

## Agenda

### UNC Performance Assurance Committee (PAC)

**10:00 Tuesday 11 August 2020**

**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 03 August 2020.**

*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  |              |             |
| 1.2.  | Note of Alternates   |              | Information |
| 1.3.  | Quoracy Status   | Chair        |             |
| 1.4.  | Approval of Minutes (14 July 2020)   |              | Approval    |
| 1.5.  | Approval of Late Papers  |              | Approval    |
| <b>2. Monthly Performance Assurance Review Items</b>                              |  |              |             |
| 2.1.  | Risk & Issues Register Review  | PAFA (SR)    | Discussion  |
| 2.1.1.  | UIG Risk & Issues Update   | CDSP (FC)    | Information |
| 2.2.  | PARR Report Review - Dashboard update  | PAFA (SU)    | Discussion  |
| 2.3.  | Review of Outstanding PARR Actions   | CDSP (SR/SU) | Information |
| 2.4.  | Covid-19 Reports *   | CDSP (FC)    | Information |
| 2.5.  | AQ at Risk Update *  | CDSP (FC)    | Discussion  |
| 2.6.  | EUC09 Count by Class Update *  | CDSP (FC)    | Discussion  |
| 2.7.  | AQ Calculation Error Update  | Npower (SC)  | Information |
| 2.8.  | Open Meter by-pass Update  | CDSP (JR)    | Information |
| 2.9.  | Theft of Gas Update  | CDSP (FC)    | Information |
| <b>3. Matters for Committee Attention</b>   |  |              |             |
| 3.1.  | PARR Modification 0690S - Reduce qualifying period for Class 1.  | CDSP (FC)    | Decision    |
| 3.2.  | PAC Budget Spend Update  | CDSP (JR)    | Information |
| 3.3.  | Standards of Service Liabilities Report (information only)   | Chair        | Information |
| <b>4. Update on Potential Changes to Performance Assurance Reporting and PARR</b> |  |              |             |
| 4.1.  | Modification 0664 - Transfer of Sites with Low Valid Meter Reading Submission Performance from Classes 2 and 3 into Class 4. | Chair/MJ     | Information |

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|   |             |             |
|---|-------------|-------------|
| 4.2. Modification 0674 - Performance Assurance Techniques and Controls (Review of v10.0) incl. PAC Document 4 PAFA Scope Definition | Chair/MB    | Information |
| 4.3. Modification 0691S - CDSP to convert Class 2, 3 or 4 meter points to Class 1 when G1.6.15 criteria are met                     | Chair       | Information |
| 4.4. Modification 0730 - COVID-19 Capacity Retention Process  | Chair       | Information |
| 4.5. Any Other changes  | Chair       | Information |
| 5. Review of Outstanding Actions  | Chair       | Information |
| 6. Any Other Business   |             |             |
| 6.1. PAFA Access To Data (SC)   | Npower (SC) | Information |
| 6.2. Measurement Error Register (SC)  | Npower (SC) | Information |
| 6.3. UNC Panel Request – PAC to review COVID-19 problems, solutions, what interventions required before going into Winter.          | Chair       | Information |
| 6.4. Closure of XRN4876 (DDP user stories)  | PAFA (SR)   | Decision    |
| 7. Next Steps   | Chair       | Information |
| 7.1. Key Messages   | Chair       | Information |
| 8. Diary Planning   | Chair       | Information |
| 8.1. December 2020 meeting date   | Chair       | Discussion  |
| 8.2. 2021 meeting dates   | Chair       | Discussion  |

PAC Action Table (as at 14 July 2020)

| Action Ref                  | Meeting Date | Minute Ref | Action  | Owner     | Status Update  |
|-----------------------------|--------------|------------|---|-----------|----------------|
| <b>PARR Report Actions:</b> |              |            |   |           |                |
| PARR July 01                | 14/07/20     | 2.2        | PAFA to draft and issue an industry wide communication informing Shippers of the change to performance improvement plans. Shippers with plans suspended should work with their CAMs to provide revised timeframes.                | PAFA (SU) | <b>Pending</b> |
| PARR July 02                | 14/07/20     | 2.2        | PAFA to issue a performance improvement letter to Seoul and Phillipsburg. Shippers who have exhibited less than 60% average read performance between January and May 2020 should be issued with a performance observation letter. | PAFA (SU) | <b>Pending</b> |
| PARR July 03                | 14/07/20     | 2.2        | PAC members have requested the PAFA to issue performance observation letters to those Shippers with no reads for 1,2,3 or 4 years and write an improvement letter to Bratislava.  | PAFA (SU) | <b>Pending</b> |

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|                          |          |     |  |                                   |                        |
|--------------------------|----------|-----|--|-----------------------------------|------------------------|
| PARR<br>July 04          | 14/07/20 | 2.2 | PAFA to issue letters to the 7 Shippers who have not submitted their NDM sample data reminding them of the requirements of the Mod and requesting them to submit as part of the October window.              | PAFA<br>(SU)                      | <b>Pending</b>         |
| <b>PAC Actions 2020:</b> |          |     |  |                                   |                        |
| PAC<br>0304              | 16/03/20 | 6.5 | Xoserve/CDSP (JR) to provide PAC with some additional industry performance read rejection analysis from the Shipper Performance Packs  | Xoserve/<br>CDSP<br>(JR)          | <b>Carried Forward</b> |
| PAC<br>0701              | 14/07/20 | 2.3 | Xoserve (FC) and PAFA (SU) to undertake a monthly review of all actions ahead of PAC meetings and provide a pre-meeting update.  | Xoserve<br>(FC) &<br>PAFA<br>(SU) | <b>Pending</b>         |
| PAC<br>0702              | 14/07/20 | 2.4 | DNs / Xoserve (FC) to request the provision of how estimated meter readings have been derived and submitted from Shippers under Modification 0722.   | DNs /<br>Xoserve<br>(FC)          | <b>Pending</b>         |
| PAC<br>0703              | 14/07/20 | 2.7 | Xoserve (HF) to liaise with the Customer Advocate Managers (CAMs) in regards to market breaker meter read rejections, to identify Shippers and provide further context on any subsequent corrective actions. | Xoserve<br>(HF)                   | <b>Pending</b>         |
| PAC<br>0704              | 14/07/20 | 2.7 | Xoserve (FC) and PAFA (SR) to consider the joint approach for altering PAC to performance areas that need greater focus.   | Xoserve<br>(FC) &<br>PAFA<br>(SR) | <b>Pending</b>         |
| PAC<br>0705              | 14/07/20 | 2.9 | Xoserve (FC/HF) to ensure CAMs contact Shippers to build awareness of Open Meter By-Pass and provide a PAFA/Xoserve coordinated update.  | Xoserve<br>(FC/HF)                | <b>Pending</b>         |
| PAC<br>0706              | 14/07/20 | 6.1 | Xoserve (FC) to request/table an AOB item in UNCC to encourage appointment to the PAC procurement Stakeholder Evaluation Panel.  | Xoserve<br>(FC)                   | <b>Pending</b>         |
| PAC<br>0707              | 14/07/20 | 6.1 | Xoserve (FC) to provide MB with the UNC reference that limits PAC to seeing reports only by anonymised Shipper (or explain the restriction)  | Xoserve<br>(FC)                   | <b>Pending</b>         |

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