

UNC Performance Assurance Committee (PAC) Agenda

10:30 Tuesday 08 August 2017

at Xoserve Ltd, Lansdowne Gate, 65 New Road, Solihull B91 3DL

- 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 (11 July 2017)
- 2. Performance Assurance Framework Administrator (PAFA) Mobilisation**
- 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. Issues**
 - 4.1. Estimated readings not being provided for DM sites
 - 4.2. Additional sites with an AQ of 1KWh
 - 4.3. UNC 0594R (Meter Reading Submission for Advanced and Smart metering) – matters arising
 - 4.3.1. Dispute Resolution process
 - 4.3.2. Opportunity to reduce the gas settlement window
 - 4.3.3. Tracking readings from SMART meters
- 5. Annual Work Plan and Budget**
- 6. Communications Plan**
- 7. Any Other Business**
 - 7.1 Consideration of PAFA request for access to gas industry market share info (unanonymised) for use internally only in putting Shipper performance into context
- 8. Review of Action(s) Outstanding**
- 9. Agree Key Messages and Next Steps**

Contact Details: enquiries@gasgovernance.co.uk

Papers available at: www.gasgovernance.co.uk

10. Diary Planning

Action Table (as at 11 July 2017)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PAC 1004	10/10/16 (reworded 08/11/16)	7.	PARR Schedule 2 Reports - 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 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 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 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 0701	11/07/17	2.0	PAFA (LM) to re-assess the Timeline Plan in reference to the completion of the Risk Register and present the 'first draft' of the Risk Register at the August meeting.	PAFA (LM)	Pending
PAC 0702	11/07/17	2.0	Joint Office (BF) to supply the PAC Member contact list to the PAFA for direct communication purposes.	Joint Office (BF)	Pending
PAC 0703	11/07/17	2.0	RP to raise the PAC Committee Member Voting and Non Voting Members access to confidential information at the UNCC meeting in July.	Transporter Member (RP)	Pending
PAC 0704	11/07/17	4.0	PAFA (LM) and Xoserve (FC) to clarify what the boundaries and remit is in relation to requesting information and data analysis required by PAC.	PAFA (LM)	Pending

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PAC 0705	11/07/17	6.0	Xoserve (FC) to re-contact parties that have already responded and request a timeline and actions plan for a rapid resolution.	Xoserve (FC)	Pending
PAC 0706	11/07/17	6.0	Xoserve (FC) to re chase non respondents and highlight that no response will initiate an escalation process to that company's CEO.	Xoserve (FC)	Pending
PAC 0707	11/07/17	6.0	Xoserve (FC) to inform Ofgem of the current status of DM's and non respondents and request contact information for the specific parties CEO's/Ofgem where appropriate, regarding the suggested escalation process.	Xoserve (FC)	Pending