

Agenda

UNC Performance Assurance Committee (PAC)

10:00 Tuesday 17 May 2022

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 09 May 2022

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)
1.2. Note of Alternates) Information
1.3. Quoracy Status		Chair)
1.4. Approval of Minutes (12 April 2022)			Approval
1.5. Approval of Late Papers			Approval
1.6. User Representative Appointment Process Update			Information
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. Open / Meter by-pass Update *		Correla (MA)	Information
2.5. Measurement Error Update - EM009 Alrewas EM MTD		Chair	Information
3. Matters for Committee Attention			
3.1. Isolated Sites with Progressive Reads		Chair	Information
3.2. DDP Update		Correla (DN)	Information
3.3. PAC Budget and Spend Update		Correla (FC)	Information
3.4. Standards of Service Liabilities Report (information only)		Chair	Information
3.5. Strategic Workshop Update		PAFA (RC)	Information
3.6. Annual Review (August)			(August)
4. Update on Potential Changes to Performance Assurance Reporting and PARR			
4.1. Request 0763R – Review of Gas Meter By-Pass Arrangements		Chair	Information
4.2. Modification 0674 - Performance Assurance Techniques and Controls		Chair/MB	Information
4.3. Modification 0734S - Reporting Valid Confirmed Theft of Gas into Central Systems		Chair	Information

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

Contact Details: enquiries@gasgovernance.co.uk

Papers available at: www.gasgovernance.co.uk/PAC

4.4. Request 0778R – Gas Vacant Sites Process review	Chair	Information
4.5. Request 0781R – Review of the Unidentified Gas process	Chair	Information
4.6. Request 0783R – Review of AQ Correction Processes	Chair	Information
4.7. Any Other changes	Chair	Information
5. Review of Outstanding Actions	Chair	Information
6. Any Other Business	Chair	
6.1. Aug Sub-committee Actions		
6.1.1. UIG causes related to performance failure	AUGE (DS)	Discussion
6.1.2. EUC08 sites in Class 3 (AMR data)*	Correla (FC)	Discussion
7. Next Steps	Chair	Information
7.1. Key Messages	Chair	Information
8. Diary Planning	Chair	Information

PAC Action Table (as at 12 April 2022)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PARR Report Actions 2022:					
PARR 0401	12/04/22	2.1	PAFA to write to Maputo requesting them to attend the June PAC meeting.	PAFA (SU)	Pending Update due 17/05/22
PARR 0402	12/04/22	2.2	CDSP to inform members of the PC4 monthly read performance split by meter/equipment type.	CDSP (FC)	Pending Update due 17/05/22
PAC Actions 2022:					
PAC0104	18/01/22	3.2	To breakdown the Backlog User stories from a costing, timeline, development, and potential other barriers perspective.	CDSP (DN)	Carried Forward Update due 17/05/22
PAC0202	15/02/22	2.5	<i>Reference Meter By-Passes with an 'Open' flag status</i> – 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.	CDSP (MA)	Carried Forward Update due 17/05/22

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

Contact Details: enquiries@gasgovernance.co.uk

Papers available at: www.gasgovernance.co.uk/PAC

PAC0205	15/02/22	3.5	<i>Reference Strategic Workshop 2</i> – Joint Office (RH/MB) to look to set up a 2 nd Workshop meeting to take place before 01 April 2022, if possible.	Joint Office (RH/MiB)	Carried Forward Update due 17/05/22
PAC0302	15/03/22	3.6	<i>Reference the Annual Review Awareness Day</i> – Joint Office (RH/MiB) to look to schedule a meeting for either 20 or 21 September 2022.	Joint Office (RH/MiB)	Carried Forward Update due 17/05/22
PAC0303	15/03/22	5.1	<i>Reference the Proposed PARR Report Amendments</i> – Xoserve (KL) to provide an updated version of the PARR Report for consideration at the April 2022 PAC meeting.	Xoserve (KL)	Carried Forward Update due 17/05/22

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

Contact Details: enquiries@gasgovernance.co.uk

Papers available at: www.gasgovernance.co.uk/PAC