

## Agenda

### UNC Performance Assurance Committee (PAC)

**10:00 Tuesday 16 November 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 08 November 2021**

*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	Chair	
1.2.	Note of Alternates		
1.3.	Quoracy Status		
1.4.	Approval of Minutes (12 October 2021)		
1.5.	Approval of Late Papers		
<b>2. Monthly Performance Assurance Review Items</b>			
2.1.	PARR Report Review - Dashboard update	PAFA (SU)	Discussion
2.2.	Bratislava (CAM's) Weekly Meetings Update	Correla (AG)	Discussion
2.3.	Review of Outstanding PARR Actions	PAFA (RC/SU)	Information
2.4.	Risk & Issues Register Update	PAFA (RC)	Discussion
2.5.	Measurement Error Risk Update	Chair	Discussion
2.5.1.	EM009 – Alrewas EM MTD Update		
2.6.	Open / Meter by-pass Update *	Correla (MA)	Information
<b>3. Matters for Committee Attention</b>			
3.1.	GB Energy Crisis Update	Chair	Information
3.2.	AQ Corrections Requests	Chair	Information
3.3.	Monitoring Vacant Sites Requests (inc. PACs Role)	Chair	Information
3.4.	Dedicated Sprint Planning Update	Correla (KK)	Information
3.5.	PAC Budget and Spend Update	Chair/Correla (FC)	Information
3.6.	Standards of Service Liabilities Report (information only)	Chair	Information
3.7.	Annual Review 2021 Update	PAFA (RC)	Information
<b>4. Update on Potential Changes to Performance Assurance Reporting and PARR</b>			
4.1.	PAFA Industry Meeting Update	PAFA (RC)	Information

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<b>4.2.</b> Modification 0674 - Performance Assurance Techniques and Controls	Chair/MB	<a href="#">Information</a>
<b>4.3.</b> Modification 0734S - Reporting Valid Confirmed Theft of Gas into Central Systems	Chair	<a href="#">Information</a>
<b>4.4.</b> Any Other changes	Chair	<a href="#">Information</a>
<b>5. Review of Outstanding Actions</b>	Chair	<a href="#">Information</a>
<b>6. Any Other Business</b>	Chair	<a href="#">Information</a>
<b>7. Next Steps</b>	Chair	<a href="#">Information</a>
<b>7.1.</b> Key Messages	Chair	<a href="#">Information</a>
<b>8. Diary Planning</b>	Chair	<a href="#">Information</a>

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**PAC Action Table (as at 12 October 2021)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
<b>PARR Report Actions:</b>					
<b>PAC Actions 2020/21:</b>					
PAC 0706	13/07/21	3.5	<i>Reference PAFA Future Projects</i> – PAFA (AJ) and Correla (FC) to consider the immediate issues presented and provide options for mitigation or resolution. Update to be given at August PAC meeting.	PAFA (AJ) & Correla (FC)	<b>Carried Forward</b> Update due 16/11/21
PAC 0902	14/09/21	2.5	<i>Reference By-Pass Consumption Adjustments</i> - Correla (MA) and PAFA (AJ/SU) to consider the potential risk levels involved, what figures are currently available and what potential mitigation actions might be required going forward.	Correla (MA)	<b>Carried Forward</b> Update due 16/11/21
PAC 0904	14/09/21	4.3	PAFA (AJ) to consider a potential date for a dedicated PAC strategic review meeting, including identification of a possible scope and aims.	PAFA (AJ)	<b>Carried Forward</b> Update due 16/11/21
PAC 1001	12/10/21	2.1	<i>Reference PC4 Monthly Read Performance</i> – PAFA (SU) and Correla (KK) to liaise with the DDP team to derive reporting on the number of sites being moved from PC4 monthly to PC4 annual. Reporting to be presented back to the PAC at the earliest opportunity.	PAFA (SU) & Correla (KK)	<b>Pending</b> Update due 16/11/21
PAC 1002	12/10/21	2.1	<i>Reference PC4 Monthly Read Performance</i> – Correla (KK) to investigate whether the PAFA can have access to the month-by-month data within the DDP system.	Correla (KK)	<b>Pending</b> Update due 16/11/21
PAC 1003	12/10/21	2.4	<i>Reference LDZ Offtake Update</i> – Northern Gas Networks (TS) & Cadent (SS) to liaise with the DNs to consider and provide a response to the three (3)	Northern Gas Networks (TS) &	<b>Pending</b> Update due 16/11/21

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			<p>questions posed by the Offtake Arrangement Workgroup, namely</p> <p><i>Q1 - Seek clarification from the GDNs that internal processes have been reviewed and any mitigating actions identified and rolled out;</i></p> <p><i>Q2 - Update on Orifice plate removal project, and</i></p> <p><i>Q3 - Should other GDNs apply the learnings and potential mitigations applied to their internal processes?.</i></p>	Cadent (SS)	
PAC 1004	12/10/21	2.4	Reference Possible Strategy Workshop - PAFA (SU/RC) to create a strawman agenda for a Strategy Workshop and proposed timings for the Workshop to be brought back to the 16 November 2021 PAC meeting for discussion and approval	PAFA (SU/RC)	<b>Pending</b> Update due 16/11/21
PAC 1005	12/10/21	2.4	Reference Possible Strategy Workshop – ALL PAC Members to look to provide a view on whether Strategic Workshops would be appropriate, and if so, what agenda items they would like to add (including what would lie within PAC’s remit)	All PAC Members	<b>Pending</b> Update due 16/11/21
PAC 1006	12/10/21	2.4	Reference the GB Energy Crisis – Joint Office (PG/MiB) to ensure that a new standing agenda item (within section 3) covering ‘GB Energy Crisis Impacts’ is added to the 16 November 2021.	Joint Office (PG/MiB)	<b>Pending</b> Update due 16/11/21
PAC 1007	12/10/21	3.1	Reference XRN5321 Testing & Delivery – Xoserve (ER), Correla (FC/KK) and PAFA (AJ) to consider (offline) what form the testing should take, and which parties are best placed to be involved before providing an update before the next PAC meeting (i.e. no later than week ending Friday 29 October 2021).	Xoserve (ER), Correla (FC/KK) and PAFA (AJ)	<b>Pending</b> Update due 16/11/21
PAC 1008	12/10/21	6.2	Joint Office (PG) to request that the UNC Request 0778R Workgroup provides a regular (monthly) progress update to the PAC going forward.	Joint Office (PG)	<b>Pending</b> Update due 16/11/21

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PAC 1009	12/10/21	6.3	<i>Reference Accuracy of Data in Relation to Isolated Sites - Correla (FC) to investigate the AUGE findings with a view to providing an update at the 16 November 2021 PAC meeting.</i>	Correla (FC)	<b>Pending</b> Update due 16/11/21
<b>PAC DDP Sprint Actions 2020/21:</b>					
PAC DDP 0701	13/07/21	5.2	<i>Reference DDP Review Requirements – Correla (KK) to look to set up and additional Sprint meeting for September 2021.</i>	Correla (KK)	<b>Carried Forward</b> Update due 16/11/21
<b>PAC Extraordinary Actions 29 July 21:</b>					
New Action 0701 (extra)	29/07/21	2.	CDSP to ascertain the cost/resource level required to continue the current PAC/PAFA BAU activities and circulate this to PAC Members as soon as possible.	CDSP	<b>Carried Forward</b> Update due 16/11/21
New Action 0702 (extra)	29/07/21	2.	CDSP/PAFA to estimate the cost/resource level likely over the next 12-18 months for PAC/PAFA activities, extrapolating from the current BAU activities.	CDSP/ PAFA	<b>Carried Forward</b> Update due 16/11/21

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