

Agenda

UNC Performance Assurance Committee (PAC)

10:30 Monday 20 April 2020

via Teleconference

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

Please provide all agenda items and any related meeting papers in time to allow publication by
5pm on Wednesday 08 April 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	Chair	Information
1.2.	Note of Alternates		
1.3.	Quoracy Status		
1.4.	Approval of Minutes (16 & 24 March 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. Matters for Committee Attention			
3.1.	Covid-19 and the work of the PAC	CDSP (SR)	Discussion
3.2.	Performance Assurance Reports Register	CDSP (FC)	Approval
3.3.	Review PAC Document 4 PAFA Scope Definition	CDSP (FC)	Discussion
3.4.	Review of 'PAC Sponsor' role	PAFA (SR)	Discussion
3.5.	Review of Theft of Gas Statistics (Action 0108/9)	CDSP / PAFA	Discussion
3.6.	Huddle Review – Access Arrangements for PAC Alternates	PAFA (SR)	Discussion
3.7.	PAC Budget Spend Update	CDSP (JR)	Information
3.8.	Standards of Service Liabilities Report (information only)	Chair	Information
4. Review of Outstanding Actions		Chair	Information
5. Update on Potential Changes to Performance Assurance Reporting and PARR			
5.1.	Future Proofing PARR (% targets): Modification 0664 - Transfer of Sites with Low Valid Meter Reading Submission Performance from Classes 2 and 3 into Class 4.	Chair	Information

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5.2. Modification 0672 – Target, Measure & Report Product Class 4 Read Performance	Chair	Information
5.3. Modification 0674 - Performance Assurance Techniques and Controls	Chair	Information
5.4. Modification 0691S - CDSP to convert Class 2, 3 or 4 meter points to Class 1 when G1.6.15 criteria are met	Chair	Information
5.5. Modification 0707S - Introducing 'Performance Assurance Framework Administrator' as a new User type to the Data Permissions Matrix	Chair	Information
5.6. Any Other changes	Chair	Information
6. Any Other Business		
6.1. Volume of Market Breaking Reads – Shipper Performance Packs	CDSP (JR/FC)	Information
6.2. Update on Seasonal Normal Review	CDSP (FC)	Information
7. Next Steps	Chair	Information
7.1. Key Messages	PAFA (SR)	Information
8. Diary Planning	Chair	Information

PAC Action Table (as at 24 March 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
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 0108/9	20/01/20	6.0	PAFA to draft a potential PARR report to measure reported theft, AQ correction and corrected volumes; and Xoserve to provide some high-level Theft of Gas statistics for PAC to consider the next steps for Workgroup 0677R recommendations.	PAFA (SR) Xoserve (FC)	Carried Forward
PAC Actions February 2020:					

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PAC 0201	11/02/20	2.2	Xoserve (JR) to provide additional analysis on Open Meter by-pass.	Xoserve (JR)	Carried Forward
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	Carried Forward
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)	Carried Forward
PARR Report Actions March 2020:					
PARR Mar 01	16/03/20	2.2	PAFA to write to Shippers Berlin, Tallinn, Manama, Brazzaville, Monaco, Roseau and Praia requesting the provision of improvement plans, and assurance of their ability to operate within each respective market	PAFA (SU)	Pending
PARR Mar 02	16/03/20	2.2	Include detail on UNC0652 as part of the key messages and liaise with the CAMs for support on communicating with those Shippers yet to submit reads	PAFA (SU)	Pending
PARR Mar 03	16/03/20	2.2	PAFA to write to Warsaw and Papeete requesting additional detail around meeting plan milestones	PAFA (SU)	Pending
PAC Actions March 2020:					
PAC 0301	16/03/20	3.0	PAC Members to review and provide feedback on the changed marked Performance Assurance Framework document for approval by PAC and subsequent submission to the UNCC	PAC	Pending
PAC 0302	16/03/20	5.1	PAFA (SR) to arrange a workshop to review the 'User Stories' and establish next steps	PAFA (SR)	Pending
PAC 0303	16/03/20	6.3	PAC members to provide views on full Huddle access for PAC alternates.	PAC	Pending
PAC 0304	16/03/20	6.5	Xoserve (JR) to provide PAC with some additional industry performance read rejection analysis from the Shipper Performance Packs	Xoserve (JR)	Pending

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PAC 0305	24/03/20	2.2	PAFA (SR) to provide a draft universal communication relating to Meter Read Performance during Covid19 pandemic for PAC members to review and approve.	PAFA (SR)	Pending
PAC 0306	24/03/20	3.0	All parties consider consequential impacts of Covid19 and maintaining read performance for further discussion within UIG Workgroup.	All	Pending

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