

Agenda

UNC Performance Assurance Committee (PAC)

10:30 Monday 16 March 2020

at Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA

<https://www.blenheimcourtsolihull.co.uk>

Please provide all agenda items and any related meeting papers in time to allow publication by 5pm on Friday 06 March.

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	Chair	Information
1.2.	Note of Alternates		
1.3.	Quoracy Status		
1.4.	Approval of Minutes (11 February 2020)		
1.5.	Approval of Late Papers		
2. Monthly Performance Assurance Review Items			
2.1.	Risk & Issues Register Review	PAFA (SR)	Discussion
2.2.	PARR Report Review - Dashboard update	CDSP (SR)	Discussion
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.	Future Proofing PARR (% targets): Modification 0664 - Transfer of Sites with Low Valid Meter Reading Submission Performance from Classes 2 and 3 into Class 4.	CDSP (FC/MJ)	Discussion
4.2.	Modification 0672 – Target, Measure & Report Product Class 4 Read Performance	Scottish Power (MB)	Information
4.3.	Modification 0674 - Performance Assurance Techniques and Controls	Scottish Power (MB)	Information
4.4.	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
4.5.	Modification 0699 - Incentivise Key Areas of Performance using additional UIG Charges (SC)	Scottish Power (SC)	Information
4.6.	Modification 0707S - Introducing 'Performance Assurance Framework Administrator' as a new User type to the Data Permissions Matrix	Shell Energy (CW)	Information
4.7.	Any Other changes		Information

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5. Matters for Committee Attention		
5.1. Data Discovery Platform (DDP) Update (XRN4876)	CDSP (JR)	Information
5.2. PAC Budget Spend Update	CDSP (JR)	Information
5.3. Standards of Service Liabilities Report (information only)	Chair	Information
5.4. Review of Updated Draft PARR	CDSP (FC)	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. <i>Huddle Review – Access Arrangements for PAC Alternates</i>	PAFA (SR)	Discussion
6.4. <i>Proof of Concept data comparison exercise - Retrospective Data Update</i>	CDSP (PO)	Information
6.5. <i>Volume of Market Breaking Reads</i>	Npower (SC)	Discussion
7. Next Steps	Chair	Information
7.1. Key Messages	PAFA (SR)	Information
8. Diary Planning	Chair	Information

PAC Action Table (as at 11 February 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 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 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)	Carried Forward
Open PAC Meeting Actions:					
OPAC 0107	20/01/20	5.1	Scottish Power (SC) Proposer to consider incorporating a PAC version of the performance report for Modification 0672.	Scottish Power (SC)	Carried Forward
OPAC 0108	20/01/20	6.0	PAFA to draft a potential PARR report to measure reported theft, AQ correction and corrected volumes.	PAFA (SR)	Carried Forward

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OPAC 0109	20/01/20	6.0	Xoserve to provide some high-level Theft of Gas statistics for PAC to consider the next steps for Workgroup 0677R recommendations.	Xoserve (FC)	Carried Forward
PARR Report Actions February 2020:					
PARR Feb 01	11/02/20	2.2	CAMs are to provide an education piece to industry on submitting check reads, with timescales to be confirmed in the next PAC meeting.	Xoserve CAMs	Pending
PARR Feb 02	11/02/20	2.2	PAFA to request Performance Improvement plans from Riyadh, Ramallah, Valletta, Monaco, Reykjavik, Gitega and Tehran	PAFA (SU)	Pending
PARR Feb 03	11/02/20	2.2	PAFA to contact Oranjestad and Brazzaville requesting further information behind the increase and details of any problems experienced in this area.	PAFA (SU)	Pending
PAC Actions February 2020:					
PAC 0201	11/02/20	2.2	Xoserve (JR) to provide additional analysis on Open Meter by-pass.	Xoserve (JR)	Pending
PAC 0202	11/02/20	2.2	Xoserve (MP) to request that Customer Advocate Managers speak to top 4 parties with Open Meter by-pass	Xoserve (MP)	Pending
PAC 0203	11/02/20	2.2	PAC to establish a suitable volunteer to become involved within the DDP BETA Team development.	PAC	Pending
PAC 0204	11/02/20	3.0	Xoserve (FC) to provide a changed marked Performance Assurance Framework document for discussion/approval with PAC and subsequent submission to the UNCC.	Xoserve (FC)	Pending
PAC 0205	11/02/20	3.0	Joint Office (AR/HC) to consider alternate meeting dates for June, September and December.	Joint Office (AR/HC)	Pending
PAC 0206	11/02/20	3.0	PAC to review and agree changes required to the Document 4 PAFA Scope Definition.	PAC	Pending

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PAC 0207	11/02/20	3.0	PAC Members to consider PAFA/PAC support role at other industry meetings for further consideration next month.	PAC	Pending
PAC 0208	11/02/20	5.4	Xoserve (FC) to query Sub-cap information within the Standards of Service Liabilities Report and check alignment with UNC.	Xoserve (FC)	Pending

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