

UNC Performance Assurance Committee (PAC) Agenda

10:30 Tuesday 11 July 2017

at Energy UK, Charles House, 5-11 Regent Street, London SW1Y 4LR

- 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 (30 June 2017)
- 2. Performance Assurance Framework Administrator (PAFA)**
- 3. Monthly Review Items**
 - 3.1. Risk Register Review
 - 3.2. Issues Register
 - 3.3. Implementation Plan
 - 3.4. Assumptions Register
 - 3.5. Ofgem update
 - 3.6. PARR Schedule 1 Reporting
- 4. Annual Workplan and Budget**
- 5. Communications Plan**
- 6. Estimated readings not being provided for DM sites**
- 7. Additional sites with an AQ of 1KWh**
- 8. Review of Action(s) Outstanding**
- 9. Agree Key Messages and Next Steps**
- 10. Diary Planning**

Action Table (as at 30 June 2017)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PAC 1004	10/10/16 (reworded 08/11/16)	7.	<i>PARR Schedule 2 Reports</i> - Xoserve to collate report development questions/recommendations for review by PAC at a future meeting.	Xoserve (RHi)	Carried Forward
PAC 0104	10/01/17 (reworded 14/02/17)	6.	"Nexus Manual Workaround Report" - AL to liaise with RHi and bring to the next meeting for discussion.	PAC Member (AL) & Xoserve (RHi)	Carried Forward
PAC 0302	14/03/17	6.2	<i>Reference the Implementation Plan (line 22)</i> – AL to consider whether the high-level summary is sufficient or do we need a better industry engagement process (i.e. a communications plan based approach).	PAC Member (AL)	Carried Forward
PAC 0401	11/04/17	4.0	All members to consider what needs to be in the workplan: manual workarounds and the risks arising from them (AL), on-boarding the PAFA (MJ) and setting out the 'stall' for expectations/targets and how the framework will work (CB).	PAC Members (AL/MJ/CB)	Carried Forward
PAC 0506	03/05/17	6.	To look to provide a brief two (2) slide presentation on incentives applied across different industry sectors (i.e. scaling factors and unidentified gas utilised in the gas market sector for incentive purposes etc.).	Ofgem (TQ)	Carried Forward
PAC 0601	13/06/17	3.6	Standard Correction Factors for sites with AQ > 732, MWH - Shippers to raise the issue at MAM CoP.	Shipper Members	Carried Forward
PAC 0602	13/06/17	3.6	Standard Correction Factors for sites with AQ > 732, MWH - Xoserve to consider Gazprom presentation to ensure the process is reflected correctly for onward communication to Shippers.	Xoserve (FC)	Carried Forward
PAC 0603	13/06/17	3.6	Standard Correction Factors for sites with AQ > 732, MWH - PAFA to write out to Shippers for an update on actions being undertaken	PAFA	Carried Forward
PAC 0604	13/06/17	3.6	Standard Correction Factors for sites with AQ > 732, MWH - Xoserve to establish if it is feasible to identify how many sites have a corrector in situ.	Xoserve (FC)	Carried Forward
PAC 0605	13/06/17	3.6	JO to create a contract list containing all the DSC Contract Managers and issue an email for each organisation to provide an appropriate contact for PAC and PAFA communications.	Joint Office	Carried Forward

Contact Details: enquiries@gasgovernance.co.ukPapers available at: www.gasgovernance.co.uk

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PAC 0606	13/06/17	3.6	DSC Contract Managers to provide a nominated PAC contact.		Carried Forward
PAC 0607	13/06/17	3.6	No Meter Recorded - PAFA to send request for update.	PAFA	Carried Forward
PAC 0608	13/06/17	3.6	Shipper Transfer Read Performance - PAC members to bring views on what reporting changes need to be made.	Shipper Members	Carried Forward
PAC 0609	13/06/17	4.0	Annual Workplan and Budget to be produced	Shipper Member (FM)	Carried Forward
PAC 0610	13/06/17	6.0	Unsuccessful Must Read Process to be logged as a new issue and PAC members to consider an education exercise to improve the high volumes of CMS auto closures.	Shipper Members	Carried Forward
PAC 0611	30/06/17	2.1	Xoserve (FC) to produce the communication content and context for the DM's data mis-match and estimates to be sent by the Joint Office to relevant DSC Contract Managers.	Xoserve (FC)	Pending
PAC 0612	30/06/17	2.3	Xoserve (FC) to investigate and provide further data extracts of AQ's of 1 and negative consumption.	Xoserve (FC)	Pending