

## Agenda

### UNC Performance Assurance Committee (PAC)

**10:00 Tuesday 18 April 2023**

**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 06 April 2023**

*Short notice items are in italics*

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

| Item  | Topic  | Lead         | Category             |
|---|--|--------------|----------------------|
| <b>1. Introduction</b>  |  |              |                      |
| 1.1.  | Apologies for absence, note of Alternates, quoracy status          | Chair        | Information          |
| 1.2.  | Approval of Minutes (14 March 2023)                                |              | Approval             |
| 1.3.  | Approval of Late Papers  |              | Approval             |
| 1.4.  | Review of Outstanding Actions                                      |              | Information          |
| <b>2. PAC Performance Escalation Update Meeting 11:00 – 11:30</b>                 |  | Chair / PAFA | Confidential Session |
| <b>3. Matters for Committee Attention</b>   |  |              |                      |
| 3.1.  | Consider proposals for Additional PAFA Services                    | Chair        | Discussion           |
| 3.2.  | Confidentiality Letters  |              | Approval             |
| 3.3.  | PAC Terms of Reference / Membership                                |              | Approval             |
| 3.4.  | PAC Membership Renewal   |              | Discussion           |
| 3.5.  | Performance Assurance Techniques                                   |              | Discussion           |
| <b>4. Monthly Performance Assurance Review Items</b>                              |  |              |                      |
| 4.1.  | PARR Report Review – Shipper Performance Analysis                  | PAFA         | Discussion           |
| 4.1.1.  | Down Trending Performance  | PAFA         | Approval             |
| 4.1.2.  | Performance Improvement Plans Letter                               | PAFA         | Approval             |
| 4.2.  | Risk & Issues Register Update                                      | PAFA         | Information          |
| 4.3.  | Transporter Performance Monitoring                                 | PAFA         | Discussion           |
| 4.3.1.  | Measurement Errors   |              |                      |
| <b>5. Update on Potential Changes to Performance Assurance Reporting and PARR</b> |  |              |                      |
| 5.1.  | Review of New Modifications  | ALL          | Discussion           |
| 5.2.  | Consider Requirements for Modifications 0734 / 0811 / 0816S / 0819 | CDSP         |                      |
| <b>6. Any Other Business</b>  |  |              |                      |
| 6.1.  | CDSP Contract Manager Attendance at May's PAC Meeting              | Chair        | Information          |

Please refer to your email invite for the teleconference details for this meeting

Contact Details: [enquiries@gasgovernance.co.uk](mailto:enquiries@gasgovernance.co.uk)

Papers available at: [www.gasgovernance.co.uk/PAC](http://www.gasgovernance.co.uk/PAC)

|                          |       |                             |
|--------------------------|-------|-----------------------------|
| <b>7. Key Messages</b>   | Chair | <a href="#">Information</a> |
| <b>8. Diary Planning</b> | Chair | <a href="#">Information</a> |

**PAC Action Table (as of 14 March 2023)**

| Action Ref | Meeting Date | Minute Ref | Action   | Owner             | Status Update                             |
|------------|--------------|------------|--|-------------------|---|
| PAC1207    | 13/12/22     | 2.5        | PAFA (PR) to request DNs to review and update data in the Measurement Error Register for a minimum 5 years, to enable PAC to have an accurate risk calculation.  | PAFA (PR)         | <b>Carried Forward</b><br>Update April 23 |
| PAC0301    | 14/03/23     | 1.4        | <i>Reference PAC Published documentation</i> – PAFA (AJ) to consider how best to migrate the Workplan & Budget to the new 0674V cycle and to also review the value of retaining the PAFA Introduction presentation.            | PAFA (AJ)         | <b>Pending</b>                            |
| PAC0302    | 14/03/23     | 1.4        | <i>Reference PAC Published documentation</i> – All PAC Members to review the current set of published documentation (especially the Workplan and Budget) on the main PAC web page and provide views at the April 2023 meeting. | All               | <b>Pending</b>                            |
| PAC0303    | 14/03/23     | 3.1        | <i>Reference Shippers Down Trending for 3 Months or more</i> – PAFA (AJ/PR) to draft a letter for consideration at the April 2023 PAC meeting.   | PAFA (AJ/PR)      | <b>Pending</b>                            |
| PAC0304    | 14/03/23     | 3.1.1      | <i>Reference PIP Closure Letters for Shippers</i> – PAFA (AJ/PR) to draft a PIP closure letter for consideration at the April 2023 PAC meeting   | PAFA (AJ/PR)      | <b>Pending</b>                            |
| PAC0305    | 14/03/23     | 5.2.1      | <i>Reference Consider Requirements for 0811</i> – CDSP (ER) agreed to review reporting requirements and provide an update at the April 2023 PAC meeting.   | CDSP (ER)         | <b>Pending</b>                            |
| PAC0306    | 14/03/23     | 5.2.2      | <i>Reference Consider Requirements for 0812R</i> – Joint Office (KE) to provide a response to the Distribution Workgroup (DWG) Chair ahead of the next DWG meeting.  | Joint Office (KE) | <b>Pending</b>                            |

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