

UNC Performance Assurance Committee (PAC) Agenda
10:30 Tuesday 11 June 2019
at Elexon, 350 Euston Road, London NW1 3AW

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 (14 May 2019)

2. Review of Outstanding Actions

3. Committee Matters

3.1 For Attention

- 3.1.1. Confidentiality Incident (SR)
- 3.1.2. Modification 0654S – Mandating the provision of NDM sample data
- 3.1.3. Modification 0664 – Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4 (JW)
- 3.1.4. Modification 0674 – Performance Assurance Techniques and Controls (MB)
- 3.1.5. Modification 0677R – Shipper and Supplier Theft of Gas Reporting Arrangements (CW)
- 3.1.6. Standards of Service Liabilities Reporting (BF)
- 3.1.7. PAC Reporting Change Proposals (ESm)

3.2 For Decision

- 3.2.1. Shipper Responses to the PAC Performance Observation Letters Update (SR)
- 3.2.2. Proposal for the Election Process to the PAC (SR)
- 3.2.3. PAC Framework amendment proposal (SR)

4. Monthly Review Items

- 4.1 Risk & Issues Register Review
- 4.2 Review of Monthly PARR Reports (inc. Dashboard update)

5. Any Other Business

- 5.1 EUC09 Sites

6. Next Steps

- 6.1 Key Messages – PAFA

7. Diary Planning

PAC Action Table (as at 14 May 2019)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PAC 0103	08/01/19	2.	<i>Reference the Count of Outstanding Consumption Adjustments as at 21/12/2018 (Pot 1 only) - Xoserve (FC) to look to identify what contact has been made with Shippers and what if any, corrective actions have been put in place.</i>	Xoserve (FC)	Carried Forward (Update due 11 June 2019)
PAC 0104	08/01/19	2.	<i>Reference the Pot 2 sites not loading actuals as at 21/12/18 by Anonymous Shipper, Average Age (days) and Action Owner - Xoserve (FC) to look to undertake an assessment of the Pot 2 nominations compared to allocations in Gemini in order to look to identify any discrepancies with these sites and whether the issues have been flagged up to the respective Shippers, including whether or not, any site visits would be required.</i>	Xoserve (FC)	Carried Forward (Update due 11 June 2019)
PAC 0403	09/04/19	3.1.1.	PAFA (SR) and Xoserve (FC) to produce a draft proposal/contract change to enable the PAFA to support PAC members in the Modification development process.	PAFA (SR) and Xoserve (FC)	Carried Forward (Update due 11 June 2019)
PAC 0406	09/04/19	3.2.1.	PAFA (SR) and Xoserve (FC) to investigate if there are any Datalogger issues regarding the 28 poor performing sites for South Clarence.	PAFA (SR) and Xoserve (FC)	Carried Forward (Update due 11 June 2019)
PAC 0501	14/05/19	2.	<i>Reference the delayed resolution of actions 0103 and 0104 – ScottishPower (MB) to formally raise the PAC concerns to Xoserve Chief Customer Officer regarding the delayed resolution of actions 0103 and 0104.</i>	Scottish Power (MB)	Pending
PAC 0502	14/05/19	2.	<i>Reference Broken / Faulty Meter Flags Information Provision – 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).</i>	PAFA (SR)	Pending

PAC 0503	14/05/19	2.	<i>Reference AQ at Risk and Read Rejection Considerations – Xoserve (FC)</i> to look to provide a view/information (based on the percentage of portfolio size) on the Top 10 Shippers in time for consideration at the next PAC meeting, subject to addressing any potential commercial sensitivity issues.	Xoserve (FC)	Pending
PAC 0504	14/05/19	3.1.7	<i>Reference UNC Modification 0651 Provisions / Obligations and Data Cleanse Exercise requirements – Xoserve (ESm)</i> to investigate how best to accommodate the potential reporting requirements and potential impact on the PARR Reports.	Xoserve (ESm)	Pending
PAC 0505	24/05/19	2.1.1	PAFA (PR) to look to provide a short presentation on the Gemserv internal processes (inc. end to end process, manual and automated aspects and communication routes) and control mechanisms and provide a view on whether current reporting timescales contributed to the problem.	PAFA (PR)	Pending
PAC 0506	24/05/19	2.1.1	PAFA (PR) to double check whether the two PAC Members that received the commercially sensitive information passed it on to any other parties.	PAFA (PR)	Pending
PAC 0507	24/05/19	2.1.1	PAFA (PR) and Xoserve (FC) to create a suitable notification communication for impacted Shippers that would be provided to the PAC Members (for their approval) prior to release.	PAFA (PR) & Xoserve (FC)	Pending
PAC 0508	24/05/19	2.1.1	PAFA (PR) and Xoserve (FC) to create a suitable high-level report outlining the issue and remedial actions for presentation at both the June 2019 UNCC and DSC Contract Management Committee meetings.	PAFA (PR) & Xoserve (FC)	Pending