

UNC Performance Assurance Committee (PAC) Agenda

10:30 Monday 05 February 2018

at Xoserve, 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 (09 January 2018)
- 2. Performance Assurance Framework Administrator (PAFA)**
 - 2.1. Risk Register Approval
- 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 2 Reporting Update
- 4. Issues**
- 5. Annual Work Plan and Budget**
 - 5.1. Draft Work Plan Actions Update
- 6. Communications Plan**
- 7. Any Other Business**
 - 7.1. Theft of Gas Update – Stefan Leedham, Electralink
 - 7.2. Potential PAF AQ Reports
 - 7.3. Potential facilitating Modification for PAC Reports
- 8. Review of Outstanding Actions**
- 9. Next Steps**
- 10. Diary Planning**

Action Table (as at 09 January 2018)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PAC 1001	04/10/17	2.2	<i>In relation to the incorrect / missing asset data on the Supply Point Register risk - Xoserve (RH) to consider providing a list of MDD</i>	Xoserve (RHi)	Carried Forward <i>(Added from the PAC Sub</i>

Contact Details: enquiries@gasgovernance.co.uk

Papers available at: www.gasgovernance.co.uk

Action Table (as at 09 January 2018)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
			attributes that have been either validated or disregarded.		<i>Mtging on 04/10/17)</i>
PAC 0101	09/01/18	2.6	Xoserve (RH) to provide more information regarding the 'Shipperless' Site as shown in Pot 1 and to flag this to the Network.	Xoserve (RH)	Pending
PAC 0102	09/01/18	2.6	Xoserve (RH) to provide an overview of the reports process and procedures in respect of anonymised/non-anonymised data.	Xoserve (RH)	Pending
PAC 0103	09/01/18	6.3	All to study the reports for Modification 081 & 0520 and provide feedback direct to John Welch on any required changes.	ALL	Pending
PAC 0104	09/01/18	6.3	Xoserve (RH) to provide some input on how the reports could best be developed and any potential technical constraints.	Xoserve (RH)	Pending
PAC 0105	09/01/18	7.0	Xoserve (RH) to investigate whether additional data could be added to enhance the reports further.	Xoserve (RH)	Pending
PAC 0106	09/01/18	7.0	PAFA (NV) to provide details on the incentive approach that the PAFA could deploy in a breach of Code situation.	PAFA (NV)	Pending
PAC 0107	09/01/18	7.0	Xoserve (RH) to provide information relating to when the Education/Training Information Pack for the Reads Process would be available.	Xoserve (RH)	Pending

Action Table PAC – UIG DM Read Issues (as at 09 January 2018)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
PAC UIG 1113	14/11/17	2.0	Xoserve (FC) to meet with the PAFA to sense check the Risk Register and the PAFA Contract in order to determine materiality.	Xoserve (FC)	Carried forward