

UNC Performance Assurance Committee Minutes
Tuesday 13 April 2021
via Microsoft Teams

Attendees

Alan Raper (Chair)	(AR)	Joint Office
Mike Berrisford (Secretary)	(MiB)	Joint Office

Shipper Members (Voting)

Alison Wiggett	(AW)	Corona Energy
Carl Whitehouse	(CW)	Shell
Graeme Cunningham	(GC)	Centrica/British Gas (Alternate)
Lisa Saycell	(LS)	Gazprom
Louise Hellyer	(LH)	Total Gas
Mark Bellman	(MB)	ScottishPower
Sallyann Blackett	(SB)	E.ON

Transporter Members (Voting)

Leteria Beccano	(LB)	Wales & West Utilities
Shiv Singh	(SS)	Cadent

Observers/Presenters (Non-Voting)

Amelia Gallini	(AG)	Correla on behalf of Xoserve
Ellie Rogers	(ER)	Xoserve
Fiona Cottam	(FC)	Correla on behalf of Xoserve
John Welch	(JW)	Gemserv/PAFA
Karen Kennedy	(KK)	Correla on behalf of Xoserve (<i>item 3 onwards</i>)
Martin Attwood	(MA)	Correla on behalf of Xoserve
Neil Coles	(NC)	Correla on behalf of Xoserve
Rachel Clarke	(RC)	Gemserv/PAFA
Sara Usmani	(SU)	Gemserv/PAFA
Shelley Rouse	(SR)	Gemserv/PAFA

Apologies

James Rigby	(JR)	Xoserve
Oorlagh Chapman	(OC)	Centrica/British Gas

Copies of non-confidential papers are available at: <https://www.gasgovernance.co.uk/PAC/130421>

1. Introduction

Alan Raper (AR) welcomed all parties to the meeting.

1.1 Apologies for absence

James Rigby, Observer Xoserve
Oorlagh Chapman, Shipper Member.

1.2 Note of Alternates

Graeme Cunningham standing alternate for Oorlagh Chapman.

1.3 Quoracy Status

The Committee meeting was confirmed as being quorate.¹

1.4 Approval of Minutes (16 March 2021)

The minutes from the previous meeting were approved.

1.5 Approval of Later Papers

AR advised there were no late papers for consideration.

2. Monthly Performance Assurance Review Items

2.1 PARR Report Review - Dashboard update (PAFA)

Sara Usmani (SU) and Shelley Rouse (SR) provided the Shipper Performance Analysis PARR Dashboards. PAFA supplied the following observations for this section:

COVID-19 MODIFICATION: PARR REPORTING

- The Performance Assurance Framework Administrator (PAFA) presented the impact of UNC Modifications 0722 (Urgent) and 0723 (Urgent) on the market to the Performance Assurance Committee (PAC).
 - The data suggests that there is little evidence of either modification being utilised at scale within the PC3 or PC4 markets. The data also shows that the COVID-19 pandemic has had little impact on read performance in general.
 - There has been a slight improvement in average read performance in the PC3 market in February, but this is due to the work being undertaken by the PAFA and CAMs on the poorly performing Shippers and not an impact from the modification being utilised.
 - Average performance in the PC4 monthly market has also increased slightly, but still remains within the previous 12-month average. The PC4 annual market has seen a decline, but this is an impact of the pandemic as Shippers struggle to obtain meter readings.
 - Within the PC1 and PC2 market, there has been improvement in average read performance, though the last month has seen slight declines as there have been new entrants into the market. The PAFA will continue to monitor the situation within these markets and approach Shippers accordingly prior to formal action being taken.

SHIPPER PERFORMANCE IMPROVEMENT PLANS

- PAC Members were informed that the updates on all Shippers are available for viewing on Huddle but the PAFA would only be reporting on four Shippers this month.
- PAC were broadly happy with the progress being made and agreed with PAFAs proposal to continue monitoring performance against the provided plans.
 - The PAFA informed the Committee of Shipper “Washington” who had been issued an improvement plan in August 2020, implemented measures within the PC1 and PC2 market to improve read performance and have been

¹ PAC meetings will be quorate where there are at least four Shipper User PAC Members and two Transporters (DNO and/or IGT) PAC Members with a minimum of six PAC Members in attendance.

achieving UNC target since November and December 2020 in the PC1 and PC2 market, respectively. There was a slight dip in performance in the PC1 market in January 2021, but this was due to one missed reading. However, this was not a trend.

- The PAFA recommended that the Shipper's plan should be closed since they have achieved the plan set out and maintained performance since then, PAC members were in agreement with the PAFA's recommendation.

SHIPPER EVALUATION CASE

- At the performance escalation meeting in February, PAC requested that Shipper "Bratislava" provide the PAFA and PAC with monthly updates on performance. The PAFA informed Committee Members of the latest communication from both the Shipper and Customer Advocate Manager (CAM):
 - As at the 09 April, the Shippers no reads have decreased since the following update. The PAFA advised PAC members that this should start materialising through the data next month.
 - The Shipper and CAM have been working closely together through the rejections being received and resolving them to loads reads successfully.

WAR BANDS UPDATE

- PAC Members were provided with an update on the WAR band performance following the closure of the first window, whereby Shippers are expected to provide a read in either November or December as per the requirements of Modification 0652.
- Though the average position of no WAR band generated has improved, it still remains poor.
- Committee members were reminded that WAR band generation is linked to read performance and as PC4 read performance is poor, WAR band performance will also be poor. The PAFA have already issued letters to 26 Shippers on PC4 monthly read performance, referencing the obligations to submit readings in order to generate WAR bands.
- PAFA are expected to receive an updated report in June which will indicate the performance from the March/April window.

SITES NOT IN PC1 BUT MEET CRITERIA

- The implementation of Modification 0691S, which has been implemented since 1st April, allows the CDSP to reclassify sites into PC1 which meet the criteria but are currently sat in another product class.
- The PAFA informed Committee Members that the majority of sites that meet this criteria are sitting in PC4, though it appears that PC2 is on the rise. At present, the report shows the number of sites that meet and are approaching the threshold. A report is being developed which shows the number of sites the Shipper and/or the CDSP are converting, which will provide further granularity to the reporting.
- One Shipper "Luanda" was highlighted as a concern as the number of sites are on the rise. The CDSP informed the Committee that this Shipper is engaged and

committed to moving sites across to PC1 once the correct equipment is set up to submit meter readings.

2.2 Review of Outstanding PARR Actions

PARR Mar01: PAFA (SR) and Corella (FC) to explore rolling out new proposed reporting and dashboards to industry.

Update: John Welch (JW) provided a brief overview of the '*PARR Reports Rationalisation – Options*' presentation during which PAC Members noted the recommendation to revisit the subject in the second half of 2021 for a more informed decision around any proposed timescales. Sallyann Blackett (SB) supported the proposal to defer at the time being as being sensible as it would allow time for the PAFA contract to be rolled across / reviewed.

It was agreed the action could now be closed. **Closed**

2.3 Risk & Issues Register Update (PAFA)

In noting that additional information was also available on the Huddle portal, John Welch (JW) provided a brief overview of the '*Risk Impact Estimation*' presentation.

JW presented an update on the work conducted on the Risk Register. PAC Members were presented with an updated format (but still within the existing parameters and maintaining a spreadsheet layout). Additionally, there had been an update to the content, and more information on the risks had been added.

Moving on, JW briefly ran through two of the risks to demonstrate the additional information and highlighted the summary tab. PAC Members were generally comfortable with the changes. JW explained that work was ongoing on the values, with the aim being to add more on that in for the following month.

New Action PAC0401: *Reference the Risk & Issues Register on Huddle – All PAC Member to consider and provide views / comments (inc. any potentially new issues) ahead of the 11 May 2021 PAC meeting.*

2.4 AQ at Risk Update

Fiona Cottam (FC) provided a brief overview of the '*AQ at Risk*' presentation during which attention was focused on the following key aspects (by exception):

AQ at Risk Breakdown - kWh slide

When asked, FC confirmed that the 57bn kWh is in fact a reference to the equivalent TWh.

FC then went on to point out that the '*Class 4 Smart/AMR*' column within the graph are not all 'fully Smart' capable.

AQ at Risk Breakdown - % of Total slide

FC advised that as far as the '*Class 4 Smart/AMR*' column is concerned, there is currently no leeway for reporting.

2.5 Open / Meter By-Pass Update

M Attwood (MA) provided an overview of the '*Meter By-Pass Update*' presentation during which attention initially focused on the '*By-Pass Flag and Status Update*' slide.

By-Pass Flag and Status Update slide

In referring to the '*Meters at 'Open' status but with evidence of progressing reads (106 MPRs)*' bullet point, MA explained that this had reduced from the previous figure of 107 MPRs as one had now dropped off the listing.

When asked whether the 'Closed' movements relates to where a by-pass has been removed, MA responded by explaining that whilst this is largely the case, it is also a product of ongoing engagement with Shippers who have provided responses, although he asked parties to also note that there are some historical (inaccurate) flags involved as well. It was noted that Shippers have correct information within the UKLink system to better reflect the status of each actual installation.

When asked whether notifications are always happening (i.e. historical views), MA responded by advising that whilst this is difficult to identify, the investigations have triggered positive responses from impacted industry parties.

MA observed that once the COVID-19 'lockdown' eases and site visits are once again feasible, we could potentially see an increase in problematic sites.

MA went on to suggest that the current 117 'Open' by-passes could be expected to potentially reduce over the course of the next few months.

When Mark Bellman (MB) enquired whether the 106 'Open' by-passes could potentially impact upon settlement (via the read adjustment processes), FC responded explaining that there is NO block on submitting the meter readings, as the status of the by-pass does not affect this part of the process and as a consequence, meter readings are being processed as expected – as long as reads are loaded, the system will calculate reconciliation.

By-Pass Consumption Adjustments slide

MA advised that this matter would also be the subject of consideration at the forthcoming 22 April 2021 Distribution Workgroup meeting.

2.6 Covid-19 Updates

2.6.1. Isolations Update

F Cottam (FC) advised that at this time she did not have any further updates on this matter.

2.6.2. Other Updates

F Cottam (FC) advised that at this time she did not have any further updates on this matter.

2.6.3. Xoserve Defect 64142 Update

F Cottam (FC) requested, and PAC Members present agreed, that this item could be removed from future PAC agendas.

3. Matters for Committee Attention

3.1 PAC/PAFA Access to Data / Dedicated Sprint Planning Update

3.1.1. Future Progress Considerations

K Kennedy (KK) provided a brief overview of the 'XRN4876 – PAC DDP Update' presentation during which discussions focused on the following key matters:

XRN4876 – Next Steps slide

KK advised that the budget impacts requirements (inc. resourcing considerations and potential impacts) would be refined further in anticipation of consideration at the 11 May 2021 PAC meeting. In clarifying, KK explained that resourcing in this instance relates to 'core' development requirements.

When asked, KK advised that the 'User Stories' would be available via the new / updated Dashboard Reports (inc. DDP information areas and training modules etc.).

3.2 Performance Issues Impacting the Success of Faster Switching

In providing a verbal update, Graeme Cunningham (GC) explained that he had been in ongoing discussions with JW to explore what data is available, in order to better identify issues associated with sites and meter accuracy information, especially any 'dirty data' elements.

Expanding upon the discussion, JW explained that he believes that the title of '*Performance Issues Impacting the Success of Faster Switching*' is potentially misleading as the Faster Switching programme also involves a beneficial data cleansing exercise. However, there are some important aspects to consider, namely:

- the current PARR is under-developed in terms of meter reading rejections, and
- consideration of the potential settlement impacts associated with delivery of the Faster Switching programme is needed – to this end, he is currently discussing the matter with his Gemserv colleagues.

Moving on, GC made reference to the discussions on item 2.3 above citing some of the important elements of that presentation.

When asked whether there is a dialogue established between the CAMs and Shippers, JW confirmed this to be the case whilst at the same time pointing out that he and GC would also be looking closely at the current '*User Stories*' to refine matters going forward.

3.3 PAC Budget Spend Update

Please refer to the discussions and presentation material for item 3.1.1 above for more details.

3.4 Theft of Gas Update (information only)

In noting the discussions and considerations undertaken in earlier items above, AR suggested that parties might benefit from also:

- considering R001 highlighted in the '*PAFA Risk & Issues Register Update*' provided under item 2.3 above;
- keeping abreast of the UNC Modification 0734S 'Reporting Valid Confirmed Theft of Gas into Central Systems' discussions due to be undertaken at the 22 May 2021 Distribution Workgroup meeting;
 - noting that PAFA and Electralink considerations and outputs will be included within the 0734S Workgroup Report in due course, and
 - noting that the Workgroup Report is due to be considered at the 17 June 2021 Panel meeting.

Draft PARR report for mod 734S (still in progress) presentation

JW provided a brief overview of the tabulated document provided in support of this item during which the bulk of discussions focused on the Report Example provided on page 2.

When Ellie Rogers (ER) questioned the use of the term 'Corrections' citing the fact that these would appear to the CDSP in the form of new theft settlements. When AR suggested there is potentially no correlation between objections and corrections, JW responded by advising that he would look to discuss with ER offline.

It was suggested, and agreed in principle, that the PAC should focus attention on those parties who regularly object, as this highlights a behavioural concern – it is envisaged that the '% Count' should help tease these offenders out of the shadows.

ER reminded everyone present that corrections originate from the Suppliers whilst objections originate from the Shippers.

When AR suggested that the matter boils down to the context in which the problem is found, some parties felt that volume might also have an impact.

FC urged caution as an anonymised version of this information might prove difficult to produce and care would be needed to avoid inadvertently revealing shipper identities.

Closing discussions AR encourage JW to attend the 0734S Workgroup meetings in order to be able to better consider what and how to report going forward.

3.5 Standards of Service Liabilities Report (information only)

Provided for information only with no additional queries to report.

3.6 CDSP Update on PAFA Procurement

FC provided a very brief summary update on the progress to date, as follows:

- process remains ongoing and is currently running according to the plan;
- supported by 3 Stakeholders (comprising former and current PAC members) are presently assisting in the scoring and selection processes alongside Xoserve and Correla;
- evaluation of 'offers' to provide the service provision underway, and
- end of June completion remains 'on target'.

4. Update on Potential Changes to Performance Assurance Reporting and PARR

4.1 PAFA Industry Meeting Update

Specific consideration deferred as JW explained that he had nothing new to add.

4.2 Modification 0664V - Transfer of Sites with Low Valid Meter Reading Submission Performance from Classes 2 and 3 into Class 4.

AR advised that a draft Variation Request is being considered at the 22 April 2021 Workgroup meeting, with the aim of formal submission at the 20 May 2021 Panel meeting.

In essence, the draft Variation Request comprises three (3) elements, namely:

- addressing issues between Shipper / Supplier combination;
- removal of the 'lockout' mechanism, and
- consideration of a change in governance from Authority Direction to Self-Governance inline with the Authority view / recommendation.

Concluding discussions, AR explained that it is hoped that the Variation is deemed non-material in nature and therefore not require (avoid) a further round of consultation, but ultimately that is up to Panel to decide.

4.3 Modification 0674 - Performance Assurance Techniques and Controls

AR and MB provided an overview of the recent email issued to the PAC Members ahead of the meeting (07 April 2021) within which it stated:

"Dear PAC Members,

As you will be aware, Workgroup 0674: Performance Assurance Techniques and Controls, has now concluded its development work and a Workgroup Report has been prepared for submission to the April Modification Panel, with a recommendation that the Report should be circulated for a consultation for a period of 20 days.

As you will remember, at the September 2020 PAC meeting, PAC was asked to provide a statement of support for the proposal and the associated amended documentation. After some discussion of the need and nature of such a statement, a vote was then taken on the statement below, supporting the intent of UNC674 and received majority support in both constituencies.

(The statement in September was: PAC Members support the intention of Modification 0674 and have been active in supporting the Workgroup Assessment of the Modification since it was raised. This includes the documents created and modified as part of the Modification, for example the Performance Assurance Framework Document v4.3.)

At the March Workgroup 0674 Meeting there was an agreed view that, given some developments to the documentation and the period of time since the last vote, a reaffirmation of PAC support should be sought. This would provide Panel and consultees with confidence that PAC support and can work with the revised arrangements for settlement and performance assurance.

It is in this context that at the April PAC meeting we are looking for a statement of support for Modification UNC0674 (which would codify the powers and limitations of PAC and rights and obligations of Parties) and the Performance Assurance Framework Document (PAFD) (which would become the initial operating manual for PAC activities).

I propose that the statement voted on next week is:

- PAC Members support Modification UNC0674 v15 and the revised Performance Assurance Framework Document v4.5 (created as part of the Modification).
- PAC has been kept up-to-date on developments during the modification process and noting that some members have actively contributed to the Workgroup development since it was raised.
- PAC are comfortable operating under the proposed arrangements and framework.”

Therefore, please be prepared to cast your vote of confidence at the PAC meeting next week.”

Turning attention to the updating of the wording for the Workgroup Report due to be presented at the 15 April 2021 Panel meeting (see the Addendum: 13 April 2021 PAC Meeting Note on page 19 of the WGR v5.0, dated 14 April 2021)², it was noted that parties would be able to provide a (company) view during the formal consultation stage of the Modification, whilst they are being asked to also provide a degree of support for the statement contained in an email circulated to the PAC Membership prior to this meeting.

However, some parties voiced their concerns that having already been an active party to the Workgroup discussions they do not feel there is a further need to profess a view, other than to reiterate support for the basic intent of the Modification. Additionally, some parties remained uneasy around the use of the word ‘support’ in bullet point 1, preferring the utilisation of the word ‘intent’ instead – it should be noted that not all PAC Members voiced the same concerns.

Similarly, some parties preferred the use of ‘are aware that they would be’ over ‘are comfortable’ in bullet point 3 – once again it should be noted that not all PAC Members voiced the same concern.

PAC Members then expressed a view on the three proposals, as follows:

- 5 (five) Members expressed support for the statement in bullet point 1 as initially written within the email, and thereafter
- 4 (four) members expressed support for the slightly amended version, (which referred to the *intent* of modification), of the bullet point 1 statement, and thereafter
- All Members present expressed support for one (or both) of the above options.

It was noted that the seeking of an endorsing statement from PAC had been a meaningful exercise as it clearly demonstrated varying levels of positive support for the evolutionary progress being made by the PAC and its Membership over the last 2 to 3 years – as always Members views and feedback remain of paramount importance.

4.4 Modification 0691S - CDSP to convert Class 2, 3 or 4 meter points to Class 1 when G1.6.15 criteria are met

Fiona Cottam (FC) provided a brief overview of the ‘Proposal for Updates to the Performance Assurance Report Registers (PARR)’ presentation during which attention was focused on the following key aspects (by exception):

Proposed View slide

Parties supported the new tabulated layout proposal, noting that the expected numbers should be relatively low anyway as the focus is on sites that get moved into Class 1.

² Please note a copy of the Workgroup Report is available to view and/or download from the Joint Office web site at: <https://www.gasgovernance.co.uk/index.php/0674>

When it was also suggested that perhaps providing what (total) numbers of sites are being progressed and to what timescales might also be beneficial, FC responded by advising that this type of information is already highlighted within 'other' PARR and as a consequence perhaps Corella / CDSP / Xoserve could look to provide a monthly update going forward.

Concluding discussions, Martin Attwood (MA) advised that he would consider the feedback provided and look to further develop the proposals.

Proposed PAC View slide

The consensus of the PAC Members in attendance was that the proposed tabulated information format looks good and provides a sensible solution.

Next Steps slide

FC pointed out that as far as the 'Draft PARR Extract for PAC Approval – plus tracked change PARR' bubble is concerned, this reflects the UNC Modification 0691S provisions (inc. AQ & Risk).³

In concluding consideration, MA pointed out that the first set of MPRs for April have already been received.

4.5 Modification 0730V – COVID-19 Capacity Retention Process

It was agreed that as the Modification was rejected by Ofgem on 19 March 2021, it can now be removed from future agendas.

4.6 Modification 0734S – Reporting Valid Confirmed Theft of Gas into Central Systems

It was agreed that this had been covered during discussions elsewhere in the meeting.

4.7 Any Other changes

None to consider.

5. Review of Outstanding Actions

5.1 PAC Actions

PAC0202: *Reference 'Open' By-Pass with progressive readings'* – Xoserve (MA) to investigate the 107 sites where consumption is evident and engage with the relevant shippers concerned and provide feedback at a future meeting.

Update: When some concerns were voiced around the fact that more clarity is needed around the 106 'Open' status related MPRs, it was agreed to close this main action, but open a new action to provide the additional clarity of information being sought. **Closed**

New Action PAC0402: *Reference the 106 MPRs with a status of 'Open' By-Pass with progressive readings'* – Corella (MA) to look to provide additional (more detailed) supporting evidence of what was identified during investigations.

PAC0301: *Reference Future Option 2 'Add to the PARR to allow use of consistent code names'* – Correlá (FC) and PAFA (JW) to consider whether AQ at Risk Reporting could be integrated into the PARR &/or DDP User Story provisions.

Update: When FC suggested that this action had now been superseded by the provision of the updated version of the PARR, it was agreed that a new agenda item should be added under item 4 to cover 'AQ at Risk Update' – please note that this will be different to the update provided under existing item 2.4.

In light of the update provided, it was agreed this action could now be closed. **Closed**

³ Please note the UNC Modification 0691S legal text was inserted into Code as part of update v5.61, as at 01 April 2021.

PAC0302: *Reference Meter Points without a Read for 4 years or greater* – Correla (MA) to look to provide an update on the status of the circa 164k MPRNs involved and what actions are being undertaken to resolve the issue.

Update: When MA provided a brief overview of the *'Meters without a Read for 4 years or greater'* presentation, it was agreed this action could now be closed. **Closed**

PAC0303: *Reference By-Pass Flag and Status Update* – Correla (MA) to look to integrate the 'Closed' reduction figures within the summary table.

Update: When AR suggested that this action had been covered under consideration of item 2.5 above, it was agreed this action could now be closed. **Closed**

PAC0304: *Reference Performance Issues Impacting the Success of Faster Switching* – Correla (FC), PAFA (JW) & Centrica (GC) to explore possible meter attributes aspects (as per the Risk Register) and provide a possible view on meter address issues and interaction with settlement risks.

Update: It was agreed that this action had been covered by discussions elsewhere during the meeting and could therefore be closed. **Closed**

5.2 DDP Sprint Actions

During a brief onscreen review of the *'PAC DDP Actions Table from 09 March 2021'*, it was agreed that the table (minus the blue update text) should be added to the minutes and also the 11 May 2021 PAC Agenda for a more detailed consideration at that meeting.

Thereafter, Karen Kennedy (KK) provided a brief overview of the *'Action: DDP0301 User Story DDP-400'* presentation during which JW pointed out that the PAFA fully supports the recommendation, as trying to 'track' AQs via any other means, would otherwise prove extremely difficult in reality.

KK went on to point out that the proposed solution would potentially make measuring the impact that replacement reads are having on AQ and on kWh reconciliation.

When asked, **PAC Members unanimously approved the proposals** as presented with no adverse comments being presented.

6. Any Other Business

6.1 UNC Modification 0760 Progress Update

AR explained that UNC Modification 0760 *'Introducing the concept of derogation for Net Zero innovation into Uniform Network Code (UNC)'* is being developed within the auspices of the Governance Workgroup arena, with the next meeting scheduled to take place on 23 April 2021.

6.2 Market File Flow Issues

Opening discussions, JW explained that it appears that the incoming file flows are not causing any issues, as it is the outgoing file flows that are the problem.

When asked, FC confirmed the following:

- the issue is restricted to outgoing file flows only;
- Class 2 read responses delayed;
 - potential for a performance dip associated with the week before Easter for some parties;
 - feedback from impacted parties has been received and investigated;
- Customers have been advised that any isolated reductions in performance associated with this problem would not invoke / trigger a PAC Performance concern, and

- PAC will need to consider these factors when examining performance figures for April / May 2021.

New Action PAC0403: *Reference Market Outgoing File Flow Issues - Correla (FC)* to provide an update on what issues have been identified and any resolution actions to be undertaken / recommended.

7. Next Steps

7.1 Key Messages

Published at: <http://www.gasgovernance.co.uk/pac/summarykeymessages>

8. Diary Planning

8.1 2021 meeting dates

Further details of planned meetings are available at: www.gasgovernance.co.uk/events-calendar/month

Time/Date	Paper Publication Deadline	Venue	Programme
09:30, Tuesday 11 May 2021	17:00 Monday 03 May 2021	Teleconference	Standard Agenda
09:30, Tuesday 15 June 2021	17:00 Monday 07 June 2021	Teleconference	Standard Agenda
09:30, Tuesday 13 July 2021	17:00 Monday 05 July 2021	Teleconference	Standard Agenda

For details of the informal sub-group meetings and topics please contact the PAFA directly.
PAFA@gemserv.com

PAC Action Table (as at 13 April 2021)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PARR Report Actions:					
PARR Mar 01	16/03/21	2.1	PAFA (SR) and Correla (FC) to explore rolling out new proposed reporting and dashboards to industry.	PAFA (SR) & Correla (FC)	Update provided. Closed
PAC Actions 2020/21:					
PAC 0202	16/02/21	2.7	<i>Reference 'Open' By-Pass with progressive readings</i> – Xoserve (MA) to investigate the 107 sites where consumption is evident and engage with the relevant shippers concerned and provide feedback at a future meeting.	Xoserve (MA)	Update provided. Closed
PAC 0301	16/03/21	2.4	<i>Reference Future Option 2 'Add to the PARR to allow use of consistent code names'</i> - Correla (FC) & PAFA (JW) to consider whether AQ at Risk Reporting could be integrated into the PARR &/or DDP User Story provisions.	Correla (FC) & PAFA (JW)	Update provided. Closed
PAC 0302	16/03/21	2.4	<i>Reference Meter Points without a Read for 4 years or greater</i> - Correla (MA) to look to provide an update on the status of the circa 164k MPRNs involved and what actions are being undertaken to resolve the issue.	Correla (MA)	Update provided. Closed
PAC 0303	16/03/21	2.5	<i>Reference By-Pass Flag and Status Update</i> - Correla (MA) to look to integrate the 'Closed' reduction figures within the summary table.	Correla (MA)	Update provided. Closed
PAC 0304	16/03/21	3.2	<i>Reference Performance Issues Impacting the Success of Faster Switching</i> – Correla (FC), PAFA (JW) & Centrica (GC) to explore possible meter attributes aspects (as per the Risk Register) and provide a possible view on meter address issues and interaction with settlement risks.	Correla (FC) & PAFA (JW) & Centrica (GC)	Update provided. Closed
PAC 0401	13/04/21	2.3	<i>Reference the Risk & Issues Register on Huddle</i> – All PAC Member to consider and provide views / comments (inc. any potentially new issues) ahead of the 11 May 2021 PAC meeting.	PAC Members	Pending

PAC 0402	13/04/21	5.1	<i>Reference the 106 MPRs with a status of 'Open' By-Pass with progressive readings</i> – Corella (MA) to look to provide additional (more detailed) supporting evidence of what was identified during investigations.	Correlle (MA)	Pending
PAC 0403	13/04/21	6.2	<i>Reference Market Outgoing File Flow Issues</i> - Correlle (FC) to provide an update on what issues have been identified and any resolution actions to be undertaken / recommended.	Correlle (FC)	Pending
PAC DDP Sprint Actions 2020/21:					
PAC DDP 0301	03/03/21	2.3	<i>Reference DDP-399</i> – Xoserve (KK) to look to develop a 'User Story' for the 2 nd phase.	Xoserve (KK)	Pending
PAC DDP 0302	03/03/21	2.3	<i>Reference DDP-198</i> - PAFA (SU) to look to provide a list of which reports require additional filters adding for consistency purposes.	PAFA (SU)	Pending
PAC DDP 0303	03/03/21	2.3	<i>Reference DDP-193</i> - Xoserve (KK) to look to expand DDP-193 to include DDPs 166 and 192 elements, especially aspects of the Meter Read Validity Report requirements.	Xoserve (KK)	Pending
PAC DDP 0304	03/03/21	2.3	<i>Reference DDP-177</i> - Xoserve (KK) to look to expand DDP-382 to include AMR aspects.	Xoserve (KK)	Pending
PAC DDP 0305	03/03/21	2.3	<i>Reference DDP-191</i> - Xoserve (KK) and PAFA (SU/JW) to undertake offline discussions around the possible combining of DDPs 190 and 191.	Xoserve (KK) & PAFA (SU/JW)	Pending
PAC DDP 0306	03/03/21	2.3	<i>Reference DDP Review Requirements</i> - Joint Office (RH) to look to set up and additional Sprint meeting for April 2021.	Joint Office (RH)	Pending
PAC DDP 0307	09/03/21	2.	<i>Reference DDP-163</i> – Correlle (KK) to clarify what information is already available within the PARR suite and then provide a recommendation as to whether this issue can be removed.	Correlle (KK)	Pending
PAC DDP 0308	09/03/21	2.	<i>Reference DDP-168</i> – Correlle (KK) to expand requirement to include the auto change of Conversion Factors in addition to monitoring those that require manual calculation & updating - this will require reassessment of development scope.	Correlle (KK)	Pending

PAC DDP 0309	09/03/21	2.	<i>Reference DDP-185</i> – Correla (KK) and (AH) to consider how best to tweak the wording for this issue to better reflect requirements.	Correla (KK)	Pending
PAC DDP 0310	09/03/21	2.1	<i>Reference Change of Supplier / Replacement Reads</i> - Correla (KK) & Centrica (OC) to consider the actual requirements and how these might impact upon the budgetary requirements that fall outside of XRN4876.	Correla (KK) & Centrica (OC)	Pending