

Agenda

UNC Performance Assurance Committee (PAC)

10:30 Tuesday 11 February 2020

at Elexon, 4th Floor, 350 Euston Road, London, NW1 3AW

<http://www.elexon.com/aboutelexon/locationMap.aspx>

Please provide all agenda items and any related meeting papers in time to allow publication by 5pm on Monday 03 February.

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 (14 and 20 January 2020) | | Approval |
| 1.5. | Approval of Late Papers | | Approval |
| 2. Monthly Performance Assurance Review Items | | | |
| 2.1. | Risk & Issues Register Review | PAFA (SR) | Approval |
| 2.2. | PARR Report Review - Dashboard update | CDSP (SR) | Approval |
| 2.3. | AQ at Risk Update | CDSP (FC) | Discussion |
| 2.4. | EUC09 Count by Class Update * | CDSP (FC) | Discussion |
| 3. Review of Outstanding Actions | | Chair | Information |
| 4. Update on Potential Changes to Performance Assurance Reporting and PARR | | | |
| 4.1. | Modification 0672 – Target, Measure & Report Product Class 4 Read Performance | Scottish Power (MB) | Information |
| 4.2. | Modification 0674 - Performance Assurance Techniques and Controls | Scottish Power (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 | British Gas (RK) | Information |
| 4.4. | Modification 0699 - Incentivise Key Areas of Performance using additional UIG Charges (SC) | Scottish Power (SC) | Information |
| 4.5. | Modification 0707S - Introducing 'Performance Assurance Framework Administrator' as a new User type to the Data Permissions Matrix | Shell Energy (CW) | Information |
| 4.6. | Any Other changes | | Information |
| 4.7. | Approach for updates to document 'Performance Assurance Report Register' | CDSP (FC) | Approval |

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|---|--------------|-------------|
| 5. Matters for Committee Attention | CDSP (FC) | Information |
| 5.1. Unintended consequences - Product Class churn | CDSP (FC) | Discussion |
| 5.2. Data Discovery Platform (DDP) Update | CDSP (DN/JR) | Information |
| 5.3. PAC Budget Spend Update | CDSP (JR) | Information |
| 5.4. Standards of Service Liabilities Report (information only) | Chair | Information |
| 6. Any Other Business | | |
| 6.1. Gas Corrector Removal Update | Total (LH) | Information |
| 6.2. Rationalisation of PARR Registers (code links and summary) | CDSP (FC) | Information |
| 6.3. Items to be advised | | |
| 7. Next Steps | Chair | Information |
| 7.1. Key Messages | PAFA (SR) | Information |
| 8. Diary Planning | Chair | Information |

PAC Action Table (as at 14 January 2020)

| Action Ref | Meeting Date | Minute Ref | Action | Owner | Status Update |
|------------|--------------|------------|--|-----------------------------------|--|
| PAC 1106 | 12/11/19 | 4.5 | Xoserve (FC) and PAFA (SR) to start the process to update PARR Reports to include Modification 0654 PARR Specification. | Xoserve (FC) | Carried Forward |
| PAC 1202 | 10/12/19 | 1.5 | Xoserve (FC) to ensure Document 4 PAFA Scope Definition is updated. | Xoserve (FC) | Carried Forward |
| PAC 1205 | 10/12/19 | 2.2 | Xoserve (JR) to provide supporting articulation i.e. 'what is going on' in the PARR Report Dashboard. | Xoserve (JR) | Carried Forward |
| PAC 1206 | 10/12/19 | 3.2 | Joint Office (RH/HC) to establish if the PAC Documents; Performance Assurance Framework - Performance Reports Register and Performance Assurance Report Register should be published on the UNC Related Document page at: http://www.gasgovernance.co.uk/tpddocs | Joint Office (RH/HC) | Further consideration Carried Forward |
| PAC 1207 | 10/12/19 | 3.2 | Xoserve (FC) and Joint Office (RH) to review the governance of the Performance Assurance Framework - Performance Reports Register and Performance Assurance Report Register. | Xoserve (FC) Joint Office (RH) | Further consideration Carried Forward |

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|----------|----------|-----|---|---------------------------|------------------------|
| PAC 0101 | 14/01/20 | 1.5 | Xoserve and PAFA to review the 2020 scheduled meetings and consider the potential options available (e.g. extract data earlier, move meetings, pre-approve late papers) to support the timely provision of meeting documentation. | PAFA (SR) Xoserve (FC) | Pending |
| PAC 0102 | 14/01/20 | 1.5 | PAFA and Xoserve to provide clarity on the process of data provision outlining what processes are followed and a timeline illustrating the critical dates. | PAFA (SR) Xoserve (FC) | Pending |
| PAC 0103 | 14/01/20 | 1.5 | Xoserve to update the Product Class Churn Table and provide site movement scenarios. | Xoserve (FC) | Carried Forward |
| PAC 0104 | 14/01/20 | 1.5 | PAC members to Review Document 4 PAFA Scope Definition and provide feedback to Xoserve via the Joint Office, on what they believe the requirements are. | PAC Members | Pending |
| PAC 0105 | 14/01/20 | 1.5 | Xoserve to provide an overview of what is in the current PAFA contract providing a marked-up Document 4 PAFA Scope Definition capturing any mismatches. | Xoserve (FC) | Pending |
| PAC 0106 | 14/01/20 | 4.2 | PAFA (SR) to provide a one-page proposal for representing PAC at key industry meetings for PAC to formally approve. | PAFA (SR) | Pending |

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