

Agenda

UNC Performance Assurance Committee (PAC)

10:00 Tuesday 13 October 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 Friday 05 October 2020.

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 September 2020)		Approval
1.5.	Approval of Late Papers		Approval
2. Monthly Performance Assurance Review Items			
2.1.	Risk & Issues Register Update	PAFA (SR)	Discussion
2.2.	PARR Report Review - Dashboard update	PAFA (SU)	Discussion
2.3.	PAC Annual Review Update	PAFA (SE/SU)	Information
2.4.	Review of Outstanding PARR Actions	CDSP (SR/SU)	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	PAFA (SR)	Information
2.8.	Open / Meter by-pass Update	CDSP (FC)	Information
2.9.	Covid-19 Reports *	CDSP (FC)	Information
2.10.	Theft of Gas Update	CDSP (FC)	Information
3. Matters for Committee Attention			
3.1.	Proposed PARR Change for Modification 0690S - Reduce qualifying period for Class 1.	CDSP (FC)	Decision
3.2.	PAC Budget Spend Update (due October)	CDSP (FC)	Information
3.3.	Standards of Service Liabilities Report (information only)	Chair	Information
4. Update on Potential Changes to Performance Assurance Reporting and PARR			
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	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	CDSP (FC)	Information
6.2. PAC Membership Letters (Document 5 amendment)	Chair	Approval
6.3. PAC Alternates (Nomination, Letters)	Chair	Information
7. Next Steps	Chair	Information
7.1. Key Messages	Chair	Information
8. Diary Planning	Chair	Information
8.1. 2021 meeting dates	Chair	Decision

PAC Action Table (as at 14 September 2020)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PARR Report Actions:					
PARR Sep 01	14/09/20	2.2	PAFA to liaise with CAMs and follow up with those Shippers that have not provided timeframes with their improvement plans and/or not provided plans.	PAFA (SR)	Pending
PARR Sep 02	14/09/20	2.2	PAFA to contact Tallinn and inform them that they should not be moving sites into PC3 until equipment is installed and they are in a position to submit reads.	PAFA (SR)	Pending
PAC Actions 2020:					
PAC 0802	11/08/20	5.0	PAC sub-group to consider the Market Breaker Read analysis and what the next steps should be and PAFA (SR) to consider what information can be presented using Moon names.	PAC Members / PAFA (SR)	Carried Forward
PAC 0810	11/08/20	6.4	Xoserve (FC) to confirm if an XRN is available for each DDP Story / Report change.	Xoserve (FC)	Carried Forward

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PAC 0901	14/09/20	1.0	Joint Office (RH) to provide a proposed amendment to the PAC ToR to allow PAC Alternates to observe meetings.	Joint Office (RH)	Pending
PAC 0902	14/09/20	2.3	Joint Office (RH) to consider the ability to approve the Annual Review Document via email before the October meeting.	Joint Office (RH)	Pending
PAC 0903	14/09/20	2.9	CAMs to encourage Shipper Constituencies to review/audit sites with a recorded Open Bypass and to provide a response to the CDSP.	Xoserve CAMs (FC/AG)	Pending
PAC 0904	14/09/20	6.1	Xoserve (FC) to consider and review how it can meet PAC/PAFA data requirements in the short and longer term.	Xoserve (FC)	Pending
PAC 0905	14/09/20	6.4	Joint Office (RH) to review all signed PAC Membership letters to ensure these are the current version, and request replacement letters for any letters that need to be replaced.	Joint Office (RH)	Pending

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