



Performance Assurance Committee Meeting

Summary – 20 April 2020

KEY MESSAGES

- **Meter read performance**
 - The Performance Assurance Framework Administrator (PAFA) presented analysis on meter read performance across all products classes
 - Read performance improvement remains the key focus of the Performance Assurance Committee (PAC).
 - The PAC were informed of the decline in the month-on-month performance in Product Class 2 meter read performance, which came in below forecast. As all Shippers displayed a decline in performance, it is an area that the PAFA will continue to monitor.
 - PAC members were made aware of the discrepancy in meter read performance figures between the existing legacy PARR reports and the new Data Discovery Platform (DDP). The PAFA have begun investigations with the CDSP on the difference between figures and will bring further analysis into the May PAC meeting, currently scheduled for **Tuesday 12th May 2020**.
 - PAC have decided to take further action on a Shipper who has not responded to the letter issued and has continued to display low levels of meter read performance.

- **COVID-19 impact**
 - PAC members discussed the current climate and actions Shippers would be taking to mitigate risks.
 - PAC members acknowledged that the industry was currently developing a number of UNC modifications to address the potential consequences of COVID-19 and lockdown. The use of the isolation flag for sites that are temporarily closing, is one option being tabled. PAC members discussed potential reporting, requesting that CDSP provide a report for the number of isolations as of now to be compared to numbers of isolated sites going forward
 - Possibility of further reporting being developed in order for PAC to monitor
 - The PAC agreed that in the current climate, there will be no new Shippers targeted for performance improvement. However, those Shippers on existing performance plans will continue to be monitored with leniency applied where appropriate.
 - The WAR band read submission window (for Modification 0652) were discussed. It was acknowledged that Shippers may not have the ability to obtain and/or submit readings at present. As a result, the PAC report which will be delivered in June could show a lower level of submission



- **PAC members consideration**
 - PAC members are to review the amended version of the Performance Assurance Report Register and the PAFA scope document and provide any feedback to the CDSP. The deadline for comments on the PAFA scope document is on the 30th April whilst members have until the 7th May to provide comments on the Performance Assurance Reports Register. Both documents will be approved at the May PAC meeting.
 - PAFA advised PAC members that all PAC members and their alternates have full access on the Huddle platform i.e. can view both the industry reports (anonymised PARR reports) as well as the non-anonymised PARR reports. The committee decided that all alternates should continue to have full access to the reports.
 - The PAC Sponsor role was discussed, with the two options being that a PAC member attends on a rotational basis or the role is to be passed onto the PAFA to perform. PAC members discussed both options.
 - PAC members are to vote on which option they would like
 - Should the vote prefer for PAFA to cover the role, this should be amended in document 4 to cover the scope and a discussion should take place at the May PAC meeting.