

Agenda

UNC Performance Assurance Committee (PAC)

10:00 Monday 14 September 2020

via Microsoft Teams

(Please refer to your email invite for the Microsoft Team details for this meeting)

Please provide all agenda items and any related meeting papers in time to allow publication by
5pm on Friday 04 September 2020.

Short notice items are in italics

** indicates where the material is expected to be provided late*

Item	Topic	Lead	Category
1. Introduction			
1.1.	Apologies for absence		
1.2.	Note of Alternates		Information
1.3.	Quoracy Status	Chair	
1.4.	Approval of Minutes (11 August 2020)		Approval
1.5.	Approval of Late Papers		Approval
2. Monthly Performance Assurance Review Items			
2.1.	Risk & Issues Register Review	PAFA (SR)	Discussion
2.1.1.	UIG Risk & Issues Update	CDSP (FC)	Information
2.2.	PARR Report Review - Dashboard update	PAFA (SU)	Discussion
2.3.	PAC Annual Review	PAFA (SE/SU)	Decision
2.4.	Review of Outstanding PARR Actions	CDSP (SR/SU)	Information
2.5.	Covid-19 Reports *	CDSP (FC)	Information
2.6.	AQ at Risk Update *	CDSP (FC)	Discussion
2.7.	EUC09 Count by Class Update *	CDSP (FC)	Discussion
2.8.	AQ Calculation Error Update	Npower (SC)	Information
2.9.	Open / Meter by-pass Update	CDSP (FC)	Information
2.10.	Theft of Gas Update	CDSP (FC)	Information
3. Matters for Committee Attention			
3.1.	Proposed PARR Change for Modification 0690S - Reduce qualifying period for Class 1.	CDSP (FC)	Decision
3.2.	PAC Budget Spend Update	CDSP (FC)	Information
3.3.	Standards of Service Liabilities Report (information only)	Chair	Information
4. Update on Potential Changes to Performance Assurance Reporting and PARR			
4.1.	Modification 0664 - Transfer of Sites with Low Valid Meter Reading Submission Performance from Classes 2 and 3 into Class 4.	Chair/MJ	Information

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4.2. Modification 0674 - Performance Assurance Techniques and Controls (Review of v14.0) incl. PAC Document 4 PAFA Scope Definition	Chair/MB	Information
4.2.1. Approval of the Performance Assurance Committee Framework Document v4.3	Chair/MB	Approval
4.3. Modification 0691S - CDSP to convert Class 2, 3 or 4 meter points to Class 1 when G1.6.15 criteria are met	Chair	Information
4.4. Modification 0730 - COVID-19 Capacity Retention Process	Chair	Information
4.5. Any Other changes	Chair	Information
5. Review of Outstanding Actions	Chair	Information
6. Any Other Business		
6.1. PAFA Access To Data (SC)	Npower (SC)	Information
6.2. Measurement Error Register (SC)	Npower (SC)	Information
6.3. Closure of XRN4876 (DDP user stories)	PAFA (SR)	Decision
6.4. PAC Membership Letters (Document 5 amendment and signing)	Chair	Approval
6.5. Change of Transporter Representative	SGN (SH)	Information
6.6. PAC Alternates (Nomination, Letters, Observing)	Chair	Information
7. Next Steps	Chair	Information
7.1. Key Messages	Chair	Information
8. Diary Planning	Chair	Information
8.1. 2021 meeting dates	Chair	Decision

PAC Action Table (as at 11 August 2020)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PARR Report Actions:					
PARR Aug 01	11/08/20	2.2	PAFA to issue a Performance Improvement Request to Shipper Washington for read performance across Product Class 1 and 2.	PAFA (SU)	Pending
PARR Aug 02	11/08/20	2.2	PAC members have requested the PAFA issue performance observation letters to all Shippers in PC 3 and the poorest 5 performers in PC 4 that have no meters recorded.	PAFA (SU)	Pending
PARR Aug 03	11/08/20	2.2	PAFA to arrange a series of sub-group meetings to discuss the requested issues.	PAFA (SU)	Pending
PAC Actions 2020:					

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PAC 0801	11/08/20	4.2	PAC Members to review the updated PAF Document v4.1 which includes Documents 1 and 4 and refer any feedback/questions to the 24 August 0674 Workgroup Meetings.	PAC Members	Pending
PAC 0802	11/08/20	5.0	PAC sub-group to consider the Market Breaker Read analysis and what the next steps should be and PAFA (SR) to consider what information can be presented using Moon names.	PAC Members / PAFA (SR)	Pending
PAC 0803	11/08/20	5.0	CAMs to contact top 10 Shippers with regards to raising awareness of Market Breaker Reads.	CAMs	Pending
PAC 0804	11/08/20	5.0	Xoserve (FC) to clarify the UNC obligations for Market Breaker reads and what obligations there are for updating the AQ.	Xoserve (FC)	Pending
PAC 0805	11/08/20	6.1	PAFA (SR) to undertake a DDP gap analysis and identify any data items not available.	PAFA (SR)	Pending
PAC 0806	11/08/20	6.1	Xoserve (FC) to consider and provide how each of the PAFA proposed data items will be (or going to be) delivered with timescales.	Xoserve (FC)	Pending
PAC 0807	11/08/20	6.1	Xoserve (FC) to confirm when current CDSP historical PARR reports (10) will be available on DDP for PAFA	Xoserve (FC)	Pending
PAC 0808	11/08/20	6.2	DNs (LB/SH) to provide PAC an outline of the Measurement Error process, including the OAD obligations and the required reporting.	DNs (LB/SH)	Pending
PAC 0809	11/08/20	6.2	Xoserve (FC) to provide confirmation of any invoices issued for the current live errors (NO013, WM016 and WN003)	Xoserve (FC)	Pending
PAC 0810	11/08/20	6.4	Xoserve (FC) to confirm if an XRN is available for each DDP Story / Report change.	Xoserve (FC)	Pending

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