Performance Assurance Report Registers

Contents

Version History

Version	Date	Reason for update
0.1	1st October	First draft
0.2	4th November	Revisions to clarify publishing requirements & report specifications, including peer comparison reports and fully disclosed versions for use by the Performance Assurance Committee (when constituted).
DD 1.0	9th November 2015	Development Version published with Modification Report (prior to consultation)
DD 2.0	8th December 2015	Revisions following workgroup discussions 26.11.15
DD 3.0	10th February 2016	Revisions following discussions at Panel 21.01.16
1.0	1st January 2017	First Version implemented by Modification 0520A
2.0	8th May 2020	Revisions to: i) Merge and rationalise multiple Report Registers, stating that this register also fulfils the requirement for a "Document 1: Performance Assurance Framework – Performance Report Register" as set out in the Performance Assurance Framework Document, thus removing duplication of documents ii) Amend governance section following approval of UNC Mod 0660S (Amendment to PARR permissions to allow PAC to update with UNCC approval) iii) Replace references to "Transporters Agency" with "CDSP", to align with UNC Mod 0565A (Central Data Service Provider - General framework and obligations) iv) Update existing reports to align to actual report formats, summarise performance obligations and signpost to UNC sections where relevant v) Incorporate additional Reports introduced by recent approved UNC Modifications (0652 - Introduction of winter read/consumption reports and associated obligations; 0654S - Mandating the provision of NDM sample data; 0657 - Adding AQ reporting to the PARR Schedule reporting suite) Approved at Performance Assurance Committee on 09 June 2020 for submission to UNC Committee. Final approval obtained at UNC Committee on 18 June 2020.

Version	Date	Reason for update
3.0	10th November 2020	Revision to: i) Incorporate a report to monitor large sites approaching or over the Class 1 Threshold, in support of UNC Modification 0690 (as implemented on 25th March 2020). ii) Incorporate additional Reports introduced by approved UNC Modification 0672S (Target, Measure and Report Product Class 4 Read Performance

Development of Rules

1. The requirement to publish the "**Performance Assurance Report Registers**" is specified in Section V12.2 of the Transportation Principal Document (TPD) of the Uniform Network Code (UNC). This section also provides for the document to be published and revised from time to time. The provision reads:

   "Each Document shall be kept up to date and published by the Transporters on the Joint Office of Gas Transporters website."

2. The Rules set out below meet the Gas Transporters' obligation to prepare the Registers, while the Document Control Section records changes which have been made to the Registers. The document is published on the Joint Office of Gas Transporters website, www.gasgovernance.co.uk

3. These Registers can only be modified in accordance with the requirements set out in paragraph 12 of Section V of the UNC Transportation Principal Document, which reads as follows:

"UNIFORM NETWORK CODE – TRANSPORTATION PRINCIPAL DOCUMENT SECTION V – GENERAL

12 GENERAL PROVISIONS RELATING TO UNC RELATED DOCUMENTS

12.1 Purpose

The purpose of this Section is to establish generic governance arrangements in respect of the following UNC Related Documents (each a **"Document"** and collectively the **"Documents"**):-

a) Network Code Operations Reporting Manual as referenced in Section V9.4;
b) Network Code Validation Rules referenced in Section M5.3.3;
c) ECQ Methodology as referenced in Section Q6.1 .1(c);
d) Measurement Error Notification Guidelines for NTS to LDZ and LDZ to LDZ Measurement Installations as referenced in OAD Section D 3.1.5;
e) the Allocation of Unidentified Gas Document referenced in Section E9.1.1;
f) the Customer Settlement Error Claims Process Guidance Document referenced in Section E1.3.10; and
g) the Performance Assurance Framework Document referenced in paragraph 16.1.1(d).
h) the Performance Assurance Report Registers referenced in paragraph 16.5.1.

12.2 Publication Requirements

Each Document shall be kept up to date and published by the Transporters on the Joint Office of Gas Transporters website.

12.3 Modifications

Should a User or Transporter wish to propose modifications to any of the Documents, such proposed modifications shall be submitted to the Uniform Network Code Committee and considered by the Uniform Network Code Committee or any relevant sub-committee where the Uniform Network Code Committee so decide by majority vote.

12.4 Approved Modifications

12.4.1 In the event that a proposed modification is approved by a majority vote of the Uniform Network Code Committee, the modification shall be implemented. Where the Uniform Network Code Committee fails to achieve majority approval the proposed modification shall be considered in accordance with the provisions set out in Section 7 of the Uniform Network Code Modification Rules unless the Uniform Network Code Committee determines otherwise.

12.4.2 Each revised version of a Document shall be version controlled and retained by the Transporters. It shall be made available on the Joint Office of Gas Transporters website.

Publication Requirements

The Performance Assurance Report Register

This document shall be kept up to date and published by the Transporters on the Joint Office of Gas Transporters Website. For clarity, the reports will not be published on the internet.

The Performance Assurance Committee has confirmed that this document also satisfies the requirement for a "Document 1: Performance Assurance Framework – Performance Report Register" which is referred to in the Performance Assurance Framework Document for the (Gas) Energy Settlement Performance Assurance Scheme. This single document sets out the Performance Assurance Reports.

Report Examples

Each report Specification includes a suggested report example, however the Central Data Services Provider may vary the style of the information presented, provided that the inputs and outputs of each report remains unchanged and the information presented still accords the expected interpretation of the report results.

Report Production

The Central Data Services Provider is to provide a peer comparison mapping identifier to each Shipper User for their SSCs. Each Shipper will be identified by a unique anonymous reference allocated by the Central Data Services Provider, which will be used consistently across all reports.

Schedule 2A and 2B Reports are published each month by the Performance Assurance Framework Administrator (the "PAFA") via a secure reporting system. Each Gas Shipper organisation is entitled to nominate a named individual to have access to the Schedule 2A (anonymised) Reports. Each Performance Assurance Committee members and their nominated alternate is entitled to have access to both Schedule 2A and Schedule 2B Reports, once they have signed the necessary Confidentiality Agreement, as provided by the Joint Office of the Gas Transporters. Reports are produced one month in arrears (or two months in the case of certain read submission performance reports).

Access to the PAFA's secure reporting system can be requested from the PAFA via email: PAFA@gemserv.com

Scope

The Performance Assurance Framework is limited to activity within the GB Local Distribution Zones. Gas transported through the National Transmission System (NTS) and supply points connected to the NTS are excluded from the arrangements created by this Guidelines document.

Performance Assurance Report Registers

Schedule 1A – Industry Peer Comparison View and Schedule 1B – Performance Assurance Committee View

These reports were implemented from the approval date of UNC Modification 0520A until the Schedule 2A and 2B Reports were available following the Project Nexus implementation date.

The details of these reports have now been removed from this document, as they have been superseded following Project Nexus implementation.

Schedule 2A – Industry Peer Comparison View

1. Estimated & Check Reads used for Gas Allocation, and consumption adjustments for Products 1 & 2
2. No Meter Recorded in the Supply Point Register
3. No Meter Recorded in the Supply Point Register and data flows received by Xoserve
4. Shipper Transfer Read Performance
5. Read Performance
6. Meter Read Validity Monitoring
7. No Reads received for 1, 2, 3 or 4 years (excludes estimated transfer readings)
8. AQ Corrections
9. Standard Correction Factors for sites with AQ > 732, MWH
10. Replaced Meter Reads
11. Sites above the Class 1 threshold which are not in Class 1
12. Class 4 read submission performance as a percentage of portfolio AQ

Schedule 2B – Performance Assurance Committee View

1. Estimated & Check Reads used for Gas Allocation, and consumption adjustments for Products 1 & 2
2. No Meter Recorded in the Supply Point Register
3. No Meter Recorded in the Supply Point Register and data flows received by Xoserve
4. Shipper Transfer Read Performance
5. Read Performance
6. Meter Read Validity Monitoring
7. No Reads received for 1, 2, 3 or 4 years (excludes estimated transfer readings)
8. AQ Corrections
9. Standard Correction Factors for sites with AQ > 732, MWH
10. Replaced Meter Reads
11. Annual Quantity Reports
12. NDM Sample Data Submission
13. WAR Band Read Submission and Calculation
14. Sites above the Class 1 threshold which are not in Class 1

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Schedule 2A – Industry Peer Comparison View

Report Title	**Estimated & Check Reads used for Gas Allocation, and consumption adjustments for Product Classes 1 & 2**
Report Reference	PARR Schedule 2A.1
Report Purpose	Daily read estimates for Product Class 1 and 2 are generated to repeat the consumption from a week ago (7 days previously) and where there is no consumption history an estimate of AQ/365 will be used. The use of estimated reads will only materially affect settlement if there is no replacement read within gas flow day+5. The report assesses the impact of estimated reads being used for daily-metered sites at initial allocation and evaluates where check reads are not completed.
Expected Interpretation of the report results	MPRNs with significant usage can have volatile consumption. Only when an actual read is submitted or when a check read is completed will the correct consumption for a site be determined.
Report Structure (actual report headings & description of each heading)	Month PC1 & PC2 Shipper Short Code Percentage of Estimate Reads by product class Count of Check reads not completed by product class Industry Average
Data inputs to the report	Estimate Read Count divided by Total Read count per shipper Product Class Date Count of Check Reads outstanding by Product Class
Number rounding convention	Percentages to 2 decimal places Counts in whole numbers
History (e.g. report builds month on month)	Monthly report
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	A record where a D-7 estimate is used in Product Class 1 or 2 where the DMSP or Shipper fails to provide a read for the day. Only when an actual read is submitted or when a check read is completed will the correct consumption for a site be determined.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Peer Comparison Identifier Alphabetically
History/background	Engage Recommendation Risk R5, R9
Relevant UNC obligations and performance standards	Obligation to provide reads for 100% of Class 1 "Performance Relevant Supply Meters" (Section M5.6) and 97.5% of all required Class 2 reads each day (Section M5.7)

Report Example:

Estimated & Check Reads used for Gas Allocation for Product Class [X]									
	Month x	Month x+1	Month x+2	etc		Month x	Month x+1	Month x+2	etc
	Est	Est	Est	Est		Check	Check	Check	Check
Peer Comparison	0%	0%	0%	0%		x	x	x	x
ABC									
DEF									
etc									

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Report Title	**No Meter Recorded in the Supply Point Register**
Report Reference	PARR Schedule 2A.2
Report Purpose	To provide a view of where no meter asset is attached
Expected Interpretation of the report results	The report should identify the number of meter points where no asset is recorded. Sites newly connected or temporarily disconnected are excluded.
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report Peer comparison identifier Percentage of Portfolio by Product Class where no meter attached Industry Total
Data inputs to the report	MPRNs where no meter is recorded at the supply point, and the site has been confirmed for more than six months, or it is more than six months since the meter was removed, split by product class. Split report by Product Class
Number rounding convention	2 decimal places
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	Exclude sites where it is less than six months since the confirmation effective date and/or it is at least six months after the meter removal date.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Peer Comparison Identifier Alphabetically
History/background	Engage Recommendation Risk R7, building on Shipper performance packs. GTs have additional reporting on sites where meters removed
Relevant UNC obligations and performance standards	UNC requirement to fit a meter at **every** supply point and obligation to provide timely updates to central systems. (M2.1.1)

Report Example:

No Meter Recorded in the Supply Point Register			Product Class [X]	
Peer Comparison	Jan	Feb	Mar	X
A	0%	0%	0%	0%
B	0%	0%	0%	0%
C	0%	0%	0%	0%
Industry Total	0%	0%	0%	0%

Report Title	**No Meter Recorded in the Supply Point Register and data flows received by Xoserve**
Report Reference	PARR Schedule 2A.3
Report Purpose	To extend the view of report PARR 2.2 where no meter asset is recorded but Xoserve are receiving data flows implying that a meter is present.
Expected Interpretation of the report results	The report should identify the number of meter points where no asset is recorded but industry data flows suggest there is Shipper activity at the site.
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report peer comparison identifier Percentage of portfolio by Product Class where data flows received but no meter attached Industry Total
Data inputs to the report	MPRNs where data flows received, but no meter recorded at the supply point.
Number rounding convention	2 decimal places
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	The portfolio size is measured as at the last day of the relevant month.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Peer Comparison Identifier Alphabetically
History/background	Engage Recommendation –Risk R7, building on Shipper performance packs
Relevant UNC obligations and performance standards	UNC requirement to fit a meter at **every** supply point and obligation to provide timely updates to central systems. (M2.1.1)

Report Example:

No Meter Recorded in the Supply Point Register			Product Class [X]	
Peer Comparison	Jan	Feb	Mar	X
Shipper A	0%	0%	0%	0%
Shipper B	0%	0%	0%	0%
Shipper C	0%	0%	0%	0%
Industry Total	0%	0%	0%	0%

Report Title	**Shipper Transfer Read Performance**
Report Reference	PARR Schedule 2A.4
Report Purpose	To identify the shipper performance of the submission of opening meter readings. The failure to provide an opening meter reading will result in the use of an estimated transfer reading.
Expected Interpretation of the report results	The report should identify performance across all market participants.
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report Peer comparison identifier % of opening meter reads provided following confirmation. Industry Total
Data inputs to the report	Shipper Short Code Count of MPRNs being confirmed. Count of accepted opening reads provided by shippers Industry Total
Number rounding convention	% to 2 decimal places
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	The portfolio size is measured as at the last day of the relevant month. Reconfirmations are to be excluded. Meter readings within the window of D-5 to D+5, submitted by D+10, will be included
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	highest to lowest
History/background	Currently provided to the Regulator and anonymised to the Data Quality Working Group. Engage Risk R8
Relevant UNC obligations and performance standards	Shipper obligation to obtain and provide a meter reading within the required date range following **every** transfer of ownership (M5.13)

Report Example:

Shipper Transfer Read Performance				
Peer Comparison	Jan	Feb	Mar	[X]
ABC	0.00%	0.00%	0.00%	0.00%
DEF	0.00%	0.00%	0.00%	0.00%
GHI	0.00%	0.00%	0.00%	0.00%
Industry Total	0.00%	0.00%	0.00%	0.00%

Report Title	**Read Performance**
Report Reference	PARR Schedule 2A.5
Report Purpose	To compare shipper reading submission performance to requirements set out in the UNC. For all Classes, estimated reads are excluded for the purpose of this report i.e. an estimated reading will not count towards a positive performance.
Expected Interpretation of the report results	The aim is to understand whether required UNC standards are being met. The report should identify performance across all market participants
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report Peer Comparison Identifier Product Class % of supply points for which reads accepted meet the read required as defined by meter read frequency. Industry Total
Data inputs to the report	SSC Meter read frequency Latest meter reading date Product Class
Number rounding convention	% to 2 decimal places
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	The portfolio size is measured as at the last day of the relevant month. The report is prepared as soon as possible after the read windows have closed out. For Class 1 and 2 Meter Points, count all days for which the meter point was in the Shipper's portfolio. For Class 3 and 4 report only meter points which were with that Shipper and in that Class for the whole month.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Peer comparison alphabetically
History/background	Compliance monitoring of the UNC requirements. Engage Risk – R6
Relevant UNC obligations and performance standards	The relevant targets are defined as: Product Class 1: DMSP provided reads – 100% by 11:00 on D+1 (M5.6.1) Product Class 2: DM Shipper provided reads – 97.5% by D+5 (M5.7.4) Product Class 3: Provided within 10 days – 90% of required reads each month (M5.8.5) Product Class 4: Monthly Read – 90% (M5.9.7) Shipper obligation provide at least one read per annum into settlement M.5.9

Report Example:

Read Performance					
Peer Comparison	PC1	PC2	PC3	PC4	PC4
Sub-category	All	All	All	Monthly	Annual
Shipper A	0.00%	0.00%	0.00%	0.00%	0.00%
Shipper B	0.00%	0.00%	0.00%	0.00%	0.00%
Total	0.00%	0.00%	0.00%	0.00%	0.00%

Report Title	**Meter Read Validity Monitoring**
Report Reference	PARR Schedule 2A.6
Report Purpose	To compare shipper meter reading submission performance
Expected Interpretation of the report results	The aim is to understand whether UNC requirements are being met. The report should identify performance across all market participants
Report Structure (actual report headings & description of each heading)	Monthly report Peer comparison identifier
Data inputs to the report	Shipper Short Code • PC1-4 % of reads where Logic Check* failed as a % of reads submitted, split by Product Class and by Reason Code. Industry Total
Number rounding convention	% to 2 decimal places
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	The portfolio size is measured as at the last day of the relevant month. The relevant months and targets are defined as: The report is built based on read submission deadline having been passed by the end of the target reporting month. For example, reads due in January performance will be reported at the end of February.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Alphabetically by peer comparison identifier
History/background	Engage Identified risks regarding meter read validation.
Additional comments	Logic Check is the term for the validation of data in the U01 Record prior to the validation of the reading itself. There is no correlation between the different validation failure reasons. When meter read validation failures occurs individual meter point reconciliation doesn't occur, and the historical AQ remains live. It is likely that as consumption trends are falling, this AQ will be on average higher than actual consumption. The responsible shipper may pay for more gas than the supply point consumes and this will adjust unidentified gas accordingly. A risk to other shippers is created when the shipper pays for less gas than their customers consumes. The principle risk because of meter read failure is inaccurate AQs and delayed reconciliations. There is a corresponding impact of late reconciliation on the unidentified gas reconciliation energy. The AQ risk affects Product Class 3 and 4 only.

Relevant UNC obligations and performance standards	The relevant targets are defined as: Product Class 1: DMSP provided reads – 100% by 11:00 on D+1 (M5.6.1) Product Class 2: DM Shipper provided reads – 97.5% by D+5 (M5.7.4) Product Class 3: Provided within 10 days – 90% of required reads each month (M5.8.5) Product Class 4: Monthly Read – 90% (M5.9.7) Shipper obligation provide at least one read per annum into settlement M.5.9	

Report Example:

Product Class X						
Peer Comparison	Reads where logic check* failed as a % of submitted readings.	Reads where logic check* failed as a % of submitted readings – MRE01030	Reads where logic check* failed as a % of submitted readings – MRE01026	Reads where logic check* failed as a % of submitted readings – MRE01027	Reads where logic check* failed as a % of submitted readings – MRE01028	Reads where logic check* failed as a % of submitted readings – MRE01029
Shipper A						
Shipper B						
Shipper C						
Industry Total						

* "Logic check" is the term used for the validation of the data in the U01 records, prior to the validation of the reading value itself. These are the rejection reasons detailed in the U02 responses. Examples are: "Non opening read received outside the read receipt window", "Meter Serial Number on the read does not match that held by Transco", "Meter Point Status is dead, updates are not allowed", "Meter Read does not have the expected number of digits", "Meter was removed on the read date provided", "The System User providing the read is not responsible for the Meter Point". This list is not exhaustive, and is intended to identify the point in the process that the rejection occurs. For the avoidance of doubt the total of the two columns above equals the total sum of rejections.

Report Title	**No Reads received for 1, 2, 3 or 4 years (excludes estimated transfer readings)**
Report Reference	PARR Schedule 2A.7
Report Purpose	To monitor sites not being read
Expected Interpretation of the report results	To compare shipper meter reading submission failure performance to the requirements as set out in the UNC. To assess the comparative time since last meter reading by Shipper and EUC Band.
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report Peer Comparison identifier EUC Bands Product Class % of portfolio with no read for X years
Data inputs to the report	Peer comparison identifier Count of MPRNs in Shipper portfolio EUC Bands Last accepted read date. Meter Reading Frequency Product Class
Number rounding convention	2 decimal places
History (e.g. report builds month on month)	Monthly report
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	On the date the report is run, the count of MPRNs with meter reading outstanding, profiled by overdue period (in years), expressed as a percentage of portfolio.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Alphabetically by Peer comparison
History/background	Currently provided in Shipper Monthly Performance packs for years 2, 3 & 4 only. Engage Risk R4
Relevant UNC obligations and performance standards	Shipper obligation provide at least one read per annum into settlement M.5.9

Report Example:

Count of MPRNs with reading not received for 1, 2, 3 or 4 years – Class X											
EUC Band											
Month	January				February				March			
	1 yr	2 yr	3 yr	4 yr	1 yr	2 yr	3 yr	4 yr	1 yr	2 yr	3 yr	4 yr
A	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %
B	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %
C	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %
D	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %
E	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %
F	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %
G	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %
H	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %
I	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %

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Report Title	**AQ Corrections**
Report Reference	PARR 2A.8
Report Purpose	To provide an overview of the effectiveness of the meter reading process.
Expected Interpretation of the report results	A high proportion of reads requiring the use of the AQ correction process would indicate that the meter reading validation tolerances may need to be reviewed.
Report Structure (actual report headings & description of each heading)	Monthly Report Peer comparison identifier Count of MPRNs where AQ Correction process Used Reason Code for AQ Correction
Data inputs to the report	Count of MPRNs where AQ Correction process employed Reason code for AQ Correction
Number rounding convention	Whole number
History (e.g. report builds month on month)	Monthly – non-cumulative
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Alphabetically by Peer comparison identifier.
History/background	Engage identified risk: Following a correction an updated AQ or SOQ would allow Xoserve to accept future meter reads and use them for individual meter point reconciliation. AQ corrections are likely to be required on increasing AQs as zero consumption is permitted within the Nexus rules. Engage Risk R12
Relevant UNC obligations and performance standards	Facility for the Registered User to request a change to the Annual Quantity of a Supply Meter Point on the grounds that the most recently calculated Annual Quantity does not reflect the expected (seasonally adjusted where relevant) consumption of gas over the 12 months following the date of the request due to an eligible cause which occurred after the Read Date of the AQ Opening Reading used in the most recent calculation of the Annual Quantity. (G1.6.20)

Report Example:

Shipper use of AQ Correction		Reason Code		
Peer Comparison	Jan	Feb	Mar	[X]
A	0	0	0	0
B	0	0	0	0
C	0	0	0	0
Industry Total	0	0	0	0

Report Title	**Standard Correction Factors for sites with AQ > 732, MWH**
Report Reference	PARR Schedule 2A.9
Report Purpose	To monitor potentially incorrect correction factors for large consuming sites. Sites with an AQ >732 MWH should have a site specific correction factor rather than the default CF
Expected Interpretation of the report results	Sites where gas is conveyed to the meter at a rate which is reasonably expected to exceed 732 MWH a year should have a specific correction factor. Therefore any site that has a standard correction factor at this level of consumption for a reasonable period of time may be incorrect.
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative snapshot report MPRN Count Peer comparison identifier EUC Bands 4 and above
Data inputs to the report	Count of MPRNs AQ> 732MWH where the Correction Factor is 1.02264 Shipper Short Code EUC Bands 4 and above
Number rounding convention	whole number only
History (e.g. report builds month on month)	Monthly report
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Alphabetically by peer comparison identifier
History/background	Currently provided in Shipper Monthly Performance packs, Engage Risk R7
Relevant UNC obligations and performance standards	Thermal Energy Regulations requirement to have a site-specific conversion factor at **all sites** with an AQ > 732,000 kWh

Report Example:

Count of MPRNs with AQ> 732,000 where the correction factor is 1.02264 by EUC												
EUC												
Peer Comparison	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
A												
B												
C												

Report Title	**Replaced Meter Reads**
Report Reference	PARR Schedule 2A.10
Report Purpose	To monitor the number of meter readings being replaced which result in reconciliation adjustments
Expected Interpretation of the report results	To understand to what degree settlement is being adjusted after meter readings have been accepted.
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report MPRN Count Peer comparison identifier EUC Bands Count of Reads replaced
Data inputs to the report	MPRN Shipper Short Code EUC Bands Count of Reads replaced
Number rounding convention	whole number only
History (e.g. report builds month on month)	Monthly report
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Alphabetically by peer comparison identifier
History/background	Currently provided in Shipper Monthly Performance packs, Engage Risk R3
Relevant UNC obligations and performance standards	Facility for a User to submit to the CDSP an updated Meter Reading ("Updated Meter Reading") to replace an existing Valid Meter Reading previously submitted by the User (M5.1.6)

Report Example:

Count of MPRNs Where Meter Readings Replaced split by EUC Band												
EUC Band												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Peer comparison identifier												
A												
B												
C												
D												
E												

Report Title	**Sites above the Class 1 threshold which are not in Class 1**
Report Reference	PARR Schedule 2A.11
Report Purpose	To provide an overview of sites which are approaching or have reached the criteria for re-confirmation as Class 1.
Expected Interpretation of the report results	The aim is to understand whether Shippers are meeting their obligations to monitor and manage their very large sites and initiate re-confirmation to PC1 in a timely manner. The report should identify performance across all market participants.
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report Current Product Class (separated as PC4, PC3 & PC2) Peer Comparison Identifier Count of Supply Points above Class 1 threshold – CLASS 1 CRITERIA MET (incl. separate table for CLASS 1 CRITERIA NOT YET MET) Total AQ (GWh) of Supply Points above Class 1 threshold – CLASS 1 CRITERIA MET (incl. separate table for CLASS 1 CRITERIA NOT YET MET) Industry Totals (i.e. Product Class 4, 3 & 2 Total and Grand Total)
Data inputs to the report	MPRN Shipper Shortcode Product Class Rolling AQ Number of months/calculations since the AQ first crossed the threshold
Number rounding convention	Count of Supply Points: Whole numbers (right aligned) Total AQ: Displayed in GWh and rounded to 1 dp (right aligned)
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	To report the number of sites meeting or approaching or have reached the criteria for re-confirmation as Class 1 as set out in UNC G2.3.15b (see below – Relevant UNC Obligations). Sites are counted from the month that the effective AQ first crossed the Class 1 threshold until they are re-confirmed as Class 1. Sites are included if they are in the Shipper's ownership at the end of reporting month, even if the Shipper has only gained them during the reporting month in question. The report is prepared as soon as possible after the end of the calendar month.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Count of Supply Points / Total AQ of Supply Points (descending order using latest month, by class grouping)
History/background	Report introduced to support UNC Modification 0690 (change to Class 1 triggers). Whilst the Final Modification Report for 0690 included a reference to an additional PARR report, it did not specify a format, only a list of data items. This report format is based on the monitoring reports for Modification Proposal 0691 and has been approved by Performance Assurance Committee at its November 2020 meeting.

Relevant UNC obligations and performance standards	As per UNC G2.3.15b, the requirement for a site to be converted to Class 1, where:
	(i) the last 3 AQ Calculation Months were qualifying AQ Calculation Months (including Month M); or
	(ii) the last AQ Calculation Month prior to the commencement of the preceding period of 12 months was a qualifying AQ Calculation Month, and any AQ Calculation Month in that period is a qualifying AQ Calculation Month.

Report Examples:

Current Product Class	Peer Comparison Identifier	Count of Supply Points above Class 1 threshold – CLASS 1 CRITERIA MET				
		Month x	Month x + 1	Month x + 2	Month x + 3	Month x + etc
4	B	0	0	0	0	0
	C	0	0	0	0	0
	A	0	0	0	0	0
4 Total		**0**	**0**	**0**	**0**	**0**
3	A	0	0	0	0	0
	C	0	0	0	0	0
	D	0	0	0	0	0
3 Total		**0**	**0**	**0**	**0**	**0**
2	D	0	0	0	0	0
2 Total		**0**	**0**	**0**	**0**	**0**
Grand Total		0	0	0	0	0

Current Product Class	Peer Comparison Identifier	Total AQ (GWh) of Supply Points above Class 1 threshold – CLASS 1 CRITERIA MET				
		Month x	Month x + 1	Month x + 2	Month x + 3	Month x + etc
4	B	000.0	000.0	000.0	000.0	000.0
	C	000.0	000.0	000.0	000.0	000.0
	A	000.0	000.0	000.0	000.0	000.0
4 Total		**000.0**	**000.0**	**000.0**	**000.0**	**000.0**
3	A	000.0	000.0	000.0	000.0	000.0
	C	000.0	000.0	000.0	000.0	000.0
	D	000.0	000.0	000.0	000.0	000.0
3 Total		**000.0**	**000.0**	**000.0**	**000.0**	**000.0**
2	D	000.0	000.0	000.0	000.0	000.0
2 Total		**000.0**	**000.0**	**000.0**	**000.0**	**000.0**
Grand Total		000.0	000.0	000.0	000.0	000.0

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Current Product Class	Peer Comparison Identifier	Count of Supply Points above Class 1 threshold – CLASS 1 CRITERIA NOT YET MET				
		Month x	Month x + 1	Month x + 2	Month x + 3	Month x + etc
4	B	0	0	0	0	0
	C	0	0	0	0	0
4 Total		**0**	**0**	**0**	**0**	**0**
3	D	0	0	0	0	0
	A	0	0	0	0	0
3 Total		**0**	**0**	**0**	**0**	**0**
2	D	0	0	0	0	0
2 Total		**0**	**0**	**0**	**0**	**0**
Grand Total		0	0	0	0	0

Current Product Class	Peer Comparison Identifier	Total AQ (GWh) of Supply Points above Class 1 threshold – CLASS 1 CRITERIA NOT YET MET				
		Month x	Month x + 1	Month x + 2	Month x + 3	Month x + etc
4	B	000.0	000.0	000.0	000.0	000.0
	C	000.0	000.0	000.0	000.0	000.0
4 Total		**000.0**	**000.0**	**000.0**	**000.0**	**000.0**
3	D	000.0	000.0	000.0	000.0	000.0
	A	000.0	000.0	000.0	000.0	000.0
3 Total		**000.0**	**000.0**	**000.0**	**000.0**	**000.0**
2	D	000.0	000.0	000.0	000.0	000.0
2 Total		**000.0**	**000.0**	**000.0**	**000.0**	**000.0**
Grand Total		000.0	000.0	000.0	000.0	000.0

Report Title	**Class 4 read submission performance as a percentage of portfolio AQ**
Report Reference	PARR Schedule 2A.12
Report Purpose	To compare Shipper performance in managing their valid meter reading submission for Class 4 supply points against targets set out in the UNC Related Document 'Percentage Overall AQ Portfolio Read in Product Class 4'.
Expected Interpretation of the report results	The aim is to understand whether required UNC minimum standards are being met. The report should identify performance across all market participants
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report Peer Comparison Identifier Separated by AQ banding and by Meter Read Frequency/equipment type Percentage of portfolio AQ without a meter reading for the required duration (either one month or 12 months) Industry Average
Data inputs to the report	SSC Peer Comparison Identifier Annual Quantity Equipment type and status (whether a Smart/advanced meter is "operational" as defined in UNC) Meter reading history
Number rounding convention	Percentage to one decimal place
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly

Rules governing treatment of data inputs (actual formula/specification to prepare the report)	Sites are excluded if there was a change of Shipper or where an "operational" Smart or Advanced meter was fitted for the first time in the calendar month.
	NTS sites are excluded. IGT sites are included.
	Performance targets are:
	    a) Percentage monthly read AQ for sites >=293,000 - Class 4 sites with an AQ >293,000 kWh will need to submit a Meter Reading within a 1 month window for 90% of their Shipper AQ Portfolio.
	
	    b) Percentage monthly read AQ for sites <293,000 with SMART/AMR - Class 4 sites with an AQ <293,000 kWh and where an Operational Smart Meter is fitted or an Advanced Meter is flagged as being present at the Supply Meter Point will need to submit a Meter Reading within a 1month window for 90% of their Shipper AQ Portfolio.
	
	    c) Percentage annually read AQ for sites <293,000 with no SMART/AMR - Class 4 sites with an AQ <293,000kWh and where neither an Operational Smart Meter is fitted or an Advanced Meter is flagged as being present at the Supply Meter Point will need to submit a Meter Reading within a 12 month window for 90% of their Shipper AQ Portfolio.
	
	The report is prepared as soon as possible after the end of the calendar month

Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Peer Comparison Identifier alphabetically
History/background	Requirement introduced to support UNC Modification 0672 obligations
Relevant UNC obligations and performance standards	The relevant targets are defined as: Product Class 4: Monthly Read – 90% (M5.9.7) Shipper obligation to take all reasonable steps to obtain and submit a Valid Meter Reading at least once per month, where Smart or AMR equipment is installed (M5.9.1 (d)) Shipper obligation provide at least one read per annum into settlement (M.5.9.9)

Percentage of Supply Point AQ without an accepted meter reading for the required duration							
Sub-category	Month	Month x+1	Month x+2	Month x+3	Month x+4	Month x+5	Etc
Identifier A	0%	0%	0%	0%	0%	0%	0%
Identifier B	0%	0%	0%	0%	0%	0%	0%
etc							
Industry Total	0%	0%	0%	0%	0%	0%	0%

Separate report pages for:

a) Percentage of monthly read AQ for sites >293,000 kWh which were without a reading for more than a month

b) Percentage AQ for sites <293,000 kWh with SMART/AMR (where an Operational Smart Meter is fitted or an Advanced Meter is flagged as being present at the Supply Meter Point) which were without a reading for more than a month

c) Percentage annually read AQ for sites <293,000 where neither an Operational Smart Meter is fitted or an Advanced Meter is flagged as being present at the Supply Meter Point which were without a reading for more than 12 months.

Schedule 2B – Performance Assurance Committee View

Report Title	**Estimated & Check Reads used for Gas Allocation for Products Classes 1 & 2**
Report Reference	PARR Schedule 2B.1
Report Purpose	Daily read estimates for Product Class 1 and 2 are generated to repeat the consumption from a week ago (7 days previously) and where there is no consumption history an estimate of AQ/365 will be used. The use of estimated reads will only materially affect settlement if there is no replacement read within gas flow day+5. The report assesses the impact of estimated reads being used for daily-metered sites at initial allocation and evaluates where check reads are not completed.
Expected Interpretation of the report results	MPRNs with significant usage can have volatile consumption. Only when an actual read is submitted or when a check read is completed will the correct consumption for a site be determined.
Report Structure (actual report headings & description of each heading)	Month PC1 & PC2 Shipper Short Code Percentage of Estimate Reads by product class Count of Check reads not completed by product class Industry Average
Data inputs to the report	Estimate Read Count divided by Total Read count per shipper Product Class Date Percentage of Check Reads outstanding by Product Class
Number rounding convention	Round up to closest whole number
History (e.g. report builds month on month)	Monthly report
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	A record where a D-7 estimate is used in Product Class 1 or 2 where the DMSP or Shipper fails to provide a read for the day. Only when an actual read is submitted or when a check read is completed will the correct consumption for a site be determined.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Shipper Short Code Alphabetically
History/background	Engage Recommendation Risk R5, R9
Relevant UNC obligations and performance standards	Obligation to provide reads for 100% of Class 1 "Performance Relevant Supply Meters" (Section M5.6) and 97.5% of all required Class 2 reads each day (Section M5.7)

Example Report:

Estimated & Check Reads used for Gas Allocation for Product Class [X]								
	Month x	Month x+1	Month x+2	etc		Month x	Month x+1	Month x+2	etc
	Est	Est	Est	Est		Check	Check	Check	Check
Shipper Short Code	0%	0%	0%	0%		x	x	x	x
ABC								
DEF								
etc								

Report Title	**No Meter Recorded in the Supply Point Register**
Report Reference	PARR Schedule 2B.2
Report Purpose	To provide a view of where no meter asset is attached
Expected Interpretation of the report results	The report should identify the number of meter points where no asset is recorded. Sites newly connected or temporarily disconnected are excluded.
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report Shipper Short Code MPRN Count by Product Class where no meter attached Industry Total
Data inputs to the report	MPRNs where no meter is recorded at the supply point, and the site has been confirmed for more than six months, or it is more than six months since the meter was removed, split by product class. Split report by Product Class
Number rounding convention	2 decimal places
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	Exclude sites where it is less than six months since the confirmation effective date and/or it is at least six months after the meter removal date.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Shipper Short Code Alphabetically
History/background	Engage Recommendation Risk R7, building on Shipper performance packs
Relevant UNC obligations and performance standards	UNC requirement to fit a meter at **every** supply point and obligation to provide timely updates to central systems. (M2.1.1)

Report Example:

No Meter Recorded in the Supply Point Register			Product Class [X]	
Shipper Short Code	Jan	Feb	Mar	X
ABC	0	0	0	0
DEF	0	0	0	0
GHI	0	0	0	0
Industry Total	0	0	0	0

Report Title	**No Meter Recorded in the Supply Point Register and data flows received by Xoserve**
Report Reference	PARR Schedule 2B.3
Report Purpose	To extend the view of report PARR 2.2 where no meter asset is recorded but Xoserve are receiving data flows implying that a meter is present.
Expected Interpretation of the report results	The report should identify the number of meter points where no asset is recorded but industry data flows suggest there is Shipper activity at the site.
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report Shipper Short Code MPRN Count by Product Class where data flows received but no meter attached Industry Total
Data inputs to the report	MPRNs where data flows received, but no meter recorded at the supply point.
Number rounding convention	whole number only
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	The portfolio size is measured as at the last day of the relevant month.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Shipper Short Code Alphabetically
History/background	Engage Recommendation –Risk R7, building on Shipper performance packs
Relevant UNC obligations and performance standards	UNC requirement to fit a meter at **every** supply point and obligation to provide timely updates to central systems. (M2.1.1)

No Meter Recorded in the Supply Point Register			Product Class [X]	
Shipper Short Code	Jan	Feb	Mar	X
ABC	0	0	0	0
DEF	0	0	0	0
GHI	0	0	0	0
Industry Total	0	0	0	0

Report Title	**Shipper Transfer Read Performance**
Report Reference	PARR Schedule 2B.4
Report Purpose	To identify the shipper performance of the submission of opening meter readings. The failure to provide an opening meter reading will result in the use of an estimated transfer reading.
Expected Interpretation of the report results	The report should identify performance across all market participants.
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report Shipper Short Code % of opening meter reads provided following confirmation. Industry Total
Data inputs to the report	Shipper Short Code Count of MPRNs being confirmed. Count of accepted opening reads provided by shippers Industry Total
Number rounding convention	% to 2 decimal places
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	The portfolio size is measured as at the last day of the relevant month. Reconfirmations are to be excluded. Meter readings within the window of D-5 to D+5, submitted by D+10, will be included
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Shipper Short Code Alphabetically
History/background	Currently provided to the Regulator and anonymised to the Data Quality Working Group. Engage Risk R8
Relevant UNC obligations and performance standards	Shipper obligation to obtain and provide a meter reading within the required date range following **every** transfer of ownership (M5.13)

Report Example:

Shipper Transfer Read Performance				
Shipper Short Code	Jan	Feb	Mar	[X]
ABC	0.00%	0.00%	0.00%	0.00%
DEF	0.00%	0.00%	0.00%	0.00%
GHI	0.00%	0.00%	0.00%	0.00%
Industry Total	0.00%	0.00%	0.00%	0.00%

Report Title	**Read Performance**
Report Reference	PARR Schedule 2B.5
Report Purpose	To compare shipper reading submission performance to requirements set out in the UNC. For all Classes, estimated reads are excluded for the purpose of this report i.e. an estimated reading will not count towards a positive performance.
Expected Interpretation of the report results	The aim is to understand whether required UNC standards are being met. The report should identify performance across all market participants
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report Shipper Short Code Product Class % of supply points for which reads accepted meet the read required as defined by meter read frequency. Industry Total
Data inputs to the report	Shipper Short Code Meter read frequency Latest meter reading date Product Class Industry Total
Number rounding convention	% to 2 decimal places
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	The portfolio size is measured as at the last day of the relevant month. The report is to be prepared as soon as possible after the relevant read windows have closed out. For Class 1 and 2 Meter Points, count all days for which the meter point was in the Shipper's portfolio. For Class 3 and 4 report only meter points which were with that Shipper and in that Class for the whole month.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Shipper Short Code Alphabetically
History/background	Compliance monitoring of the UNC requirements. Engage Risk – R6
Relevant UNC obligations and performance standards	The relevant targets are defined as: Product Class 1: DMSP provided reads – 100% by 11:00 on D+1 (M5.6.1) Product Class 2: DM Shipper provided reads – 97.5% by D+5 (M5.7.4) Product Class 3: Provided within 10 days – 90% of required reads each month (M5.8.5) Product Class 4: Monthly Read – 90% (M5.9.7) Shipper obligation provide at least one read per annum into settlement M.5.9

Report Example:

Read Performance					
	PC1	PC2	PC3	PC4	PC4
Sub-category	All	All	All	Monthly	Annual
Shipper A	0.00%	0.00%	0.00%	0.00%	0.00%
Shipper B	0.00%	0.00%	0.00%	0.00%	0.00%
Shipper C	0.00%	0.00%	0.00%	0.00%	0.00%
Total	0.00%	0.00%	0.00%	0.00%	0.00%

Report Title	**Meter Read Validity Monitoring**
Report Reference	PARR Schedule 2B.6
Report Purpose	To compare shipper meter reading submission performance
Expected Interpretation of the report results	The aim is to understand whether required UNC requirements are being met. The report should identify performance across all market participants
Report Structure (actual report headings & description of each heading)	Monthly report Shipper Short Code
Data inputs to the report	Shipper Short Code PC1-4 % of reads where Logic Check* failed as a % of reads submitted, split by Product Class and by Reason Code. Industry Total
Number rounding convention	% to 2 decimal places
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	The portfolio size is measured as at the last day of the relevant month. The relevant months and targets are defined as: The report is built based on read submission deadline having been passed by the end of the target reporting month. For example, reads due in January performance will be reported at the end of February.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Shipper Short Code Alphabetically
History/background	Engage Identified risks regarding meter read validation.
Additional comments	Logic Check is the term for the validation of data in the U01 Record prior to the validation of the reading itself. There is no correlation between the different validation failure reasons. When meter read validation failure occurs individual meter point reconciliation doesn't occur, and the historical AQ remains live. It is likely that as consumption trends are falling, this AQ will be on average higher than actual consumption. The responsible shipper may pay for more gas than the supply point consumes and this will adjust unidentified gas accordingly. A risk to other shippers is created when the shipper pays for less gas than their customers consumes. The principle risk because of meter read failure is inaccurate AQs and delayed reconciliations. There is a corresponding impact of late reconciliation on the Unidentified Gas reconciliation energy. This risk affects Product Class 3 and 4 only.

Relevant UNC obligations and performance standards	The relevant targets are defined as: Product Class 1: DMSP provided reads – 100% by 11:00 on D+1 (M5.6.1) Product Class 2: DM Shipper provided reads – 97.5% by D+5 (M5.7.4) Product Class 3: Provided within 10 days – 90% of required reads each month (M5.8.5) Product Class 4: Monthly Read – 90% (M5.9.7) Shipper obligation provide at least one read per annum into settlement M.5.9

Report Example:

Product Class X						
Peer Comparison	Reads where logic check* failed as a % of submitted readings.	Reads where logic check* failed as a % of submitted readings – MRE01030	Reads where logic check* failed as a % of submitted readings – MRE01026	Reads where logic check* failed as a % of submitted readings – MRE01027	Reads where logic check* failed as a % of submitted readings – MRE01028	Reads where logic check* failed as a % of submitted readings – MRE01029
Shipper A						
Shipper B						
Shipper C						
Industry Total						

Report Title	**No Reads received for 1, 2, 3 or 4 years (excludes estimated transfer readings)**
Report Reference	PARR Schedule 2B.7
Report Purpose	To monitor sites not being read
Expected Interpretation of the report results	To compare shipper meter reading submission failure performance to the requirements as set out in the UNC. To assess the impact of comparative time since last meter reading by Shipper and EUC Band.
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report Shipper Short Code EUC Bands Product Class % of portfolio with no read for X
Data inputs to the report	Shipper Short Code Count of MPRNs in Shipper portfolio EUC Bands Last accepted read date. Meter Reading Frequency
Number rounding convention	2 decimal places
History (e.g. report builds month on month)	Monthly report
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	On the date the report is run, the count of MPRNs with meter reading outstanding, profiled by overdue period (in years), expressed as a percentage of portfolio.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Shipper Short Code Alphabetically
History/background	Currently provided in Shipper Monthly Performance packs for years 2, 3 & 4 only. Engage Risk R4
Relevant UNC obligations and performance standards	Shipper obligation provide at least one read per annum into settlement M.5.9

Report Example:

Count of MPRNs with reading not received for 1, 2, 3 or 4 years – Class X											
Shipper Short Code											
Month	January				February				March			
	1 yr	2 yr	3 yr	4 yr	1 yr	2 yr	3 yr	4 yr	1 yr	2 yr	3 yr	4 yr
EUC Band 1	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %
EUC Band 2	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %
EUC Band 3	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %
EUC Band 4	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %
EUC Band 5	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %
EUC Band 6	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %
EUC Band 7	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %
EUC Band 8	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %
EUC Band 9	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %	0.00 %

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Report Title	**AQ Corrections**
Report Reference	PARR 2B.8
Report Purpose	To provide an overview of the effectiveness of the meter reading process.
Expected Interpretation of the report results	A high proportion of reads requiring the use of the AQ correction process would indicate that the meter reading validation tolerances may need to be reviewed.
Report Structure (actual report headings & description of each heading)	Monthly Report Shipper Short Code Count of MPRNs where AQ Correction process Used Reason Code for AQ Correction
Data inputs to the report	Count of MPRNs where AQ Correction process employed Reason code for AQ Correction
Number rounding convention	Whole number
History (e.g. report builds month on month)	Monthly – non-cumulative
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	By Shipper short code alphabetically.
History/background	Engage identified risk: Following a correction an updated AQ or SOQ would allow Xoserve to accept future meter reads and use them for individual meter point reconciliation. AQ corrections are likely to be required on increasing AQs as zero consumption is permitted within the Nexus rules. Engage Risk R12
Relevant UNC obligations and performance standards	Facility for the Registered User to request a change to the Annual Quantity of a Supply Meter Point on the grounds that the most recently calculated Annual Quantity does not reflect the expected (seasonally adjusted where relevant) consumption of gas over the 12 months following the date of the request due to an eligible cause which occurred after the Read Date of the AQ Opening Reading used in the most recent calculation of the Annual Quantity. (G1.6.20)

Report Example:

Shipper use of AQ Correction				
Shipper Short Code	Jan	Feb	Mar	[X]
ABC	0	0	0	0
DEF	0	0	0	0
GHI	0	0	0	0
Industry Total	0	0	0	0

Report Title	**Standard Correction Factors for sites with AQ > 732, MWH**
Report Reference	PARR Schedule 2B.9
Report Purpose	To monitor potentially incorrect correction factors for large consuming sites. Sites with an AQ >732 MWH should have a site specific correction factor rather than the default CF
Expected Interpretation of the report results	Sites where gas is conveyed to the meter at a rate which is reasonably expected to exceed 732 MWH a year should have a specific correction factor. Therefore any site that has a standard correction factor at this level of consumption for a reasonable period of time may be incorrect.
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report MPRN Count Shipper Short Code EUC Bands 4 and above
Data inputs to the report	Count of MPRNs AQ> 732MWH where the Correction Factor is 1.02264 Shipper Short Code EUC Bands 4 and above
Number rounding convention	whole number only
History (e.g. report builds month on month)	Monthly report
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Shipper Short Code Alphabetically
History/background	Currently provided in Shipper Monthly Performance packs, Engage Risk R7
Relevant UNC obligations and performance standards	Thermal Energy Regulations requirement to have a site-specific conversion factor at **all sites** with an AQ > 732,000 kWh

Count of MPRNs with AQ> 732,000 where the correction factor is 1.02264 by EUC												
Shipper Short Code												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
EUC Band 4												
EUC Band 5												
EUC Band 6												
EUC Band 7												
EUC Band 8												
EUC Band 9												

Report Title	**Replaced Meter Reads**
Report Reference	PARR Schedule 2B.10
Report Purpose	To monitor the number of meter readings being replaced which result in reconciliation adjustments
Expected Interpretation of the report results	To understand to what degree settlement is being adjusted after meter readings have been accepted.
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report MPRN Count Shipper Short Code EUC Bands Count of Reads replaced
Data inputs to the report	MPRN Shipper Short Code EUC Bands Count of Reads replaced
Number rounding convention	whole number only
History (e.g. report builds month on month)	Monthly report
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Shipper Short Code Alphabetically
History/background	Currently provided in Shipper Monthly Performance packs, Engage Risk R3
Relevant UNC obligations and performance standards	Facility for a User to submit to the CDSP an updated Meter Reading ("Updated Meter Reading") to replace an existing Valid Meter Reading previously submitted by the User (M5.1.6)

Report Example:

Count of MPRNs Where Meter Readings Replaced split by EUC Band												
Shipper Short Code												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
EUC Band 1												
EUC Band 2												
EUC Band 3												
EUC Band 4												
EUC Band 5												
EUC Band 6												
EUC Band 7												
EUC Band 8												
EUC Band 9												

* "Logic check" is the term for the validation of the data in the U01 records, prior to the validation of the reading value itself. These are the rejection reasons detailed in the U02 responses. Examples are: "Non opening read received outside the read receipt window", "Meter Serial Number on the read does not match that held by Transco", "Meter Point Status is dead, updates are not allowed", "Meter Read does not have the expected number of digits", "Meter was removed on the read date provided", "The System User providing the read is not responsible for the Meter Point". This list is not exhaustive, and is intended to identify the point in the process that the rejection occurs. For the avoidance of doubt the total of the two columns above equals the total sum of rejections

Report title	Annual Quantity Reports – **Percentage Portfolio Calculated in month**
Report reference	PARR Schedule 2B.11a
Purpose of report	To monitor AQ movements
Expected interpretation of report results	To review AQ movements to be able to focus activity on this area as and when required.
Report structure (actual report headings and description of each heading)	Class and MRF (for Class 4) Monthly non-cumulative report Shipper Short Code Percentage Calculated by AQ Band Industry Total
Data inputs to the report	Shipper Short Code Rolling AQ AQ Band Number calculated in month (and related AQ) Industry view of above Class MRF (Class 4)
Number rounding convention	2 decimal places
History, e.g. report builds month on month	Monthly report.
Rules governing treatment of data inputs (the actual formula/specification to prepare the report)	The portfolio is measured as at the first day of the relevant month, associated Rolling AQs are the values that went live for those supply points on the same day.
Frequency of report	Monthly
Sort criteria - alphabetical, ascending, etc.	Shipper Short Code Alphabetically.
History/background	Reports introduced by UNC Modification 0657 (PAC versions). PAF Risk Register R2 and R10. Anonymised reports are published by Xoserve on UKLink Docs secure website, Folder 12.
Relevant UNC obligations and performance standards	Calculation of AQ set out in UNC G1.6. Requirements for regular meter readings (see report 6 above).

Report Example:

Percentage of Portfolio Calculated in Month X for Class Y									
Shipper Short Code	EUC01	EUC02	EUC03	EUC04	EUC05	EUC06	EUC07	EUC08	EUC09
A	%	%	%	%	%	%	%	%	%
B	%	%	%	%	%	%	%	%	%
C	%	%	%	%	%	%	%	%	%
Industry Total	%	%	%	%	%	%	%	%	%

Report title	Annual Quantity Reports – **Percentage Portfolio Increased in month**
Report reference	PARR Schedule 2b.11b
Purpose of report	To monitor AQ movements
Expected interpretation of report results	To be able to compare proportions of calculations which are increases (11b) and decreases (11c).
Report structure (actual report headings and description of each heading)	Class and MRF (for Class 4) Monthly non-cumulative report Shipper Short Code Percentage Calculated by AQ Band Industry Total
Data inputs to the report	Shipper Short Code Rolling AQ AQ Band Number calculated in month (and related AQ) Industry view of above Class MRF (Class 4)
Number rounding convention	2 decimal places
History, e.g. report builds month on month	Monthly report.
Rules governing treatment of data inputs (the actual formula/specification to prepare the report)	The portfolio is measured as at the first day of the relevant month, associated Rolling AQs are the values that went live for those supply points on the same day.
Frequency of report	Monthly
Sort criteria - alphabetical, ascending, etc.	Shipper Short Code Alphabetically.
History/background	Reports introduced by UNC Modification 0657 (PAC versions). PAF Risk Register R2 and R10. Anonymised reports are published by Xoserve on UKLink Docs secure website, Folder 12.
Relevant UNC obligations and performance standards	Calculation of AQ set out in UNC G1.6. Requirements for regular meter readings (see report 6 above). Facility to request a change in the Annual Quantity (G1.6.20)

Report Example:

Percentage of Portfolio Increased in Month X for Class Y									
Shipper Short Code	EUC01	EUC02	EUC03	EUC04	EUC05	EUC06	EUC07	EUC08	EUC09
A	%	%	%	%	%	%	%	%	%
B	%	%	%	%	%	%	%	%	%
C	%	%	%	%	%	%	%	%	%
Industry Total	%	%	%	%	%	%	%	%	%

Report title	Annual Quantity Reports – **Percentage Portfolio Decreased in month**
Report reference	PARR Schedule 2B.11c
Purpose of report	To monitor AQ movements
Expected interpretation of report results	To be able to compare proportions of calculations which are increases (11b) and decreases (11c).
Report structure (actual report headings and description of each heading)	Class and MRF (for Class 4) Monthly non-cumulative report Shipper Short Code Percentage Calculated by AQ AQ Band Industry Total
Data inputs to the report	Shipper Short Code Rolling AQ AQ Band Number calculated in month (and related AQ) Industry view of above Class MRF (Class 4)
Number rounding convention	2 decimal places
History, e.g. report builds month on month	Monthly report.
Rules governing treatment of data inputs (the actual formula/specification to prepare the report)	The portfolio is measured as at the first day of the relevant month, associated Rolling AQs are the values that went live for those supply points on the same day.
Frequency of report	Monthly
Sort criteria - alphabetical, ascending, etc.	Shipper Short Code Alphabetically.
History/background	Reports introduced by UNC Modification 0657 (PAC versions). PAF Risk Register R2 and R10. Anonymised reports are published by Xoserve on UKLink Docs secure website, Folder 12.
Relevant UNC obligations and performance standards	Calculation of AQ set out in UNC G1.6. Requirements for regular meter readings (see report 6 above). Facility to request a change in the Annual Quantity (G1.6.20)

Report Example:

Percentage of Portfolio Decreased in Month X for Class Y									
Shipper Short Code	EUC01	EUC02	EUC03	EUC04	EUC05	EUC06	EUC07	EUC08	EUC09
A	%	%	%	%	%	%	%	%	%
B	%	%	%	%	%	%	%	%	%
C	%	%	%	%	%	%	%	%	%
Industry Total	%	%	%	%	%	%	%	%	%

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Report title	Annual Quantity Reports – **Age of AQ by Percentage of Portfolio**
Report reference	PARR Schedule 2B.11d
Purpose of report	To monitor AQ movements
Expected interpretation of report results	To be able to compare the proportion of sites which have had a recent AQ calculation in the **last 1, 4, 12, 24, 36 and >36 months**
Report structure (actual report headings and description of each heading)	Class and MRF (for Class 4) Monthly non-cumulative report Shipper Short Code Percentage Calculated by AQ AQ Band Industry Total
Data inputs to the report	Shipper Short Code Rolling AQ AQ Band Number calculated in month (and related AQ) Industry view of above Class MRF (Class 4)
Number rounding convention	2 decimal places
History, e.g. report builds month on month	Monthly report.
Rules governing treatment of data inputs (the actual formula/specification to prepare the report)	The portfolio is measured as at the first day of the relevant month, associated Rolling AQs are the values that went live for those supply points on the same day.
Frequency of report	Monthly
Sort criteria - alphabetical, ascending, etc.	Shipper Short Code alphabetically.
History/background	Reports introduced by UNC Modification 0657 (PAC versions). PAF Risk Register R2 and R10. Anonymised reports are published by Xoserve on UKLink Docs secure website, Folder 12.
Relevant UNC obligations and performance standards	Calculation of AQ set out in UNC G1.6. Requirements for regular meter readings (see report 6 above). Facility to request a change in the Annual Quantity (G1.6.20)

Report Example:

Shipper Short Code	Percentage of Portfolio with AQ calculation in the last 1, 4, 12, 24, 36, >36 months									
	EUC01						EUC02			
	1	4	12	24	36	>36	1	4	12	etc
A	%	%	%	%	%		%	%	%	%
B	%	%	%	%	%		%	%	%	%
C	%	%	%	%	%		%	%	%	%
Industry Total	%	%	%	%	%		%	%	%	%

Report title	Annual Quantity Reports – **Total Percentage of Portfolio Calculated by Month**
Report reference	PARR Schedule 2B.11e
Purpose of report	To monitor AQ movements
Expected interpretation of report results	To be able to compare the proportion of sites which have had an AQ calculation **in each of the last 12 months**
Report structure (actual report headings and description of each heading)	Class and MRF (for Class 4) Monthly non-cumulative report Shipper Short Code Percentage Calculated by AQ AQ Band Industry Total
Data inputs to the report	Shipper Short Code Rolling AQ AQ Band Number calculated in month (and related AQ) Industry view of above Class MRF (Class 4)
Number rounding convention	2 decimal places
History, e.g. report builds month on month	Monthly report.
Rules governing treatment of data inputs (the actual formula/specification to prepare the report)	The portfolio is measured as at the first day of the relevant month, associated Rolling AQs are the values that went live for those supply points on the same day.
Frequency of report	Monthly
Sort criteria - alphabetical, ascending, etc.	Shipper Short Code alphabetically.
History/background	Reports introduced by UNC Modification 0657 (PAC versions). PAF Risk Register R2 and R10. Anonymised reports are published by Xoserve on UKLink Docs secure website, Folder 12.
Relevant UNC obligations and performance standards	Calculation of AQ set out in UNC G1.6. Requirements for regular meter readings (see report 6 above). Facility to request a change in the Annual Quantity (G1.6.20)

Report Example:

Total Percentage of Portfolio with an AQ calculation in each of the last 12 months									
Shipper Short Code	EUC01					EUC02			
	M	M+1	M+2	M+3	Etc	M	M+1	M+2	Etc
A	%	%	%	%	%	%	%	%	%
B	%	%	%	%	%	%	%	%	%
C	%	%	%	%	%	%	%	%	%
Industry Total	%	%	%	%	%	%	%	%	%

Report title	Annual Quantity Reports – **Total Percentage of Portfolio Increased by Month**
Report reference	PARR Schedule 2B.11f
Purpose of report	To monitor AQ movements
Expected interpretation of report results	To be able to compare the proportion of sites which have had an AQ **increase in each of the last 12 months**
Report structure (actual report headings and description of each heading)	Class and MRF (for Class 4) Monthly non-cumulative report Shipper Short Code Percentage Calculated by AQ AQ Band Industry Total
Data inputs to the report	Shipper Short Code Rolling AQ AQ Band Number calculated in month (and related AQ) Industry view of above Class MRF (Class 4)
Number rounding convention	2 decimal places
History, e.g. report builds month on month	Monthly report.
Rules governing treatment of data inputs (the actual formula/specification to prepare the report)	The portfolio is measured as at the first day of the relevant month, associated Rolling AQs are the values that went live for those supply points on the same day.
Frequency of report	Monthly
Sort criteria - alphabetical, ascending, etc.	Shipper Short Code alphabetically.
History/background	Reports introduced by UNC Modification 0657 (PAC versions). PAF Risk Register R2 and R10. Anonymised reports are published by Xoserve on UKLink Docs secure website, Folder 12.
Relevant UNC obligations and performance standards	Calculation of AQ set out in UNC G1.6. Requirements for regular meter readings (see report 6 above). Facility to request a change in the Annual Quantity (G1.6.20)

Report Example:

Total Percentage of Portfolio with an AQ increase in each of the last 12 months									
Shipper Short Code	EUC01					EUC02			
	M	M+1	M+2	M+3	Etc	M	M+1	M+2	Etc
A	%	%	%	%	%	%	%	%	%
B	%	%	%	%	%	%	%	%	%
C	%	%	%	%	%	%	%	%	%
Industry Total	%	%	%	%	%	%	%	%	%

Report title	Annual Quantity Reports – **Total Percentage of Portfolio Decreased by Month**
Report reference	PARR Schedule 2B.11g
Purpose of report	To monitor AQ movements
Expected interpretation of report results	To be able to compare the proportion of sites which have had an AQ **decrease in each of the last 12 months**
Report structure (actual report headings and description of each heading)	Class and MRF (for Class 4) Monthly non-cumulative report Shipper Short Code Percentage Calculated by AQ AQ Band Industry Total
Data inputs to the report	Shipper Short Code Rolling AQ AQ Band Number calculated in month (and related AQ) Industry view of above Class MRF (Class 4)
Number rounding convention	2 decimal places
History, e.g. report builds month on month	Monthly report.
Rules governing treatment of data inputs (the actual formula/specification to prepare the report)	The portfolio is measured as at the first day of the relevant month, associated Rolling AQs are the values that went live for those supply points on the same day.
Frequency of report	Monthly
Sort criteria - alphabetical, ascending, etc.	Shipper Short Code alphabetically.
History/background	Reports introduced by UNC Modification 0657 (PAC versions). PAF Risk Register R2 and R10. Anonymised reports are published by Xoserve on UKLink Docs secure website, Folder 12.
Relevant UNC obligations and performance standards	Calculation of AQ set out in UNC G1.6. Requirements for regular meter readings (see report 6 above). Facility to request a change in the Annual Quantity (G1.6.20)

Report Example:

Total Percentage of Portfolio with an AQ decrease in each of the last 12 months									
Shipper Short Code	EUC01					EUC02			
	M	M+1	M+2	M+3	Etc	M	M+1	M+2	Etc
A	%	%	%	%	%	%	%	%	%
B	%	%	%	%	%	%	%	%	%
C	%	%	%	%	%	%	%	%	%
Industry Total	%	%	%	%	%	%	%	%	%

Report title	Annual Quantity Reports – **Failure to Calculate by Reason Code**
Report reference	PARR Schedule 2B.11h
Purpose of report	To monitor AQ movements
Expected interpretation of report results	To be able to compare the number of sites with a failed AQ calculation by Reason Code **in each of the last 12 months**
Report structure (actual report headings and description of each heading)	Monthly non-cumulative report Shipper Short Code Count of failures by rejection code Industry Total
Data inputs to the report	Failure to calculate rejection codes Shipper Short Code
Number rounding convention	Count in whole numbers
History, e.g. report builds month on month	Monthly report.
Rules governing treatment of data inputs (the actual formula/specification to prepare the report)	The report is produced for calculations which were attempted in the previous calendar month.
Frequency of report	Monthly
Sort criteria - alphabetical, ascending, etc.	Shipper Short Code alphabetically.
History/background	Reports introduced by UNC Modification 0657 (PAC versions). PAF Risk Register R2 and R10. Anonymised reports are published by Xoserve on UKLink Docs secure website, Folder 12.
Relevant UNC obligations and performance standards	Calculation of AQ set out in UNC G1.6. Requirements for regular meter readings (see report 6 above). Facility to request a change in the Annual Quantity (G1.6.20)

Report Example:

Count of failure to calculate by rejection code X					
Shipper Short Code	M	M+1	M+2	M+3	Etc
A	x	x	X	X	x
B	x	x	X	X	x
C	x	x	X	X	x
Industry Total	x	x	X	X	x

Report title	NDM Sample Data
Report reference	PARR Schedule 2B.12
Purpose of report	To monitor the provision of mandatory NDM sample data
Expected interpretation of report results	To be able to compare eligible shipper performance in providing NDM Sample Data for use in Demand Estimation.
Report structure (actual report headings and description of each heading)	Shipper Short Code Submission date % of portfolio supplied Contains IGT data y/n Frequency of submission Received within 5 working day window y/n
Data inputs to the report	Shipper Submission date % of portfolio supplied Number of IGT sites Frequency of submission
Number rounding convention	Percentages in whole numbers.
History, e.g. report builds month on month	A report twice a year providing submission performance for the last 6 months
Rules governing treatment of data inputs (the actual formula/specification to prepare the report)	Where a Shipper has >25,000 Supply Meter Points and hasn't submitted either a monthly or twice-yearly sample they will be included in the report and will have 0% shown for their submission. The portfolio is measured as at the first day of the relevant month, associated Rolling AQs are the values that went live for those supply points on the same day. Where the Shipper provides a monthly or quarterly sample the report will show the latest submissions information.
Frequency of report	The report will be run on a minimum of twice a year with the opportunity for PAC to request adhoc reports. Reports will be run no later than 1st May and 1st November.
Sort criteria - alphabetical, ascending, etc.	Shipper Short Code Alphabetically
History/background	Report developed and required as part of the requirement of implementation 0654S
Relevant UNC obligations and performance standards	Obligation to submit NDM Sample Data (H1.6).
Additional information	Report will not be part of the regular PARR delivery and will not be published on Huddle. CDSP will provide the data to the PAC at the relevant months meeting.

Report Example:

Shipper	Submission Date YYYMMDD	<25,000 Y/N	% of portfolio Supplied	Contains IGTs Y/N	Monthly, Quarterly or Twice-Yearly submission	Received within 5 Working day window Y/N
Shipper A	NA	Y	NA	NA	NA	NA
Shipper B	YYYMMDD	Y/N	x%	Y/N	Monthly	Y/N
Shipper C	YYYMMDD	Y/N	x%	Y/N	Monthly	Y/N

Report title	Monitoring of winter read provision and associated obligations – **First window report**
Report reference	PARR Schedule 2B.13a
Purpose of report	To highlight the percentage of Monthly read MPRNs that have not had reads accepted in November or December
Expected interpretation of report results	This report highlights to the PAC the percentage of Monthly read MPRNs by Shippers/Product Class which have not had a read accepted in either November or December, the first window for reads to be submitted that will be used in winter consumption calculations.
Report structure (actual report headings and description of each heading)	Shipper Short Code MPRN (Count Only) Product Class EUC Description % of Portfolio with no meter read accepted
Data inputs to the report	Percentage value per EUC of meter points without an actual read recorded in November or December each year - as a percentage of meter points that required a read Excludes NTS meter Points, SSMP, Twin stream
Number rounding convention	Percentage to 2 decimal places
History, e.g. report builds month on month	Month snapshot only – annual activity
Rules governing treatment of data inputs (the actual formula/specification to prepare the report)	Report will show the percentage value per EUC of meter points WITHOUT an actual read recorded in November or December each – as a percentage of meter points that required a read Report against the Shippers registered on 31st December each year. Report only on meter points in End User Categories 03 to 09.
Frequency of report	Issued by 10th business day of February in each year (reads can be submitted up to 25 business days from read date so this period must have elapsed)
Sort criteria - alphabetical, ascending, etc.	Shipper Short Code Alphabetically.
History/background	Report developed and required as part of the requirement of the implementation of UNC652 – Introduction of winter read/consumption reports and associated obligations.
Relevant UNC obligations and performance standards	0652 added new paragraphs to UNC TPD section M: 5.9.16 and 5.9.17, which detail the requirement of meter read provision to enable the CDSP to calculate Winter consumption data
Additional information	Report will not be part of the regular PARR delivery and will not be published on Huddle. CDSP will provide the data to the PAC at the relevant months meeting

Report Example:

Shipper	EUC03	EUC04	EUC05	EUC06	EUC07	EUC08
Shipper A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Shipper B	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Shipper C	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Report title	Monitoring of winter read provision and associated obligations **– Second window report**
Report reference	PARR Schedule 2B.13b
Purpose of report	To highlight the percentage of Monthly read MPRNs that have not had reads accepted in March or April
Expected interpretation of report results	This report highlights to the PAC the percentage of Monthly read MPRNs by Shippers/Product Class which have not had a read accepted in either March or April, the first window for reads to be submitted that will be used in winter consumption calculations.
Report structure (actual report headings and description of each heading)	Shipper Short Code MPRN (Count Only) Product Class EUC Description % of Portfolio with no meter read accepted
Data inputs to the report	Percentage value per EUC of meter points without an actual read recorded in March or April each year - as a percentage of meter points that required a read Excludes NTS meter Points, SSMP, Twin stream
Number rounding convention	Percentage to 2 decimal places
History, e.g. report builds month on month	This report highlights to the PAC the percentage of MPRNs by Shippers/Product Class which have not submitted a read in either March or April, the first window for reads to be submitted that will be used in winter consumption calculations.
Rules governing treatment of data inputs (the actual formula/specification to prepare the report)	Report will show the percentage value per EUC of meter points WITHOUT an actual read recorded in March or April each – as a percentage of meter points that required a read Report against the Shippers registered on 30th April each year. Report only on meter points in End User Categories 03 to 09.
Frequency of report	Issued by 10th business day of May in each year (reads can be submitted up to 25 business days from read date so this period must have elapsed)
Sort criteria - alphabetical, ascending, etc.	Shipper Short Code Alphabetically.
History, e.g. report builds month on month	Month snapshot only – annual activity
Relevant UNC obligations and performance standards	0652 added new paragraphs to UNC TPD section M: 5.9.16 and 5.9.17, which detail the requirement of meter read provision to enable the CDSP to calculate Winter consumption data
Additional information	Report will not be part of the regular PARR delivery and will not be published on Huddle. CDSP will provide the data to the PAC at the relevant months meeting

Report Example:

Shipper	EUC03	EUC04	EUC05	EUC06	EUC07	EUC08
Shipper A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Shipper B	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Shipper C	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Report title	Monitoring of winter read provision and associated obligations **– Missing Winter Consumption report**
Report reference	PARR Schedule 2B.13c
Purpose of report	To highlight the percentage of Monthly read MPRNs without a new winter consumption
Expected interpretation of report results	This report highlights to the PAC the percentage of Monthly read MPRNs by Shippers/Product Class that have not had a new winter consumption calculation
Report structure (actual report headings and description of each heading)	Shipper Short Code MPRN (Count Only) Product Class EUC Description % of Portfolio with no new winter consumption
Data inputs to the report	Percentage value per EUC of meter points with no new winter consumption Excludes NTS meter Points, SSMP, Twin stream
Number rounding convention	Percentage to 2 decimal places
History, e.g. report builds month on month	Month snapshot only – annual activity
Rules governing treatment of data inputs (the actual formula/specification to prepare the report)	Report will show the percentage value per EUC of meter points with no new winter consumption Report against the Shippers registered on 1st June each year. Report only on meter points in End User Categories 03 to 09.
Frequency of report	Issued annually in June each year
Sort criteria - alphabetical, ascending, etc.	Shipper Short Code Alphabetically.
History/background	Report developed and required as part of the requirement of the implementation of UNC652 – Introduction of winter read/consumption reports and associated obligations.
Relevant UNC obligations and performance standards	0652 added new paragraphs to UNC TPD section M: 5.9.16 and 5.9.17, which detail the requirement of meter read provision to enable the CDSP to calculate Winter consumption data
Additional information	Report will not be part of the regular PARR delivery and will not be published on Huddle. CDSP will provide the data to the PAC at the relevant months meeting

Report Example:

Shipper	EUC03	EUC04	EUC05	EUC06	EUC07	EUC08
Shipper A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Shipper B	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Shipper C	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Report title	Monitoring of winter read provision and associated obligations **– Missing Winter Consumption correction report**
Report reference	PARR Schedule 2B.13d
Purpose of report	To highlight the percentage of Monthly read MPRNs per EUC where a winter consumption correction was required in September but was not accepted
Expected interpretation of report results	This report highlights to the PAC the percentage of Monthly read MPRNs per EUC where a winter consumption correction was required in September but was not accepted
Report structure (actual report headings and description of each heading)	Shipper Short Code MPRN (Count Only) Product Class EUC Description % of Portfolio with no winter consumption correction
Data inputs to the report	Percentage value per EUC of meter points where a winter consumption correction was required in September but was not accepted Excludes NTS meter Points, SSMP, Twin stream
Number rounding convention	Percentage to 2 decimal places
History, e.g. report builds month on month	Month snapshot only – annual activity
Rules governing treatment of data inputs (the actual formula/specification to prepare the report)	Report will show the percentage value per EUC of meter points where a winter consumption correction was required in September but was not accepted Report against the Shippers registered on 30th September each year. Report only on meter points in End User Categories 03 to 09.
Frequency of report	Issued annually in October each year
Sort criteria - alphabetical, ascending, etc.	Shipper Short Code Alphabetically.
History/background	Report developed and required as part of the requirement of the implementation of UNC652 – Introduction of winter read/consumption reports and associated obligations.
Relevant UNC obligations and performance standards	0652 added new paragraphs to UNC TPD section M: 5.9.16 and 5.9.17, which detail the requirement of meter read provision to enable the CDSP to calculate Winter consumption data
Additional information	Report will not be part of the regular PARR delivery and will not be published on Huddle. CDSP will provide the data to the PAC at the relevant months meeting

Report Example:

Shipper	EUC03	EUC04	EUC05	EUC06	EUC07	EUC08
Shipper A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Shipper B	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Shipper C	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Report Title	**Sites above the Class 1 threshold which are not in Class 1**
Report Reference	PARR Schedule 2B.14
Report Purpose	To provide an overview of sites which are approaching or have reached the criteria for re-confirmation as Class 1.
Expected Interpretation of the report results	The aim is to understand whether Shippers are meeting their obligations to monitor and manage their very large sites and initiate re-confirmation to PC1 in a timely manner. The report should identify performance across all market participants.
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report Current Product Class (separated as PC4, PC3 & PC2) Shipper (containing shipper shortcode) Count of Supply Points above Class 1 threshold – CLASS 1 CRITERIA MET (incl. separate table for CLASS 1 CRITERIA NOT YET MET) Total AQ (GWh) of Supply Points above Class 1 threshold – CLASS 1 CRITERIA MET (incl. separate table for CLASS 1 CRITERIA NOT YET MET) Industry Totals (i.e. Product Class 4, 3 & 2 Total and Grand Total)
Data inputs to the report	MPRN Shipper Shortcode Product Class Rolling AQ Number of months/calculations since the AQ first crossed the threshold
Number rounding convention	Count of Supply Points: Whole numbers (right aligned) Total AQ: Displayed in GWh and rounded to 1 dp (right aligned)
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	To report the number of sites meeting or approaching or have reached the criteria for re-confirmation as Class 1 as set out in UNC G2.3.15b (see below – Relevant UNC Obligations). Sites are counted from the month that the effective AQ first crossed the Class 1 threshold until they are re-confirmed as Class 1. Sites are included if they are in the Shipper's ownership at the end of reporting month, even if the Shipper has only gained them during the reporting month in question. The report is prepared as soon as possible after the end of the calendar month.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Count of Supply Points / Total AQ of Supply Points (descending order using latest month, by class grouping)
History/background	Report introduced to support UNC Modification 0690 (change to Class 1 triggers). Whilst the Final Modification Report for 0690 included a reference to an additional PARR report, it did not specify a format, only a list of data items. This report format is based on the monitoring reports for Modification Proposal 0691 and has been approved by Performance Assurance Committee at its November 2020 meeting.

Relevant UNC obligations and performance standards	As per UNC G2.3.15b, the requirement for a site to be converted to Class 1, where:
	(i) the last 3 AQ Calculation Months were qualifying AQ Calculation Months (including Month M); or
	(ii) the last AQ Calculation Month prior to the commencement of the preceding period of 12 months was a qualifying AQ Calculation Month, and any AQ Calculation Month in that period is a qualifying AQ Calculation Month.

Report Examples:

		Count of Supply Points above Class 1 threshold – CLASS 1 CRITERIA MET				
Current Product Class	Shipper	Month x	Month x + 1	Month x + 2	Month x + 3	Month x + etc
4	Shipper B	0	0	0	0	0
	Shipper C	0	0	0	0	0
	Shipper A	0	0	0	0	0
4 Total		**0**	**0**	**0**	**0**	**0**
3	Shipper A	0	0	0	0	0
	Shipper C	0	0	0	0	0
	Shipper D	0	0	0	0	0
3 Total		**0**	**0**	**0**	**0**	**0**
2	Shipper D	0	0	0	0	0
2 Total		**0**	**0**	**0**	**0**	**0**
Grand Total		0	0	0	0	0

		Total AQ (GWh) of Supply Points above Class 1 threshold – CLASS 1 CRITERIA MET				
Current Product Class	Shipper	Month x	Month x + 1	Month x + 2	Month x + 3	Month x + etc
4	Shipper B	000.0	000.0	000.0	000.0	000.0
	Shipper C	000.0	000.0	000.0	000.0	000.0
	Shipper A	000.0	000.0	000.0	000.0	000.0
4 Total		**000.0**	**000.0**	**000.0**	**000.0**	**000.0**
3	Shipper A	000.0	000.0	000.0	000.0	000.0
	Shipper C	000.0	000.0	000.0	000.0	000.0
	Shipper D	000.0	000.0	000.0	000.0	000.0
3 Total		**000.0**	**000.0**	**000.0**	**000.0**	**000.0**
2	Shipper D	000.0	000.0	000.0	000.0	000.0
2 Total		**000.0**	**000.0**	**000.0**	**000.0**	**000.0**
Grand Total		000.0	000.0	000.0	000.0	000.0

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Current Product Class	Shipper	Count of Supply Points above Class 1 threshold – CLASS 1 CRITERIA NOT YET MET				
		Month x	Month x + 1	Month x + 2	Month x + 3	Month x + etc
4	Shipper B	0	0	0	0	0
	Shipper C	0	0	0	0	0
4 Total		**0**	**0**	**0**	**0**	**0**
3	Shipper D	0	0	0	0	0
	Shipper A	0	0	0	0	0
3 Total		**0**	**0**	**0**	**0**	**0**
2	Shipper D	0	0	0	0	0
2 Total		**0**	**0**	**0**	**0**	**0**
Grand Total		0	0	0	0	0

Current Product Class	Shipper	Total AQ (GWh) of Supply Points above Class 1 threshold – CLASS 1 CRITERIA NOT YET MET				
		Month x	Month x + 1	Month x + 2	Month x + 3	Month x + etc
4	Shipper B	000.0	000.0	000.0	000.0	000.0
	Shipper C	000.0	000.0	000.0	000.0	000.0
4 Total		**000.0**	**000.0**	**000.0**	**000.0**	**000.0**
3	Shipper D	000.0	000.0	000.0	000.0	000.0
	Shipper A	000.0	000.0	000.0	000.0	000.0
3 Total		**000.0**	**000.0**	**000.0**	**000.0**	**000.0**
2	Shipper D	000.0	000.0	000.0	000.0	000.0
2 Total		**000.0**	**000.0**	**000.0**	**000.0**	**000.0**
Grand Total		000.0	000.0	000.0	000.0	000.0

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Report Title	**Class 4 read submission performance as a percentage of portfolio AQ**
Report Reference	PARR Schedule 2B.15
Report Purpose	To compare Shipper performance in managing their valid meter reading submission for Class 4 supply points against targets set out in the UNC Related Document 'Percentage Overall AQ Portfolio Read in Product Class 4'.
Expected Interpretation of the report results	The aim is to understand whether required UNC minimum standards are being met. The report should identify performance across all market participants
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report Shipper Shortcode Separated by AQ banding and by Meter Read Frequency/equipment type Percentage of portfolio AQ without a meter reading for the required duration (either one month or 12 months) Industry Average
Data inputs to the report	SSC Annual Quantity Equipment type and status (whether a Smart/advanced meter is "operational" as defined in UNC) Meter reading history
Number rounding convention	Percentage to one decimal place
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	Sites are excluded if there was a change of Shipper or where an "operational" Smart or Advanced meter was fitted for the first time in the calendar month. NTS sites are excluded, IGT sites are included. Performance targets are: a) Percentage monthly read AQ for sites >=293,000 - Class 4 sites with an AQ >293,000 kWh will need to submit a Meter Reading within a 1 month window for 90% of their Shipper AQ Portfolio. b) Percentage monthly read AQ for sites <293,000 with SMART/AMR - Class 4 sites with an AQ <293,000 kWh and where an Operational Smart Meter is fitted or an Advanced Meter is flagged as being present at the Supply Meter Point will need to submit a Meter Reading within a 1month window for 90% of their Shipper AQ Portfolio. c) Percentage annually read AQ for sites <293,000 with no SMART/AMR - Class 4 sites with an AQ <293,000kWh and where neither an Operational Smart Meter is fitted or an Advanced Meter is flagged as being present at the Supply Meter Point will need to submit a Meter Reading within a 12 month window for 90% of their Shipper AQ Portfolio. The report is prepared as soon as possible after the end of the calendar month

Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Shipper Short code alphabetically
History/background	Requirement introduced to support UNC Modification 0672 obligations
Relevant UNC obligations and performance standards	The relevant targets are defined as: Product Class 4: Monthly Read – 90% (M5.9.7) Shipper obligation to take all reasonable steps to obtain and submit a Valid Meter Reading at least once per month, where Smart or AMR equipment is installed (M5.9.1 (d)) Shipper obligation provide at least one read per annum into settlement (M.5.9.9)
Additional information	

Percentage of Supply Point AQ without an accepted meter reading for the required duration							
Sub-category	Month	Month x+1	Month x+2	Month x+3	Month x+4	Month x+5	Etc
Shipper A	0%	0%	0%	0%	0%	0%	0%
Shipper B	0%	0%	0%	0%	0%	0%	0%
etc							
Industry Total	0%	0%	0%	0%	0%	0%	0%

Separate report pages for:

a) Percentage of monthly read AQ for sites >293,000 kWh which were without a reading for more than a month

b) Percentage AQ for sites <293,000 kWh with SMART/AMR (where an Operational Smart Meter is fitted or an Advanced Meter is flagged as being present at the Supply Meter Point) which were without a reading for more than a month

c) Percentage annually read AQ for sites <293,000 where neither an Operational Smart Meter is fitted or an Advanced Meter is flagged as being present at the Supply Meter Point which were without a reading for more than 12 months.