



# Performance Assurance Committee Meeting

## Summary – 18<sup>th</sup> April 2023

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### KEY MESSAGES

- **AREAS OF PAC CONCERN**

- **Consider Proposals for Additional PAFA Services:**

The CDSP provided an update on two additional Performance Assurance Framework Administrator (PAFA) services, with an overview of the associated cost and how these costs would be funded for Committee members to consider and approve;

- A one-off review of the existing Performance Assurance Report Register (PARR).
- Attending up to two UNC Workgroups on behalf of PAC.

- **PAC Membership Renewal:** The Joint Office (JO) reminded the Performance Assurance Committee (PAC) of the need to transition to a two-year rotating membership renewal involving a random selection of four members, which were drawn at this meeting, who will be eligible for re-election after serving one year from 1<sup>st</sup> October 2023. The remaining five positions will serve five years until September 2025.

- **Performance Assurance Techniques (PATs):** The Joint Office presented six techniques for discussion and PAC agreement on how to use these in practice:

- Relevant Third-Party Engagement
- Training
- Publication
- Audit
- Referral to Authority
- Disputes

- **Transporter Performance Monitoring:** PAC were reminded of the recommendation for a Transporter to be placed on an improvement plan, due to the number of Measurement Errors recorded over a period of 3-5 years. This plan was issued to the Transported in April 2023, and they have confirmed their attendance at May 2023 PAC meeting to present their plan.

- **Update on Potential Changes to Performance Assurance Reporting and PARR (UNC Modifications):**

CDSP provided a view of the proposed PARR reports for the following UNC Modifications:

- [0819 - Establishing/Amending a Gas Vacant Site Process – CDSP](#) reported that this Modification is still in development with the Workgroup Report due in May 2023. CDSP presented the reporting requirements which had been drafted.
- [0734S – Reporting Valid Confirmed Theft of Gas into Central Systems and Reporting Suspected Theft to Suppliers](#) – CDSP provided examples of the reports and confirmed a marked-up version of the PARR would be provided to enable sign-off.



- [0816S Update to AQ Correction Process](#) – This Modification is still in development with the Workgroup Report due in May 2023. It was anticipated that the existing PARR Report will be updated to include any new reason codes agreed. No new reporting was required.

- **SHIPPER PERFORMANCE ANALYSIS**

- The PAFA presented a formal recommendation in respect of issuing a Request for Information (RFI) to underperforming Shippers within Product Class 2 and were seeking approval from the PAC in respect of these recommendations. PAC approved the recommendation to issue RFI letters to affected parties, PAFA to draft RFI for review at May PAC meeting.
- PAFA highlighted increased levels of supply point volumes relating to the PARR report ‘No meter recorded and data flows received’. As opposed to issuing a proposed RFI to affected parties PAC agreed that as a solution to the issue is known that the CDSP would approach these parties to address concerns.
- The Committee considered the need for suspension letters for Product Class 3 Performance due to potential system issues identified by a Shipper. PAFA recommended that letters to be issued to all four parties. PAC agreed with the suggested way forward as provided by the PAFA in conjunction with the CDSP.
- PAFA presented draft letters for both Down Trending Performance and Performance Improvement Plans Closure letter. No feedback was received from PAC on either letter and both were approved.

- **ANY OTHER BUSINESS**

The Joint Office informed PAC that the CDSP Contract Manager would be attending the May 2023 meeting confirming the relevant confidentiality letters will be signed before the meeting.