

## Agenda

### UNC Performance Assurance Committee (PAC)

**10:00 Tuesday 17 October 2023**

**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 09 October 2023**

*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, Note of Alternates, Quoracy Status                  | Chair | Information /<br>Approval   |
| 1.2.  | Approval of Minutes (17 September 2023)                                    |       |                             |
| 1.3.  | Approval of Late Papers  |       |                             |
| 1.4.  | Review of Outstanding Actions  |       |                             |
| <b>2. PAFA Contract</b> ( <i>separate meeting invite</i> )                        | 10:30 – 11:00  | CDSP  | Information /<br>Discussion |
| <b>3. Matters for Committee Attention</b>   |  |       |                             |
| 3.1.  | Annual Review 2023 – Feedback  | PAFA  | Discussion                  |
| 3.2.  | Feedback from Performance Assurance Industry Engagement Session            | PAFA  | Discussion                  |
| <b>4. Monthly Performance Assurance Review Items</b>                              |  |       |                             |
| 4.1.  | PARR - Shipper Performance Analysis (Holistic Matrix)                      | PAFA  | Discussion                  |
| 4.2.  | RFI Subgroup Update – Product Classes 3 & 4                                |       |                             |
| 4.3.  | Performance Plans – Entry/Exit Requirements                                |       |                             |
| 4.4.  | Risk & Issues Register Update  |       |                             |
| 4.5.  | Transporter Performance Reporting Update                                   |       |                             |
| <b>5. Update on Potential Changes to Performance Assurance Reporting and PARR</b> |  |       |                             |
| 5.1.  | Review of New Modifications  | Chair | Discussion                  |
| <b>6. AOB</b>   |  |       |                             |
| 6.1.  | User Representative Appointment Process (Tenure & Confidentiality Letters) | Chair | Information                 |
| 6.2.  | PAC Meeting Start Time   | Chair | Information                 |
| <b>7. Key Messages</b>  |  | Chair | Information                 |

Please refer to your email invite for the teleconference details for this meeting

Contact Details: [enquiries@gasgovernance.co.uk](mailto:enquiries@gasgovernance.co.uk)

Papers available at: [www.gasgovernance.co.uk/PAC](http://www.gasgovernance.co.uk/PAC)

|   |       |             |
|---|-------|-------------|
| <b>8. Diary Planning</b><br><b>Next Meeting: Tuesday 14 November 2023</b> | Chair | Information |
|---|-------|-------------|

**PAC Action Table**

| Action Ref | Meeting Date | Minute Ref       | Action  | Owner                   | Status Update  |
|------------|--------------|------------------|---|-------------------------|----------------|
| PAC0901    | 12/09/23     | 1.6<br>(PAC0601) | <i>Reference Request for Information (RFI) Analysis – PC3 &amp; PC4 Meter Reading Submission</i> - CDSP (FC) and PAFA (AJ) to consider how best to signpost the Performance Assurance Industry Engagement Session being held on 22 September 2023 to those that need it based on the RFI. | CDSP (FC) and PAFA (AJ) | <b>Pending</b> |
| PAC0902    | 12/09/23     | 2.1              | PAFA to draft a letter to be issued to Shippers to advise them of PAC’s decision to approve their Performance Improvement Plans and what to expect. The draft is to be emailed to the PAC for approval.   | PAFA                    | <b>Pending</b> |
| PAC0902    | 12/09/23     | 4.1              | Joint Office (KE) to update the PAC ToR for PAC to review at the October 2023 meeting.  | Joint Office (KE)       | <b>Pending</b> |

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