

Agenda

UNC Performance Assurance Committee (PAC)

10:00 Tuesday 13 July 2021

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 Monday 05 July 2021

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	Chair	Information
1.2.	Note of Alternates		
1.3.	Quoracy Status		
1.4.	Approval of Minutes (15 June 2021)		
1.5.	Approval of Late Papers		
2. Monthly Performance Assurance Review Items			
2.1.	PARR Report Review - Dashboard update	PAFA (SU)	Discussion
2.2.	Review of Outstanding PARR Actions	PAFA (RC/SU)	Information
2.3.	Risk & Issues Register Update	PAFA (RC)	Discussion
2.4.	Measurement Error Risk Update	Chair	Discussion
2.5.	AQ at Risk Update *	Correla (FC)	Discussion
2.6.	Open / Meter by-pass Update *	Correla (MA)	Information
2.7.	Covid-19 Updates *	Correla (FC)	Information
3. Matters for Committee Attention			
3.1.	PAC/PAFA Access to Data / Dedicated Sprint Planning Update	Correla (KK)	Information
3.2.	Performance Issues Impacting the Success of Faster Switching	Centrica (OC/GC)	Information
3.3.	PAC Budget and Spend Update	Chair/Correla (FC)	Information
3.4.	Standards of Service Liabilities Report (information only)	Chair	Information
3.5.	PAFA Future Projects	PAFA (RC)	Discussion
4. Update on Potential Changes to Performance Assurance Reporting and PARR			
4.1.	PAFA Industry Meeting Update	PAFA (RC)	Information
4.2.	Modification 0664V - Transfer of Sites with Low Valid Meter Reading Submission Performance from Classes 2 and 3 into Class 4.	Chair	Information

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4.3. Modification 0674 - Performance Assurance Techniques and Controls	Chair/MB	Information
4.4. Modification 0734S - Reporting Valid Confirmed Theft of Gas into Central Systems	Chair	Information
4.5. Any Other changes	Chair	Information
5. Review of Outstanding Actions	Chair	Information
6. Any Other Business	Chair	Information
6.1. User Rep Appointment Process	Chair	Information
6.2. Measurement Error EM009 Update		
7. Next Steps	Chair	Information
7.1. Key Messages	Chair	Information
8. Diary Planning	Chair	Information

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PAC Action Table (as at 15 June 2021)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PARR Report Actions:					
PARR May 02	11/05/21	2.1	PAFA requested to target the remaining five Shippers who did not submit files in April to request them to submit complete files in the October window under their UNC NDM sampling obligations.	PAFA	Carried Forward
PAC Actions 2020/21:					
PAC 0402	13/04/21	5.1	<i>Reference the 106 MPRs with a status of 'Open' By-Pass with progressive readings</i> – Corella (MA) to look to provide additional (more detailed) supporting evidence of what was identified during investigations.	Corrella (MA)	Carried Forward
PAC 0505	11/05/21	3.1.1	<i>Reference PAC Additional Budget Requirements</i> – Joint Office (RH) to draw up a 'Strawman' of the wording for a further budget request for consideration at the 15 June 2021 meeting.	Joint Office (RH)	Carried Forward
PAC 0601	15/06/21	2.4.1	New Action PAC060X: EM009 – Joint Office (RH) to forward the information received to date regarding PAC0502 to PAC Members for discussion under AOB in July 2021	Joint Office (RH)	Pending
PAC 0602	15/06/21	2.4.1	Reference Orifice Plate Data Provisions – Joint Office (RH) to request OP overview data from all Gas Transporters.	Joint Office (RH)	Pending
PAC 0603	15/06/21	2.6	Reference the 28 'ByPass Flag still present' figure – Corrella (MA) to investigate and report on how many have had an incremental read and/or no advance of the meter dials.	Corrella (MA)	Pending
PAC 0604	15/06/21	3.1.1	Reference Additional Resource Recruitment Costs – Corrella (KK) to investigate whether it would be appropriate to apportion any potential additional costs for additional resources	Corrella (KK)	Pending

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			so that they are spread across all tasks or apportioned only to PAC work tasks.		
PAC 0605	15/06/21	5.1	Risk related to SE007 – Joint Office (RH) to forward the information received to date regarding PAC0502 to PAC Members for discussion under AOB in July 2021	Joint Office (RH)	Pending
PAC DDP Sprint Actions 2020/21:					
PAC DDP 0301	03/03/21	2.3	<i>Reference DDP-399</i> – Xoserve (KK) to look to develop a ‘User Story’ for the 2 nd phase.	Xoserve (KK)	Pending
PAC DDP 0302	03/03/21	2.3	<i>Reference DDP-198</i> - PAFA (SU) to look to provide a list of which reports require additional filters adding for consistency purposes.	PAFA (SU)	Pending
PAC DDP 0303	03/03/21	2.3	<i>Reference DDP-193</i> - Xoserve (KK) to look to expand DDP-193 to include DDPs 166 and 192 elements, especially aspects of the Meter Read Validity Report requirements.	Xoserve (KK)	Pending
PAC DDP 0304	03/03/21	2.3	<i>Reference DDP-177</i> - Xoserve (KK) to look to expand DDP-382 to include AMR aspects.	Xoserve (KK)	Pending
PAC DDP 0305	03/03/21	2.3	<i>Reference DDP-191</i> - Xoserve (KK) and PAFA (SU/JW) to undertake offline discussions around the possible combining of DDPs 190 and 191.	Xoserve (KK) & PAFA (SU/JW)	Pending
PAC DDP 0306	03/03/21	2.3	<i>Reference DDP Review Requirements</i> - Joint Office (RH) to look to set up and additional Sprint meeting for April 2021.	Joint Office (RH)	Pending
PAC DDP 0307	09/03/21	2.	<i>Reference DDP-163</i> – Correlá (KK) to clarify what information is already available within the PARR suite and then provide a recommendation as to whether this issue can be removed.	Correlá (KK)	Pending
PAC DDP 0308	09/03/21	2.	<i>Reference DDP-168</i> – Correlá (KK) to expand requirement to include the auto change of Conversion Factors in addition to monitoring those that require manual	Correlá (KK)	Pending

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			calculation & updating - this will require reassessment of development scope.		
PAC DDP 0309	09/03/21	2.	<i>Reference DDP-185</i> – Correla (KK) and (AH) to consider how best to tweak the wording for this issue to better reflect requirements.	Correla (KK)	Pending
PAC DDP 0310	09/03/21	2.1	<i>Reference Change of Supplier / Replacement Reads</i> - Correla (KK) & Centrica (OC) to consider the actual requirements and how these might impact upon the budgetary requirements that fall outside of XRN4876.	Correla (KK) & Centrica (OC)	Pending

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