

UNC Performance Assurance Committee (PAC) Agenda
10:30 Tuesday 10 September 2019
at Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA
(<https://www.blenheimcourtsolihull.co.uk>)

- 1. Introduction and Status Review**
 - 1.1 Confirm Quorate Status
 - 1.2 Apologies for absence
 - 1.3 Note of Alternates
 - 1.4 Review of Minutes (13 August 2019)
- 2. Review of Outstanding Actions**
- 3. Committee Matters for Attention**
 - 3.1 Modification 0664 – Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4 (MJ)
 - 3.2 Modification 0674 – Performance Assurance Techniques and Controls (MB)
 - 3.3 Modification 0677R – Shipper and Supplier Theft of Gas Reporting Arrangements (CW)
 - 3.4 PAC Reporting Change Proposals Update (JR)
 - 3.5 NDM Sample Data Update (FC/JR)
 - 3.6 AQ at Risk Breakdown (FC)
 - 3.7 PARR Reporting Data Discovery Platform (DDP) Drop 2 Update (DN)
 - 3.8 Standards of Service Liabilities Report (information only)
- 4. Committee Matters for Decision**
 - 4.1 Agenda items to be confirmed
 - 4.2 Approach to procurement of a new PAFA for July 2020 (FC)
- 5. Monthly Review Items**
 - 5.1 Risk & Issues Register Review (PAFA)
 - 5.2 Review of Monthly PARR Reports (inc. Dashboard update) (PAFA)
- 6. Any Other Business**
 - 6.1 Transporter Membership Change (SBa)
 - 6.2 Meter Read Capacity for Class 3 Supply Points – Update (JR)
- 7. Next Steps**
 - 7.1 Key Messages – PAFA
- 8. Diary Planning**

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PAC Action Table (as at 13 August 2019)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0502	11/05/19	2.	<i>Reference Broken / Faulty Meter Flags Information Provision</i> – PAFA (SR) to investigate whether the associated information (split by AMR and SMART) can be teased out of the system and reported to the PAC (accepting that there may also be some commercial sensitivity issues involved).	PAFA (SR)	Carried Forward Xoserve Update due 10 Sep 19
0705	09/07/19	2.0	Xoserve (NC/FC) to provided information regarding the Class 3 AQ calculation issue affecting 177,000 Shipper Meter Points that have moved into Class 3, where the AQ has been understated.	Xoserve (NC/FC)	Carried forward Xoserve Update due 08 Oct 19
0706	09/07/19	2.0	Xoserve (NC) and the PAFA (SR) to ascertain if the Top 3 Shippers are the same in both of the Class 4 data extracts, of 293,000 kWh and above, and the Customer Advocate Managers (CAMs) to contact each Shipper regarding their performance.	Xoserve (NC)	Carried forward Xoserve Update due 10 Sep 19
0707	09/07/19	2.0	Xoserve (NC) to confirm if the Top 3 Class 1 Shippers presently have a MAM allocated to them or potentially a MAM in common.	Xoserve (NC)	Carried forward Xoserve Update due 10 Sep 19
0708	09/07/19	2.0	Xoserve (NC) to include the data for the Top 3 Shippers in each category as an update each month from now on, as a standing agenda item.	Xoserve (NC)	Carried forward
0709	09/07/19	2.0	Xoserve (NC) to arrange for the CAM's to contact the Shippers that had not responded to the NDM Sample data request and for this data to be refreshed and re-presented at the September PAC meeting.	Xoserve (NC)	Carried forward Xoserve Update due 10 Sep 19
0710	09/07/19	2.0	PAFA (SR) to contact SPAA and MRA regarding the dispute process and provide feedback on findings at the August meeting.	PAFA (SR)	Carried forward
0711	09/07/19	2.0	Xoserve (NC) to investigate the Replacement Read process and the associated impact on the PARR Reports and provide feedback	Xoserve (NC)	Carried forward
0712	09/07/19	5.5	Xoserve (DN) to inform the PAFA when the 2A.5 PARR Report will be delivered with PAFA access.	Xoserve (DN)	Carried forward

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					Xoserve Update due 10 Sep 19
0713	09/07/19	5.5	Xoserve (DN) to inform the PAFA when the 2A.5 PARR Report will be delivered and how this interacted with the Shipper MI tool.	Xoserve (DN)	Carried forward
0801	13/08/19	1.4	Xoserve and PAFA to re-assess Read Performance for PC1 and update at the next meeting with the top poor performers.	Xoserve (FC) PAFA (SR)	Pending Update due 10 Sep 19
0802	13/08/19	2.0	Xoserve to confirm if the Faulty Meter Flag is automatically removed upon a meter replacement and the registration of a new Shipper.	Xoserve (JR)	Pending Update due 10 Sep 19
0803	13/08/19	2.0	CAMs to enquire on the circumstances for using a faulty meter flag and proactively engage with parties with the oldest and largest faulty meter flags.	Xoserve (JR)	Pending
0804	13/08/19	2.0	Xoserve to engage with Shippers to understand the correct use of flag.	Xoserve (JR)	Pending
0805	13/08/19	2.0	Xoserve to confirm what Faulty Meter Flag reports are available and consider inclusion of this functionality within the Data Discovery Platform (DDP).	Xoserve (JR)	Pending
0806	13/08/19	2.0	Xoserve (DN) to provide an update on DDP Drop 2.	Xoserve (DN)	Pending
0807a	13/08/19	4.1	Xoserve to confirm that the PAFA can provide a response to XRN4991, on behalf of PAC.	Xoserve (JR)	Pending
0807b	13/08/19	4.1	PAFA to submit a response to XRN4991 consultation to highlight the requirement that there should be no impacts on the PARR Reports.	PAFA (SU)	Pending
0808	13/08/19	4.1	PAFA to address the 7 draft risks within the Risk & Issues Register.	PAFA (SU)	Pending
0809	13/08/19	5.3	Xoserve to consider what additional reporting could be undertaken to provide a better understanding on the materiality of non-calculating AQs.	Xoserve (FC)	Pending

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0810	13/08/19	5.3	Xoserve to circulate the Specification of the AQ at Risk report for consideration as a new PARR report.	Xoserve (FC)	Pending
0811	13/08/19	5.3	Xoserve to provide PAFA with the identification of Shippers from the AQ at Risk Report Faulty Meter Report to review if there is a correlation in poor performance. <i>(AQ at risk report will be used as supporting evidence).</i>	Xoserve (FC)	Pending
0812	13/08/19	5.4	<i>EUC09 and PC4</i> - Xoserve to request information from CAMs on what action is being taken by Shippers to address "Red" sites.	Xoserve (FC)	Pending

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