

PAC Actions from Previous Meetings					
<i>Ref</i>	<i>Date</i>	<i>Minute Ref</i>	<i>Action</i>	<i>Owner</i>	<i>Update to September 2022 Meeting</i>
PARR Actions					
PARR 0402	12/04/22	2.2	CDSP to inform members of the PC4 monthly read performance split by meter/equipment type.	CDSP (FC)	Update not due until October meeting. (July data not available for September meeting)
PARR 0501	17/05/22	2.1	Reference Shipper Performance Improvement Plans – CDSP (FC) to draft a strawman on further guidance for new Shippers to consider when embarking on a Performance Improvement Plan.	CDSP (FC)	<i>To be published on Xoserve.com w/c 04/09</i>
PARR 0602	14/06/22	2.3	CDSP to continue to review open meter bypass and report to PAC at annual intervals.	CDSP (FC)	<i>Suggest update the Decision Log, remove from Action list and add to diary for June 2023.</i>
PAC Actions					
PAC0104	18/01/22	3.2	To breakdown the Backlog User stories from a costing, timeline, development, and potential other barriers perspective.	CDSP (DN)	<i>Update from DN Walked through sizing facilitated during BER walk through at July meeting. Once prioritisation of user stories has taken place (outcome from the PAFA workshop), options can be played back to PAC</i>

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PAC0202	15/02/22	2.5	Reference Meter By-Passes with an 'Open' flag status – CDSP (MA) to engage with the Meter Owners and their respective CAMs for the remaining 37 sites where there is an 'Open' status flag in order to ascertain whether these can be resolved.	Correlá (MA)	As of 1 st September '22, 13 of these meters remain flagged as having an 'Open' By-Pass.
PAC0502	17/05/22	3.2	Reference DDP Update – 9 Backlog User Stories BER Development – Correlá (FC/DN) to look to provide an update on the potential BER development aspects including initial cost benefit analysis and potential ranking order.	Correlá (FC/DN)	<i>Update from DN:</i> BER strawman walked through at PAC previously. Action to share list with PAFA – complete PAFA requested workshop to discuss user stories, this was due to take place last week but PAFA requested this is delayed to allow critical resource to attend. Update planned at September PAC meeting
PAC0603	14/06/22	8.1	Correlá (FC) to provide a draft/strawman on PARR fit for purpose review for PAC to consider.	Correlá (FC)	<i>Suggest this action can be closed as PAC now has an action to review the document? (Action PAC0704)</i>

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PAC0701	12/07/22	2.3	Shipperless Sites – CDSP and PAFA to investigate the underlying information for the increase in Shipperless sites	CDSP and PAFA	Actions PAC0701 to 0703 were deleted from version 2 of the July minutes
PAC0702	12/07/22	2.3	Meter By-Pass – CDSP to continue to review open meter bypass and report to PAC at annual intervals.	CDSP	Actions PAC0701 to 0703 were deleted from version 2 of the July minutes
PAC0703	12/07/22	2.3	Replaced Reads – PAFA to investigate the underlying information for the increase in replaced reads.	PAFA	Actions PAC0701 to 0703 were deleted from version 2 of the July minutes
PAC0705	12/07/22	6.0	CDSP (MA) to investigate what training for Meter By-Passes CDSP has, and explore whether more can be provided	CDSP (MA)	By-Pass E-learning module is now live on Xoserve.com: Meter By-Pass - Overview Rise 360 (articulate.com) (Action can now be closed)
PAC0802	16/08/22	4.1	PAFA/CDSP (AJ/FC) to decide on how to procure nominated Performance Assurance contacts for Shippers by 01 November 2022.	PAFA (AJ)/ CDSP (FC)	Joint recommendation that the CDSP teams collate this information due to linkage to customer lifecycle activity – note that this would need to be updated in the new PAFD as well.

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PAC0803	16/08/22	4.1	PAFA (AJ) to update the PAFD with changes arising from Modification 0674V ready for publication by the Joint Office.	PAFA (AJ)	There are a number of inconsistencies between Legal text and PAFD and other ambiguities upon which PAC will need to provide guidance. CDSP and PAFA view is that CDSP would be better placed to maintain PAFD.
PAC0804	16/08/22	4.1	CDSP (FC) to review and recalculate the risk profile for Maputo.	"CDSP (FC)"	<i>FC response to JO: PAFA maintains the holistic risk model – should this be a PAFA action?</i>
PAC Strategic Workshop Actions					

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PACSW 0502	24/05/22	3.0	Performance Assurance Matrix - CDSP/PAFA to consider the Shipper Transfer Read Performance for PC2-PC4 sites and provide a view on what should be incorporated into the reporting.	CDSP/ PAFA	<p><i>Update provided to June, July and September meetings:</i></p> <p>Transfer readings can be the first read for many months or years and help to close off the position for the losing shipper. Obtaining and submitting a reading within the window can be more efficient than trying to agree a read between parties later. We recommend that this measure is part of the "balanced scorecard" – ultimately this is PAC's decision.</p> <p><i>Propose to close?</i></p>

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PACSW 0503	24/05/22	3.0	Performance Assurance Matrix - CDSP/PAFA to provide a view on Shipper Transfer Read performance in terms of being a Transporter responsibility for PCI sites.	CDSP/PAFA	<p><i>Update provided to June, July and September meetings:</i></p> <p>While actual read provision is a Transporter obligation, there are Shipper dependencies e.g. Meter Asset accuracy and gaining agreement for site access. Ultimately PAC's choice as to whether this measure forms part of the "balanced scorecard" approach.</p> <p><i>Propose to close?</i></p>
PACSW 0505	24/05/22	3.0	Performance Assurance Matrix - CDSP/Xoserve/Correla (Mike Orsler) to review the Market Entry Process for onboarding market participants to ensure they understand the importance of meeting performance standards. (RHa to contact Mike Orsler directly. Linked to action 0504 above).	Correla (MO)	<p>CDSP view is that the existing Xoserve training on the role of PAC already fulfils this role.</p> <p>Customer Lifecycle team will add the material to the mandatory on-boarding process:</p> <p>PAC Training: Rise 360 (articulate.com)</p>

Comparison of read performance between “Smart” and “Standard” (split available in Data Discovery Platform) for Class 4 Monthly Read sites – *Updated to include June 2022. July data not available until after the September meeting due to the 25 Business Day window for Class 4 meter read submission*

<i>Performance Month</i>	<i>Expected Reads</i>	<i>“Smart” Performance</i>	<i>“Standard” Performance</i>	<i>Overall Performance</i>
<i>January 2022</i>	145,000	27.4%	67.4%	45.9%
<i>February 2022</i>	1,017,000	53.9%	57.7%	54.4%
<i>March 2022</i>	2.8m	61.2%	64.9%	61.6%
<i>April 2022</i>	5.4m	69.9%	55.5%	68.7%
<i>May 2022</i>	5.8m	73.8%	55.5%	72.3%
<i>June 2022</i>	<i>5.7m</i>	<i>73.6%</i>	<i>54.5%</i>	<i>71.9%</i>

Increased number of “expected reads” since January is due to the update to Meter Read Frequency to Monthly as part of UNC Mod 0692S Implementation, which ran from 21 Jan 2022 to 14 April and impacted c. 5.4m sites.

Note: July data will not be available until c. 12 September, due to the 25 day read submission window.