meter Installations Potentially Impacting upon Settlement Risk</i> – Xoserve (NC) to examine Xoserve's SMART exchange portfolio data and compare this with UNC Modification 0632S information.	Xoserve (NC)	Pending
PAC 1112	20/11/18	3.1.1	<i>Reference draft Post Implementation Issues with UK Link & Incorrect Attribution of Energy Risk</i> – Xoserve (ES) to look to provide a copy of the Issue Register to the PAC in time for consideration at the December 2018 meeting.	Xoserve (ES)	Pending
PAC 1113	20/11/18	6.5	<i>Reference DSC Change Proposal XRN4795</i> – Xoserve (ES) to look to add a comment relating to the potential delivery of report date and PAC concerns.	Xoserve (ES)	Pending