PAC Actions from Previous Meetings					
Ref	*Date*	*Minute Ref*	*Action*	*Owner*	***Update to July 2022 Meeting***
PARR Actions					
PARR 0402	12/04/22	2.2	CDSP to inform members of the PC4 monthly read performance split by meter/equipment type.	CDSP (FC)	See table below.
PARR 0501	17/05/22	2.1	Reference Shipper Performance Improvement Plans – CDSP (FC) to draft a strawman on further guidance for new Shippers to consider when embarking on a Performance Improvement Plan.	CDSP (FC)	Update: CDSP (Correla) Reads team have drafted this guidance, now reviewing this with PAFA. Request carry forward to August meeting.
PARR 0601	14/06/22	2.3	CDSP and PAFA to investigate the underlying information for the increase in Shipperless sites	PAFA (AJ) / CDSP (FC)	Low numbers in 2020 were due to issues with sending GSR visit requests to DNs and receiving their responses. Those issues are now being addressed so the higher number in December 2021 is more accurate.
PARR 0602	14/06/22	2.3	CDSP to continue to review open meter bypass and report to PAC at annual intervals.	CDSP (FC)	Carry forward to June 2023?
PARR 0603	14/06/22	2.3	PAFA to investigate the underlying information for the increase in replaced reads.	PAFA (AJ)	

PAC Actions from Previous Meetings					
Ref	*Date*	*Minute Ref*	*Action*	*Owner*	***Update to July 2022 Meeting***
PAC Actions					
PAC0202	15/02/22	2.5	Reference Meter By-Passes with an 'Open' flag status – CDSP (MA) to engage with the Meter Owners and their respective CAMs for the remaining 37 sites where there is an 'Open' status flag in order to ascertain whether these can be resolved.	Correla (MA)	By-Pass status corrections for one further meter has been completed during past month. As of 4th July'22, 15 of these meters remain flagged as having an 'Open' By-Pass.
PAC0502	17/05/22	3.2	Reference DDP Update – 9 Backlog User Stories BER Development – Correla (FC/DN) to look to provide an update on the potential BER development aspects including initial cost benefit analysis and potential ranking order.	Correla (FC/DN)	*DN to submit slides for the meeting*

PAC Actions from Previous Meetings					
Ref	*Date*	*Minute Ref*	*Action*	*Owner*	***Update to July 2022 Meeting***
PAC0602	14/06/22	3.0	Correla (FC) to consider a review of the DSC Contract Managers contact list.	Correla (FC)	CDSP currently writes to all Contract managers each year to confirm the specific service for the following year, including nominated contract managers. We could update our PEGA system to write out to contract managers more frequently – balancing accuracy with impact to Shippers (previous meeting suggested that monthly was too often).
PAC0603	14/06/22	8.1	Correla (FC) to provide a draft/strawman on PARR fit for purpose review for PAC to consider.	Correla (FC)	Draft submitted 04/07
PAC Strategic Workshop Actions					
PACSW 0502	24/05/22	3.0	Performance Assurance Matrix - CDSP/PAFA to consider the Shipper Transfer Read Performance for PC2-PC4 sites and provide a view on what should be incorporated into the reporting.	CDSP/ PAFA	Transfer readings can be the first read for many months or years and help to close off the position for the losing shipper. Obtaining and submitting a reading within the window can be more efficient than trying to agree a read between parties later. We recommend that this measure is part of the "balanced scorecard" – ultimately this is PAC's decision.

PAC Actions from Previous Meetings					
Ref	*Date*	*Minute Ref*	*Action*	*Owner*	***Update to July 2022 Meeting***
PACSW 0503	24/05/22	3.0	Performance Assurance Matrix – CDSP/PAFA to provide a view on Shipper Transfer Read performance in terms of being a Transporter responsibility for PC1 sites.	CDSP/ PAFA	While actual read provision is a Transporter obligation, there are Shipper dependencies e.g. Meter Asset accuracy and gaining agreement for site access. Ultimately PAC's choice as to whether this measure forms part of the "balanced scorecard" approach.
PACSW 0505	24/05/22	3.0	Performance Assurance Matrix - CDSP/Xoserve/Correla (Mike Orsler) to review the Market Entry Process for onboarding market participants to ensure they understand the importance of meeting performance standards.	Correla (MO)	Update from MO: "When onboarding a user each new party is provided a readiness document which assesses the areas and system that they need as a Gas Shipper and we can focus on the areas where they need the most support. We also provide each user the ability to forecast their DSC costs. At the end of the process the user and ourselves alongside their customer advocates have the opportunity to provide feedback on the process. From the latest feedback we are looking at presentation of all the information we provide throughout the process."

Comparison of read performance between "Smart" and "Standard" (split available in Data Discovery Platform) for Class 4 Monthly Read sites – *Updated to include April 2022*

Performance Month	Expected Reads	"Smart" Performance	"Standard" Performance	Overall Performance
January 2022	145,000	27.4%	67.4%	45.9%
February 2022	1,017,000	53.9%	57.7%	54.4%
March 2022	2.8m	61.2%	64.9%	61.6%
April 2022	5.4m	69.9%	55.5%	68.7%

Steadily increasing number of "expected reads" was due to the ongoing update to Meter Read Frequency to Monthly as part of UNC Mod 0692S Implementation, which ran from 21 Jan 2022 to 14 April.

Note: May data will not be available until c. 12 July, due to the 25 day read submission window.