

# **Performance Assurance Reports Register**

## Version History

Version	Date	Reason for update
4.5	22 January 2021	First draft included within the draft Performance Assurance Framework Document created for UNC Modification 0674 (Performance Assurance Techniques and Controls)
4.6	18 October 2022	<p>Revisions to include changes which had been introduced to the previous PARR (Performance Assurance Reports Register) since the PAFD was drafted. This is required to avoid recently added reports being removed at implementation of UNC Modification 0674V. The revisions are:</p> <ul style="list-style-type: none"> <li>i) Incorporate additional sub-reports under 2A.11 and 2B.14 of sites reclassified to Class 1, as part of monitoring for UNC Modification 0691</li> <li>ii) Include “AQ At Risk” Reporting as an additional PARR report (2A.13 and 2B.16)</li> <li>iii) Address incorrect references to a UNC Related Document in 2A.12 and 2B.15, and refer to Modification 0672S throughout (rather than 0672)</li> </ul>
5.0	1 November 2022	PAFD baselined for UNC0674V implementation
5.1	16 May 2023	<p>Inclusion of Theft Reporting following implementation of UNC Modification 0734S.</p> <p>Inclusion of Report 2A.13 – erroneously omitted from previous version (present in pre-Modification 0674V version).</p> <p>Correction of incorrect numbering of Report 2B.14a.</p> <p>Approved at May 2023 Performance Assurance Committee</p>
5.2	16 August 2023	<p>Inclusion of UNC Modification 0664VVS reports, as per the Final Modification Report (Transfer of Sites with Low Valid Meter Reading Submission Performance from Classes 2 and 3 into Class 4). Minor corrections to UNC references.</p> <p>Approved at August 2023 Performance Assurance Committee.</p>

Version	Date	Reason for update
5.3	12 March 2024	<p>a) Inclusion of IGT UNC Modification 159V reports, as previously approved by PAC (Amendments to the Must Read Process)</p> <p>b) Inclusion of UNC Modification 0811S reports, as previously approved by PAC (Shipper Agreed Reads exceptions process)</p> <p>Approved at March 2024 Performance Assurance Committee</p>
5.4	19 August 2024	<p>Amend the applicable minimum read percentage requirements for Reports 2A.16 and 2B.19 with effect from 1 October 2024, as agreed at July 2024 PAC.</p> <p>Approved at August 2024 Performance Assurance Committee</p>
5.5	31 October 2024	<p>Inclusion of UNC Modification 0819 reports, as previously agreed by PAC in October 2024 (Vacant Sites process)</p> <p>Update to recent version history with Modification titles to aid comprehension.</p> <p>Approved at November 2024 Performance Assurance Committee.</p>

# Performance Assurance Reports Register

## **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
13. Breakdown of AQ overdue for a Meter Reading
14. Confirmed Energy Theft Notification submissions and Objection instances
15. Sites converted from PC 2/3 to PC4 by the CDSP due to low read submission levels
16. Class 2 and 3 Individual Read Performance against the Minimum Percentage Requirement
17. IGT Must Read process – use of Known Meter Issue flag
18. Corrective Opening Meter Reading Rejections
19. Class 4 Vacant Sites

## 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
15. Class 4 read submission performance as a percentage of portfolio AQ
16. Breakdown of AQ overdue for a Meter Reading
17. Confirmed Energy Theft Notification submissions and Objection instances
18. Sites converted from PC 2/3 to PC4 by the CDSP due to low read submission levels
19. Class 2 and 3 Individual Read Performance against the Minimum Percentage Requirement
20. IGT must read process – use of Known Meter Issue flag
21. Corrective Opening Meter Reading Rejections
22. Class 4 Vacant Sites

## Schedule 2A – Industry Peer Comparison View

Report Title	<b>Estimated &amp; Check Reads used for Gas Allocation, and consumption adjustments for Product Classes 1 &amp; 2</b>
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" (TPD Section M5.6) and 97.5% of all required Class 2 reads each day (TPD 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									

Report Title	<b>No Meter Recorded in the Supply Point Register</b>
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 <b>every</b> supply point and obligation to provide timely updates to central systems. (TPD M2.1.1)

Report Example:

<b>No Meter Recorded in the Supply Point Register</b>		<b>Product Class [X]</b>		
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	<b>No Meter Recorded in the Supply Point Register and data flows received by Xoserve</b>
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 <b>every</b> supply point and obligation to provide timely updates to central systems. (TPD 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	<b>Shipper Transfer Read Performance</b>
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 <b>every</b> transfer of ownership (TPD M5.13)

Report Example:

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

Report Example:

<b>Read Performance</b>					
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	<b>Meter Read Validity Monitoring</b>
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 <ul style="list-style-type: none"> <li>PC1-4 % of reads where Logic Check* failed as a % of reads submitted, split by Product Class and by Reason Code.</li> </ul> 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.

<p>Additional comments</p>	<p>Logic Check is the term for the validation of data in the U01 Record prior to the validation of the reading itself.</p> <p>There is no correlation between the different validation failure reasons.</p> <p>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.</p> <p>The principal 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.</p> <p>The following rejection codes are included in the report:</p> <p>MRE01026      Reading breached the lower Outer tolerance.</p> <p>MRE01027      Reading breached the Upper Outer tolerance.</p> <p>MRE01028      Reading breached the lower Inner tolerance value and no override flag provided.</p> <p>MRE01029      Reading breached the upper Inner tolerance value and no override flag provided.</p> <p>MRE01030      Override tolerance passed and override flag provided</p>
<p>Relevant UNC obligations and performance standards</p>	<p>Obligation on Shippers and on the CDSP to undertake meter read validation (TPD M5.3)</p>

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	<b>No Reads received for 1, 2, 3 or 4 years (excludes estimated transfer readings)</b>
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 TPD M.5.9
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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 %

Report Title	<b>AQ Corrections</b>
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. (TPD 2.3.20)
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Report Example:

<b>Shipper use of AQ Correction</b>		<b>Reason Code</b>		
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	<b>Standard Correction Factors for sites with AQ &gt; 732, MWH</b>
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 <b>all sites</b> 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	<b>Replaced Meter Reads</b>
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 (TPD M5.16)

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	<b>Sites above the Class 1 threshold which are not in Class 1</b>
Report Reference	PARR Schedule 2A.11a
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)	<p>Monthly non-cumulative report</p> <p>Current Product Class (separated as PC4, PC3 &amp; PC2)</p> <p>Peer Comparison Identifier</p> <p>Count of Supply Points above Class 1 threshold – CLASS 1 CRITERIA MET (incl. separate table for CLASS 1 CRITERIA NOT YET MET)</p> <p>Total AQ (GWh) of Supply Points above Class 1 threshold – CLASS 1 CRITERIA MET (incl. separate table for CLASS 1 CRITERIA NOT YET MET)</p> <p>Industry Totals (i.e. Product Class 4, 3 &amp; 2 Total and Grand Total)</p>
Data inputs to the report	<p>MPRN</p> <p>Shipper Shortcode</p> <p>Product Class</p> <p>Rolling AQ</p> <p>Number of months/calculations since the AQ first crossed the threshold</p>
Number rounding convention	<p>Count of Supply Points: Whole numbers (right aligned)</p> <p>Total AQ: Displayed in GWh and rounded to 1 dp (right aligned)</p>
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly

<p>Rules governing treatment of data inputs (actual formula/specification to prepare the report)</p>	<p>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 TPD G2.3.15b (see below – Relevant UNC Obligations).</p> <p>Sites are counted from the month that the effective AQ first crossed the Class 1 threshold until they are re-confirmed as Class 1.</p> <p>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.</p> <p>The report is prepared as soon as possible after the end of the calendar month.</p>
<p>Frequency of the report</p>	<p>Monthly</p>
<p>Sort criteria (alphabetical ascending etc.)</p>	<p>Count of Supply Points / Total AQ of Supply Points (descending order using latest month, by class grouping)</p>
<p>History/background</p>	<p>Report introduced to support UNC Modification 0690 (change to Class 1 triggers).</p> <p>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.</p>
<p>Relevant UNC obligations and performance standards</p>	<p>As per UNC TPD G2.3.15 (b), the requirement for a site to be converted to Class 1, where:</p> <ul style="list-style-type: none"> <li>(i) the last 3 AQ Calculation Months were qualifying AQ Calculation Months (including Month M);</li> <li>or</li> <li>(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.</li> </ul>

Report Examples:

		Count of Supply Points above Class 1 threshold – CLASS 1 CRITERIA MET				
Current Product Class	Peer Comparison Identifier	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
<b>4 Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
3	A	0	0	0	0	0
	C	0	0	0	0	0
	D	0	0	0	0	0
<b>3 Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
2	D	0	0	0	0	0
<b>2 Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Grand Total		0	0	0	0	0

		Total AQ (GWh) of Supply Points above Class 1 threshold – CLASS 1 CRITERIA MET				
Current Product Class	Peer Comparison Identifier	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
<b>4 Total</b>		<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>
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
<b>3 Total</b>		<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>
2	D	000.0	000.0	000.0	000.0	000.0

<b>2 Total</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>
Grand Total	000.0	000.0	000.0	000.0	000.0

		Count of Supply Points above Class 1 threshold – CLASS 1 CRITERIA NOT YET MET				
Current Product Class	Peer Comparison Identifier	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
<b>4 Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
3	D	0	0	0	0	0
	A	0	0	0	0	0
<b>3 Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
2	D	0	0	0	0	0
<b>2 Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Grand Total		0	0	0	0	0

		Total AQ (GWh) of Supply Points above Class 1 threshold – CLASS 1 CRITERIA NOT YET MET				
Current Product Class	Peer Comparison Identifier	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
<b>4 Total</b>		<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>
3	D	000.0	000.0	000.0	000.0	000.0
	A	000.0	000.0	000.0	000.0	000.0
<b>3 Total</b>		<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>
2	D	000.0	000.0	000.0	000.0	000.0
<b>2 Total</b>		<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>
Grand Total		000.0	000.0	000.0	000.0	000.0

Report Title	<b>Count of sites reclassified to Class 1 by the Shipper and CDSP</b>
Report Reference	PARR Schedule 2A.11b
Report Purpose	To compare Shipper performance in re-confirming sites to PC1 in line with the obligations in G2.3.15(b)
Expected Interpretation of the report results	The aim is to understand whether Shippers are meeting their obligations or whether the CDSP has had to convert sites due to lack of actions from the Shipper within 20 Supply Point System Business Days. The report should identify performance across all market participants.
Report Structure (actual report headings & description of each heading)	<p>Monthly non-cumulative report</p> <p>Peer Comparison Identifier</p> <p>Product Class</p> <p>Count of supply points which the Shipper has moved to Class 1 during the month</p> <p>Count of supply points which the CDSP has moved to Class 1 during the month</p> <p>Industry Total</p>
Data inputs to the report	<p>SSC</p> <p>Peer Comparison Identifier</p> <p>Product Class</p> <p>Count of sites converted by the Shipper and the CDSP by calendar month (reported separately)</p>
Number rounding convention	Whole numbers
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 counted if they became live as Class 1 on any date in the calendar month.
Frequency of the report	Monthly

Sort criteria (alphabetical ascending etc.)	Count of Supply Points reclassified by CDSP (descending order using latest month); Peer Comparison identifier (ascending order i.e. A-Z)
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 May 2021 meeting.
Relevant UNC obligations and performance standards	TPD G2.2.9  After a Supply Point has met the Class 1 criteria set out in TPD G2.3.15(b) and provided Datalogging equipment has been installed at the site for at least 2 months, the registered shipper has 20 business days to reclassify the site to Class 1 before the CDSP steps in.

Report Example:

Count of sites reclassified to Class 1 by the Shipper and CDSP							
	Month x		Month x +1		Month x +2		Etc for 12 months
Reclassified by	Shipper	CDSP	Shipper	CDSP	Shipper	CDSP	
Peer Comparison Identifier A	0	0	0	0	0	0	
Peer Comparison Identifier B	0	0	0	0	0	0	
Peer Comparison Identifier C	0	0	0	0	0	0	
etc	0	0	0	0	0	0	
Total	0	0	0	0	0	0	

Report Title	<b>Class 4 read submission performance as a percentage of portfolio AQ</b>
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 this document (the “PAFD”).
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)	<p>Monthly non-cumulative report</p> <p>Peer Comparison Identifier</p> <p>Separated by AQ banding and by Meter Read Frequency/equipment type</p> <p>Percentage of portfolio AQ without a meter reading for the required duration (either one month or 12 months)</p> <p>Industry Average</p>
Data inputs to the report	<p>SSC</p> <p>Peer Comparison Identifier</p> <p>Annual Quantity</p> <p>Equipment type and status (whether a Smart/advanced meter is “operational” as defined in UNC)</p> <p>Meter reading history</p>
Number rounding convention	Percentage to one decimal place
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly

<p>Rules governing treatment of data inputs (actual formula/specification to prepare the report)</p>	<p>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.</p> <p>NTS sites are excluded. IGT sites are included.</p> <p>Performance targets are:</p> <p>a) Percentage monthly read AQ for sites <math>\geq 293,000</math> - Class 4 sites with an AQ <math>&gt; 293,000</math> kWh will need to submit a Meter Reading <b>within a 1 month window for 90%</b> of their Shipper AQ Portfolio.</p> <p>b) Percentage monthly read AQ for sites <math>&lt; 293,000</math> with SMART/AMR - Class 4 sites with an AQ <math>&lt; 293,000</math> 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 <b>within a 1 month window for 90%</b> of their Shipper AQ Portfolio.</p> <p>c) Percentage annually read AQ for sites <math>&lt; 293,000</math> with no SMART/AMR - Class 4 sites with an AQ <math>&lt; 293,000</math> kWh 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 <b>within a 12 month window for 90%</b> of their Shipper AQ Portfolio.</p> <p>These performance targets are based on the prevailing UNC TPD Section M obligations at the time of preparation of the Final Modification Report for UNC 0672S and are set out in that FMR. These targets can be updated via a change to this document through its prevailing governance arrangements.</p> <p>The report is prepared as soon as possible after the end of the calendar month</p>
<p>Frequency of the report</p>	<p>Monthly</p>
<p>Sort criteria (alphabetical ascending etc.)</p>	<p>Peer Comparison Identifier alphabetically</p>
<p>History/background</p>	<p>Requirement introduced to support UNC Modification 0672S obligations</p>

Relevant UNC obligations and performance standards	<p>The relevant targets are defined as:</p> <p>Product Class 4: Monthly Read – 90% (TPD M5.9.7)</p> <p>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 (TPD M5.9.1 (d) )</p> <p>Shipper obligation provide at least one read per annum into settlement (TPD M.5.9.9)</p> <p>Inclusion of the relevant targets in the PARR is set out in TPD M5.9.18.</p>
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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.

Report Title	<b>Breakdown of AQ overdue for a Meter Reading</b>
Report Reference	PARR Schedule 2A.13
Report Purpose	To compare Shipper performance in managing their valid meter reading submission for LDZ supply points against targets set out in UNC with a particular focus on the AQ of overdue sites (as opposed to count of sites in other reports in this suite).
Expected Interpretation of the report results	The aim is to understand whether required UNC minimum standards are being met and whether sites with larger AQs are being well-managed to minimise industry risk due to out-of-date AQs or lack of meter point reconciliation. The report should identify performance across all market participants
Report Structure (actual report headings & description of each heading)	<p>Monthly non-cumulative report</p> <p>Peer Comparison Identifier</p> <p>Split by six categories (based on Class and/or AQ/type of equipment)</p> <p>Percentage of AQ within each category (see below) without a meter reading for the required duration (either three month or 15 months)</p> <p>Percentage of Shipper Total AQ overdue for a meter reading</p> <p>Percentage of Industry Total AQ overdue for a meter reading</p>
Data inputs to the report	<p>SSC</p> <p>Peer Comparison Identifier</p> <p>Annual Quantity</p> <p>Equipment type and status (whether a Smart/advanced meter is “operational” as defined in UNC)</p> <p>Meter reading history</p>
Number rounding convention	Percentage to one decimal place
History (e.g. report builds month on month)	Current month and prior month

<p>Rules governing treatment of data inputs (actual formula/specification to prepare the report)</p>	<p>NTS sites are excluded, IGT sites are included.</p> <p>Performance targets are:</p> <ul style="list-style-type: none"> <li>a) Class 1 sites are counted as overdue if they have not loaded an actual read into Settlement for over <b>three months</b></li> <li>b) Class 2 sites are counted as overdue if they have not loaded an actual read into Settlement for over <b>three months</b></li> <li>c) Class 3 sites are counted as overdue if they have not loaded an actual read into Settlement for over <b>three months</b></li> <li>d) Class 4 sites with an AQ &gt;293,000 kWh are counted as overdue if they have not loaded an actual read into Settlement for over <b>three months</b></li> <li>e) Class 4 sites with an AQ &lt;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 are counted as overdue if they have not loaded an actual read into Settlement for over <b>three months</b></li> <li>f) Class 4 sites with an AQ &lt;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 are counted as overdue if they have not loaded an actual read into Settlement for over <b>fifteen (15) months</b></li> </ul> <p>These targets can be updated via a change to this PARR document through its prevailing governance arrangements.</p>
<p>Frequency of the report</p>	<p>Monthly</p>
<p>Sort criteria (alphabetical ascending etc.)</p>	<p>In descending order of percentage of total AQ that is overdue for a meter reading</p>
<p>History/background</p>	<p>Report introduced by the UIG Task Force to target Shippers with large unread portfolios. Report was provided regularly to Performance Assurance Committee using separate anonymisation and presented an overdue picture across all six categories.</p>

Relevant UNC obligations and performance standards	<p>The relevant obligations are defined as:</p> <p>Product Class 1: DMSP provided reads – 100% by 11:00 on D+1 (TPD M5.6.1)</p> <p>Product Class 2: DM Shipper provided reads – 97.5% by D+5 (TPD M5.7.4)</p> <p>Product Class 3: Provided within 10 days – 90% of required reads each month (TPD M5.8.5)</p> <p>Product Class 4: Monthly Read – 90% (TPD M5.9.7)</p> <p>Shipper obligation provide at least one read per annum into settlement (TPD M.5.9)</p>
Additional information	<p>This report was present in version 4.0 of PARR (prior to implementation of UNC Modification 0674V) but omitted in error from version 5.0 of PARR. Report was still published by PAFA each month. Reinstated in this document for version 5.1.</p>

Report Example:

% of portfolio AQ	Month X							Month X-1 (Prior Month)						
	Class 1	Class 2	Class 3	Class 4 >293k	Class 4 Smart/AMR	Class 4 Small Non-Smart	Total	Class 1	Class 2	Class 3	Class 4 >293k	Class 4 Smart/AMR	Class 4 Small Non-Smart	Total
A	19.6%		5.6%	3.2%			8.4%	17.6%	0.0%	5.0%	2.9%	0.0%	0.0%	7.6%
B	6.8%	7.3%	24.6%			6.8%	8.3%	6.1%	6.6%	22.1%	0.0%	0.0%	6.1%	7.6%
C		6.5%		8.2%			7.5%	0.0%	5.9%	0.0%	7.4%	0.0%	0.0%	6.8%
D			10.2%		5.6%	7.5%	6.9%	0.0%	0.0%	9.2%	0.0%	5.0%	6.8%	6.2%
etc								0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
TOTAL	1.91%	5.10%	2.93%	18.93%	21.60%	8.67%	11.03%	1.7%	4.6%	2.6%	17.0%	19.4%	7.8%	9.9%

Report Title	<b>Confirmed Energy Theft Notification submissions and Objection instances</b>
Report Reference	PARR Schedule 2A.14
Report Purpose	To provide a view of where Shippers have objected to Confirmed Energy Theft Notifications being updated in settlement.  <i>For the avoidance of doubt a Confirmed Energy Theft Notification includes a Confirmed Energy Theft Claim and a Confirmed Energy Theft Withdrawal.</i>
Expected Interpretation of the report results	To understand to what extent Suppliers' Confirmed Energy Theft Notifications are objected to and therefore not reflected within settlement, by comparing across Shippers and against the industry totals
Report Structure (actual report headings & description of each heading)	Month Peer Comparison Identifier % of Confirmed Energy Theft Claims objected to % of energy within the Confirmed Energy Theft Claims objected to % of Theft Withdrawals objected to % of theft energy for withdrawal objected to
Data inputs to the report	Confirmed Energy Theft Objection instances Confirmed Energy Theft Withdrawal Objection instances Confirmed Energy Theft Notification (Claim and Withdrawal) objection energy values (kWh)
Number rounding convention	Whole numbers and values. Percentages will be to 1 decimal place e.g., 29.1%.
History (e.g., report builds month on month)	Rolling 12 months, building from month 1 (first month only one month produced).
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	The report will include the values and figures based on the Confirmed Energy Theft Notifications and Objections received within the month they are being recorded against.  The report is prepared 15 Supply Point System Business Days (SPSBDs) after the end of the calendar month.

Frequency of the report	Monthly (M+15 SPSBDs)
Sort criteria (alphabetical ascending etc.)	Peer Comparison Identifier Alphabetically
History/background	Relevant issues identified in Joint Theft Reporting Review Group (UNC 0677R) and addressed in UNC Modification 0734S.
Relevant UNC obligations and performance standards	UNC TPD, Section V – General, Clause 14 – Theft of Gas

**Example Reports:**

<sup>1</sup>Example report – Confirmed Energy Theft Claim objections\*

	Month x		Month x +1
Peer Comparison Identifier	% of Confirmed Energy Theft Claims objected to	% energy value objected to for the Confirmed Energy Theft	
ABC	%	%	
DEF	%	%	
Etc	%	%	
Industry Totals	%	%	

*\*For the avoidance of doubt, Confirmed Energy Theft Objections are raised by the Shipper and the only reason specified within the Modification allowing an objection is instances of manifest error.*

<sup>1</sup>Example report – Confirmed Energy Theft Withdrawal objections\*

	Month x		Month x +1
Peer Comparison Identifier	% of Confirmed Energy Theft Withdrawals objected to	% energy value objected to for the Confirmed Energy Theft Withdrawal	
ABC	%	%	
DEF	%	%	
Etc	%	%	
Industry Totals	%	%	

*\*For the avoidance of doubt, Confirmed Energy Theft Withdrawal objections are raised by the Shipper and the only reason specified within the Modification allowing an objection is instances of manifest error.*

<sup>1</sup>For the avoidance of doubt, a Shipper can object at a Supply Meter Point (SMP) level to a Confirmed Energy Theft Claim or a Confirmed Energy Theft Withdrawal within 15 Supply Point System Business Days (SPSBDs) of receipt of the notification from the CDSP. The grounds for a Shipper to object are limited to instances of manifest error. Based on this, the reason for the objection to a Claim or Withdrawal will always be manifest error.

Report Title	<b>Sites converted from PC 2/3 to PC4 by the CDSP due to low read submission levels at individual supply points</b>
Report Reference	PARR Schedule 2A.15
Report Purpose	To compare performance for each Shipper in managing their valid meter reading submission for Class 2 and 3 supply points against the minimum submission at supply point level (not against the UNC portfolio level targets), by reporting on the number of sites which the CDSP has converted to Class 4, following failure to meet the minimum requirements at levels over the Performance Period.
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 Product Class Count of supply points for which the CDSP has moved to Class 4 during the month Industry Total
Data inputs to the report	SSC Peer Comparison Identifier Product Class Count of sites converted by the CDSP Excludes Class changes initiated by the Shipper
Number rounding convention	Whole numbers
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 counted if they became live as Class 4 on any date in the calendar month.  Sites are excluded if the Shipper initiated the Class change, or if the Class change was due to a change of Shipper  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 0664VVS obligations
Relevant UNC obligations and performance standards	UNC TPD, Section M5.17

**Example Reports:**

Supply Points converted from PC2 or PC3 to PC4 by the CDSP due to low read submission (in accordance with UNC obligations TPD M5.17)							
	Month		Month x+1		Month x+2		Etc
Sub-category	PC2	PC3	PC2	PC3	PC2	PC3	
Identifier A	0	0	0	0	0	0	0
Identifier B	0	0	0	0	0	0	0
Etc							
Total	0	0	0	0	0	0	0

Report Title	<b>Class 2 and 3 Individual Read Performance against the Minimum Percentage Requirement</b>
Report Reference	PARR Schedule 2A.16
Report Purpose	<p>To compare performance for each Shipper in managing their valid meter reading submission for Class 2 and 3 supply points against the Minimum Percentage Requirement at supply point level (not against the UNC portfolio level targets), by reporting on the proportion of the portfolio achieving the applicable Minimum Percentage Requirement, plus the count.</p> <p>(Note that the Minimum Percentage Requirement was set at 25% initially but following a review at July 2024 PAC, it has increased to <b>50%</b> from 1 October 2024 until further notice. (This threshold is subject to review by PAC no later than August 31st each year and therefore may change from time to time))</p>
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)	<p>Monthly non-cumulative report</p> <p>Peer Comparison Identifier</p> <p>Product Class</p> <p>Percentage of the Shipper's portfolio (by count) which met the Minimum Percentage Requirement each month of the report period</p> <p>Industry Performance Percentage</p>
Data inputs to the report	<p>SSC</p> <p>Peer Comparison Identifier</p> <p>Product Class</p> <p>Individual meter point read performance (percentage of days for which reads were accepted for the month)</p> <p>Minimum Percentage Requirement</p>
Number rounding convention	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)	<p>Sites are excluded if there was a Shipper transfer or Class change (whether initiated by the Shipper or the CDSP) in the month.</p> <p>The report is prepared at least 10 days after the end of the calendar month, and is therefore reported 2 months in arrears.</p>
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Peer Comparison Identifier alphabetically
History/background	Requirement introduced to support UNC Modification 0664VVS obligations
Relevant UNC obligations and performance standards	UNC TPD, Section M5.17

**Example Reports:**

Percentage of individual Supply Points where the Minimum Percentage Requirement of [x%] has been achieved by month							
<b>Class 2</b>	Month x	Month x + 1	Month x + 2	Month x + 3	Month x + 4	Month x + 5	Etc
Identifier A	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Identifier B	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Etc							
Industry Performance	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Percentage of individual Supply Points where the Minimum Percentage Requirement of [x%] has been achieved by month							
<b>Class 3</b>	Month x	Month x + 1	Month x + 2	Month x + 3	Month x + 4	Month x + 5	Etc
Identifier A	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Identifier B	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Etc							
Industry Performance	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Report Title	<b>IGT must read process – use of Known Meter Issue flag</b>
Report Reference	PARR Schedule 2A.17
Report Purpose	The IGT must read process allows Shippers and IGTs to report where there is a known meter issue which is preventing a Valid Meter Read being provided and excludes the Supply Meter Point (SMP) from triggering a must read until the issue is resolved. The report shows the percentage of SMPs which would have triggered a must read but have been excluded due to a known issue in the previous month and the proportion of sites which have a known issue and an age breakdown of how long the known meter issue has been recorded.
Expected Interpretation of the report results	The report should help to identify any Shippers which have a disproportionate number of their sites flagged as having a known meter issue. Plus, the proportion of sites where must reads are being delayed from being triggered.
Report Structure (actual report headings & description of each heading)	Month Peer Comparison Identifier Percentage of IGT sites with a known meter issue in the month Percentage of each Shipper's IGT portfolio flagged with a known meter issue, where the must read has been paused, split into three age bands Industry Total percentages
Data inputs to the report	New IGT sites with known meter issues identified Date first set with a known meter issue Total IGT Shipper portfolio in scope of a must read (count of meter points which could trigger a must read) Peer Comparison Identifiers
Number rounding convention	Percentages to 2 decimal places
History (e.g., report builds month on month)	Monthly report plus 11 previous months for comparison
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	Only IGT sites are considered. Month end position is only for sites remaining in the Shipper's portfolio at the end of the month.
Frequency of the report	Monthly

Sort criteria (alphabetical ascending etc.)	Peer Comparison Identifier Alphabetically
History/background	Report introduced to support implementation of IGT UNC Modification 159 – Amendments to the Must Read process
Relevant UNC obligations and performance standards	IGT UNC Part E, Clause 11 UNC Section M 5.10

**Example Reports:**

Percentage of IGT sites within a Shipper’s portfolio, with a known meter issue where the must read has been excluded (due to having a known meter issue)					
Peer Comparison Identifier	Month x	Month x+1	Month x+2	etc	Month x + 11
ABC	%	%	%	%	%
DEF	%	%	%	%	%
Etc	%	%	%	%	%
Industry Totals	%	%	%	%	%

Proportion of IGT sites within a Shipper’s portfolio with a known meter issue where the must read has been excluded, by age (age from the point the known meter issue was notified)							
Peer Comparison Identifier	Month			Month +1			Etc to Month 11
	0-6 M	6-11 M	>12 M	0-6 M	6-11 M	>12 M	
Identifier A	%	%	%	%	%	%	%
Identifier B	%	%	%	%	%	%	%
Etc	%	%	%	%	%	%	%
Industry Totals	%	%	%	%	%	%	%

Report Title	<b>Corrective Opening Meter Reading Rejections</b>
Report Reference	PARR Schedule 2A.18
Report Purpose	To provide a view where the Corrective Opening Meter Reading process has been initiated and where such Read has been rejected
Expected Interpretation of the report results	To understand to what extent the Shipper Agreed Read (SAR) has not been fulfilled and the Corrective Opening Read process must be utilised to ensure the accurate and agreed Meter Read is reflected in settlement.
Report Structure (actual report headings & description of each heading)	<p>Month</p> <p>Peer Comparison Identifier</p> <p>Count of Corrective Opening Meter Readings received by the Proposing User where raised by the Withdrawing User</p> <p>Percentage of rejections raised against a Corrective Opening Meter Reading</p> <p>Percentage of rejections received for a Corrective Opening Meter Reading raised</p>
Data inputs to the report	<p>Total count of Corrective Opening Meter Readings</p> <p>Rejections raised for Corrective Opening Meter Readings</p> <p>Rejections received for Corrective Opening Meter Readings</p> <p>Peer Comparison Identifier</p>
Number rounding convention	<p>Whole numbers and values</p> <p>Percentages to 1 decimal place e.g., 29.1%.</p>
History (e.g., report builds month on month)	Rolling 12 months, building from month 1 (first month only one month produced)
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	<p>The report will include the values and figures based on the Corrective Opening Read process.</p> <p>The report is prepared 20 Supply Point System Business Days (SPSBDs) after the end of the calendar month.</p>
Frequency of the report	Monthly (M+20 SPSBDs)
Sort criteria (alphabetical ascending etc.)	Peer Comparison Identifier Alphabetically

History/background	Report introduced to support implementation of UNC Modification 0811S Shipper Agreed Read (SAR) exceptions process
Relevant UNC obligations and performance standards	UNC Section M 5.13.17 to 5.13.21

**Example Reports:**

	Month x			Month x + 1
Peer Comparison Identifier	Count of Corrective Opening Meter Readings received as the Proposing User	% of rejections raised against a Corrective Opening Meter Reading	% of rejections received against a Corrective Opening Meter Reading raised	
ABC	x	%	%	Etc
DEF	x	%	%	
Etc	x	%	%	
Industry Totals	x	%	%	

Report Title	<b>Class 4 Vacant Sites</b>
Report Reference	PARR Schedule 2A.19
Report Purpose	Use of the Vacant indicator removes a meter point from the daily gas allocation process (including assignment of UIG). The report shows the number of Class 4 meter points which have been updated to Vacant in the previous month and an age breakdown of how long those sites have been flagged as vacant.
Expected Interpretation of the report results	The report should help to identify any Shippers which have a disproportionate proportion of their Class 4 portfolio flagged as Vacant.
Report Structure (actual report headings & description of each heading)	Month Peer Comparison Identifier Count of sites updated to Vacant in the month Percentage of each Shipper's Class 4 portfolio flagged as Vacant split into three age bands Industry Totals and Overall Industry percentages
Data inputs to the report	New Vacant sites Total count of vacant sites Date first set to Vacant Total Shipper Class 4 portfolio (count of meter points) Peer Comparison Identifiers
Number rounding convention	Percentages to 2 decimal places Counts in whole numbers
History (e.g. report builds month on month)	Monthly report plus 11 previous months for comparison
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	Only Class 4 sites are considered. All updates to Class 4 within the month are included. Month end position is only for sites remaining in the Shipper's portfolio at the end of the month.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Peer Comparison Identifier Alphabetically

History/background	Report introduced to support implementation of UNC Modification 0819 (Establishing/Amending a Gas Vacant Site Process)
Relevant UNC obligations and performance standards	UNC Section G10

**Example Reports:**

Sites set to Vacant within the month					
Peer Comparison Identifier	Month x	Month x+1	Month x+2	etc	Month x + 11
ABC	x	x	x	x	x
DEF	x	x	x	x	x
Etc	x	x	x	x	x
Total	x	x	x	x	x

Proportion of Vacant sites at the end of each Month							
Peer Comparison Identifier	Month			Month +1			Etc. to Month +11
	0-6 M	7-12 M	>12 M	0-6 M	7-12 M	>12 M	
ABC	%	%	%	%	%	%	
DEF	%	%	%	%	%	%	
Etc	%	%	%	%	%	%	
Overall Industry Percentage	%	%	%	%	%	%	

## Schedule 2B – Performance Assurance Committee View

Report Title	<b>Estimated &amp; Check Reads used for Gas Allocation for Products Classes 1 &amp; 2</b>
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" (TPD Section M5.6) and 97.5% of all required Class 2 reads each day (TPD 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	<b>No Meter Recorded in the Supply Point Register</b>
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 <b>every</b> supply point and obligation to provide timely updates to central systems. (TPD M2.1.1)

Report Example:

<b>No Meter Recorded in the Supply Point Register</b>		<b>Product Class [X]</b>		
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	<b>No Meter Recorded in the Supply Point Register and data flows received by Xoserve</b>
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 <b>every</b> supply point and obligation to provide timely updates to central systems. (TPD 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	<b>Shipper Transfer Read Performance</b>
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 <b>every</b> transfer of ownership (TPD M5.13)

Report Example:

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

Report Example:

<b>Read Performance</b>					
	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	<b>Meter Read Validity Monitoring</b>
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.

<p>Additional comments</p>	<p>Logic Check is the term for the validation of data in the U01 Record prior to the validation of the reading itself.</p> <p>There is no correlation between the different validation failure reasons.</p> <p>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.</p> <p>The principal 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.</p> <p>The following rejection codes are included in the report:</p> <p>MRE01026      Reading breached the lower Outer tolerance.</p> <p>MRE01027      Reading breached the Upper Outer tolerance.</p> <p>MRE01028      Reading breached the lower Inner tolerance value and no override flag provided.</p> <p>MRE01029      Reading breached the upper Inner tolerance value and no override flag provided.</p> <p>MRE01030      Override tolerance passed and override flag provided</p>
<p>Relevant UNC obligations and performance standards</p>	<p>Obligation on Shippers and on the CDSP to undertake meter read validation (TPD M5.3)</p>

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	<b>No Reads received for 1, 2, 3 or 4 years (excludes estimated transfer readings)</b>
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 TPD 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 %

Report Title	<b>AQ Corrections</b>
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. (TPD G2.3.20)
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Report Example:

<b>Shipper use of AQ Correction</b>				
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	<b>Standard Correction Factors for sites with AQ &gt; 732, MWH</b>
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 <b>all sites</b> 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	<b>Replaced Meter Reads</b>
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 (TPD M5.16)

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 – <b>Percentage Portfolio Calculated in month</b>
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 TPD 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 – <b>Percentage Portfolio Increased in month</b>
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 TPD G1.6. Requirements for regular meter readings (see report 6 above). Facility to request a change in the Annual Quantity (TPD 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 – <b>Percentage Portfolio Decreased in month</b>
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 TPD G1.6. Requirements for regular meter readings (see report 6 above). Facility to request a change in the Annual Quantity (TPD 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	%	%	%	%	%	%	%	%	%

Report title	Annual Quantity Reports – <b>Age of AQ by Percentage of Portfolio</b>
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 <b>last 1, 4, 12, 24, 36 and &gt;36 months</b>
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 TPD G1.6. Requirements for regular meter readings (see report 6 above). Facility to request a change in the Annual Quantity (TPD G1.6.20)

Report Example:

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

Report title	Annual Quantity Reports – <b>Total Percentage of Portfolio Calculated by Month</b>
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 <b>in each of the last 12 months</b>
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 TPD G1.6. Requirements for regular meter readings (see report 6 above). Facility to request a change in the Annual Quantity (TPD 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 – <b>Total Percentage of Portfolio Increased by Month</b>
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 <b>increase in each of the last 12 months</b>
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 TPD G1.6. Requirements for regular meter readings (see report 6 above). Facility to request a change in the Annual Quantity (TPD 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 – <b>Total Percentage of Portfolio Decreased by Month</b>
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 <b>decrease in each of the last 12 months</b>
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 TPD G1.6. Requirements for regular meter readings (see report 6 above). Facility to request a change in the Annual Quantity (TPD 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 – <b>Failure to Calculate by Reason Code</b>
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 <b>in each of the last 12 months</b>
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 TPD G1.6. Requirements for regular meter readings (see report 6 above). Facility to request a change in the Annual Quantity (TPD 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	<b>NDM Sample Data</b>
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 (TPD 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 YYYYMMDD	<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	YYYYMMDD	Y/N	x%	Y/N	Monthly	Y/N
Shipper C	YYYYMMDD	Y/N	x%	Y/N	Monthly	Y/N

Report title	Monitoring of winter read provision and associated obligations – <b>First window report</b>
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 – <b>Second window report</b>
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 30 <sup>th</sup> April each year. Report only on meter points in End User Categories 03 to 09.
Frequency of report	Issued by 10 <sup>th</sup> 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 – <b>Missing Winter Consumption report</b>
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 1 <sup>st</sup> 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 – <b>Missing Winter Consumption correction report</b>
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 30 <sup>th</sup> 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	<b>Sites above the Class 1 threshold which are not in Class 1</b>
Report Reference	PARR Schedule 2B.14a
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)	<p>Monthly non-cumulative report</p> <p>Current Product Class (separated as PC4, PC3 &amp; PC2)</p> <p>Shipper (containing shipper shortcode)</p> <p>Count of Supply Points above Class 1 threshold – CLASS 1 CRITERIA MET (incl. separate table for CLASS 1 CRITERIA NOT YET MET)</p> <p>Total AQ (GWh) of Supply Points above Class 1 threshold – CLASS 1 CRITERIA MET (incl. separate table for CLASS 1 CRITERIA NOT YET MET)</p> <p>Industry Totals (i.e. Product Class 4, 3 &amp; 2 Total and Grand Total)</p>
Data inputs to the report	<p>MPRN</p> <p>Shipper Shortcode</p> <p>Product Class</p> <p>Rolling AQ</p> <p>Number of months/calculations since the AQ first crossed the threshold</p>
Number rounding convention	<p>Count of Supply Points: Whole numbers (right aligned)</p> <p>Total AQ: Displayed in GWh and rounded to 1 dp (right aligned)</p>
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly

<p>Rules governing treatment of data inputs (actual formula/specification to prepare the report)</p>	<p>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 TPD G2.3.15(b) (see below – Relevant UNC Obligations).</p> <p>Sites are counted from the month that the effective AQ first crossed the Class 1 threshold until they are re-confirmed as Class 1.</p> <p>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.</p> <p>The report is prepared as soon as possible after the end of the calendar month.</p>
<p>Frequency of the report</p>	<p>Monthly</p>
<p>Sort criteria (alphabetical ascending etc.)</p>	<p>Count of Supply Points / Total AQ of Supply Points (descending order using latest month, by class grouping)</p>
<p>History/background</p>	<p>Report introduced to support UNC Modification 0690 (change to Class 1 triggers).</p> <p>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.</p>
<p>Relevant UNC obligations and performance standards</p>	<p>As per UNC TPD G2.3.15(b), the requirement for a site to be converted to Class 1, where:</p> <ul style="list-style-type: none"> <li>(i) the last 3 AQ Calculation Months were qualifying AQ Calculation Months (including Month M);</li> <li>or</li> <li>(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.</li> </ul>

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
<b>4 Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
3	Shipper A	0	0	0	0	0
	Shipper C	0	0	0	0	0
	Shipper D	0	0	0	0	0
<b>3 Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
2	Shipper D	0	0	0	0	0
<b>2 Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

		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
<b>4 Total</b>		<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>
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
<b>3 Total</b>		<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>
2	Shipper D	000.0	000.0	000.0	000.0	000.0

<b>2 Total</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>
Grand Total	000.0	000.0	000.0	000.0	000.0

		Count of Supply Points above Class 1 threshold – CLASS 1 CRITERIA NOT YET 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
<b>4 Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
3	Shipper D	0	0	0	0	0
	Shipper A	0	0	0	0	0
<b>3 Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
2	Shipper D	0	0	0	0	0
<b>2 Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Grand Total		0	0	0	0	0

		Total AQ (GWh) of Supply Points above Class 1 threshold – CLASS 1 CRITERIA NOT YET 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
<b>4 Total</b>		<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>
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
<b>3 Total</b>		<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>
2	Shipper D	000.0	000.0	000.0	000.0	000.0
<b>2 Total</b>		<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>	<b>000.0</b>
Grand Total		000.0	000.0	000.0	000.0	000.0

Report Title	<b>Count of sites reclassified to Class 1 by the Shipper and CDSP</b>
Report Reference	PARR Schedule 2B.14b
Report Purpose	To compare Shipper performance in re-confirming sites to PC1 in line with the obligations in G2.3.15(b)
Expected Interpretation of the report results	The aim is to understand whether Shippers are meeting their obligations or whether the CDSP has had to convert sites due to lack of actions from the Shipper within 20 Supply Point System Business Days. The report should identify performance across all market participants.
Report Structure (actual report headings & description of each heading)	<p>Monthly non-cumulative report</p> <p>Shipper Short Code</p> <p>Product Class</p> <p>Count of supply points which the Shipper has moved to Class 1 during the month</p> <p>Count of supply points which the CDSP has moved to Class 1 during the month</p> <p>Industry Total</p>
Data inputs to the report	<p>SSC</p> <p>Product Class</p> <p>Count of sites converted by the Shipper and the CDSP (reported separately)</p>
Number rounding convention	Whole numbers
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 counted if they became live as Class 1 on any date in the calendar month.
Frequency of the report	Monthly

Sort criteria (alphabetical ascending etc.)	Count of Supply Points reclassified by CDSP (descending order using latest month)
History/background	<p>Report introduced to support UNC Modification 0690 (change to Class 1 triggers).</p> <p>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 May 2021 meeting.</p>
Relevant UNC obligations and performance standards	<p>TPD G2.2.9</p> <p>After a Supply Point has met the Class 1 criteria set out in TPD G2.3.15(b) and provided Datalogging equipment has been installed at the site for at least 2 months, the registered shipper has 20 business days to reclassify the site to Class 1 before the CDSP steps in.</p>

Report Example:

Count of sites reclassified to Class 1 by the Shipper and CDSP							Etc for 12 months
	Month x		Month x +1		Month x +2		
Reclassified by	Shipper	CDSP	Shipper	CDSP	Shipper	CDSP	
Shipper A	0	0	0	0	0	0	
Shipper B	0	0	0	0	0	0	
Shipper C	0	0	0	0	0	0	
etc	0	0	0	0	0	0	
Total	0	0	0	0	0	0	

Report Title	<b>Class 4 read submission performance as a percentage of portfolio AQ</b>
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 this document (the “PAFD”).
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)	<p>Monthly non-cumulative report</p> <p>Shipper Shortcode</p> <p>Separated by AQ banding and by Meter Read Frequency/equipment type</p> <p>Percentage of portfolio AQ without a meter reading for the required duration (either one month or 12 months)</p> <p>Industry Average</p>
Data inputs to the report	<p>SSC</p> <p>Annual Quantity</p> <p>Equipment type and status (whether a Smart/advanced meter is “operational” as defined in UNC)</p> <p>Meter reading history</p>
Number rounding convention	Percentage to one decimal place
History (e.g. report builds month on month)	A Rolling 12 month view, provided monthly

<p>Rules governing treatment of data inputs (actual formula/specification to prepare the report)</p>	<p>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.</p> <p>NTS sites are excluded, IGT sites are included.</p> <p>Performance targets are:</p> <p>a) Percentage monthly read AQ for sites <math>\geq 293,000</math> - Class 4 sites with an AQ <math>&gt; 293,000</math> kWh will need to submit a Meter Reading <b>within a 1 month window for 90%</b> of their Shipper AQ Portfolio.</p> <p>b) Percentage monthly read AQ for sites <math>&lt; 293,000</math> with SMART/AMR - Class 4 sites with an AQ <math>&lt; 293,000</math> 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 <b>within a 1 month window for 90%</b> of their Shipper AQ Portfolio.</p> <p>c) Percentage annually read AQ for sites <math>&lt; 293,000</math> with no SMART/AMR - Class 4 sites with an AQ <math>&lt; 293,000</math> kWh 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 <b>within a 12 month window for 90%</b> of their Shipper AQ Portfolio.</p> <p>These performance targets are based on the prevailing UNC TPD Section M obligations at the time of preparation of the Final Modification Report for UNC 0672S and are set out in that FMR. These targets can be updated via a change to this document through its prevailing governance arrangements.</p> <p>The report is prepared as soon as possible after the end of the calendar month</p>
<p>Frequency of the report</p>	<p>Monthly</p>
<p>Sort criteria (alphabetical ascending etc.)</p>	<p>Shipper Short code alphabetically</p>
<p>History/background</p>	<p>Requirement introduced to support UNC Modification 0672S obligations</p>

Relevant UNC obligations and performance standards	<p>The relevant targets are defined as:</p> <p>Product Class 4: Monthly Read – 90% (TPD M5.9.7)</p> <p>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 (TPD M5.9.1 (d) )</p> <p>Shipper obligation provide at least one read per annum into settlement (TPD M.5.9.9)</p> <p>Inclusion of the relevant targets in the PARR is set out in TPD Section M5.9.18. of the UNC.</p>
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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.

Report Title	<b>Breakdown of AQ overdue for a Meter Reading</b>
Report Reference	PARR Schedule 2B.16
Report Purpose	To compare Shipper performance in managing their valid meter reading submission for LDZ supply points against targets set out in UNC with a particular focus on the AQ of overdue sites (as opposed to count of sites in other reports in this suite).
Expected Interpretation of the report results	The aim is to understand whether required UNC minimum standards are being met and whether sites with larger AQs are being well-managed to minimise industry risk due to out-of-date AQs or lack of meter point reconciliation. The report should identify performance across all market participants
Report Structure (actual report headings & description of each heading)	Monthly non-cumulative report Shipper Shortcode Split by six categories (based on Class and/or AQ/type of equipment) Total of portfolio AQ without a meter reading for the required duration (either three month or 15 months) Industry Totals
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	Total AQ in GWh (i.e. millions of kWh)
History (e.g. report builds month on month)	Current month and prior month

<p>Rules governing treatment of data inputs (actual formula/specification to prepare the report)</p>	<p>NTS sites are excluded, IGT sites are included.</p> <p>Performance targets are:</p> <ul style="list-style-type: none"> <li>a) Class 1 sites are counted as overdue if they have not loaded an actual read into Settlement for over <b>three months</b></li> <li>b) Class 2 sites are counted as overdue if they have not loaded an actual read into Settlement for over <b>three months</b></li> <li>c) Class 3 sites are counted as overdue if they have not loaded an actual read into Settlement for over <b>three months</b></li> <li>d) Class 4 sites with an AQ &gt;293,000 kWh are counted as overdue if they have not loaded an actual read into Settlement for over <b>three months</b></li> <li>e) Class 4 sites with an AQ &lt;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 are counted as overdue if they have not loaded an actual read into Settlement for over <b>three months</b></li> <li>f) Class 4 sites with an AQ &lt;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 are counted as overdue if they have not loaded an actual read into Settlement for over <b>fifteen (15) months</b></li> </ul> <p>These targets can be updated via a change to this PARR document through its prevailing governance arrangements.</p>
<p>Frequency of the report</p>	<p>Monthly</p>
<p>Sort criteria (alphabetical ascending etc.)</p>	<p>In descending order of total overdue AQ</p>

History/background	Report introduced by the UIG Task Force to target Shippers with large unread portfolios. Report was provided regularly to Performance Assurance Committee using separate anonymisation and presented an overdue picture across all six categories.
Relevant UNC obligations and performance standards	<p>The relevant targets are defined as:</p> <p>Product Class 1: DMSP provided reads – 100% by 11:00 on D+1 (TPD M5.6.1)</p> <p>Product Class 2: DM Shipper provided reads – 97.5% by D+5 (TPD M5.7.4)</p> <p>Product Class 3: Provided within 10 days – 90% of required reads each month (TPD M5.8.5)</p> <p>Product Class 4: Monthly Read – 90% (TPD M5.9.7)</p> <p>Shipper obligation provide at least one read per annum into settlement TPD M.5.9</p>
Additional information	

Report Example:

GWh	Month X							Month X-1 (Prior Month)						
	Class 1	Class 2	Class 3	Class 4 >293k	Class 4 Smart/AMR	Class 4 Small Non-Smart	Total	Class 1	Class 2	Class 3	Class 4 >293k	Class 4 Smart/AMR	Class 4 Small Non-Smart	Total
A			450		3,500	4,500	8,450	-	-	405	-	3,150	4,500	8,055
B		250		4,000			4,250	-	225	-	3,600	-		3,825
C	160		600	2,500			3,260	144	-	540	2,250	-		2,934
D	20	100	700			1,000	1,820	18	90	630	-	-	1,000	1,738
etc														
TOTAL	1,000	500,000	2,000	15,000	21,000	18,000	557,000	900	450,000	1,800	13,500	18,900	16,200	501,300

Report Title	<b>Confirmed Energy Theft Notification submissions and Objection instances</b>
Report Reference	PARR Schedule 2B.17
Report Purpose	To provide a view of where Shippers have objected to Confirmed Energy Theft Notifications being updated in settlement.  <i>For the avoidance of doubt a Confirmed Energy Theft Notification includes a Confirmed Energy Theft Claim and a Confirmed Energy Theft Withdrawal.</i>
Expected Interpretation of the report results	To understand to what extent Suppliers' Confirmed Energy Theft Notifications are objected to and therefore not reflected within settlement, by comparing across Shippers and against the industry totals
Report Structure (actual report headings & description of each heading)	Month Shipper Short Code Count of Confirmed Energy Theft Objection instances Sum of Confirmed Energy Theft Objections energy values (kWh) % of Confirmed Energy Theft Claims objected to % of energy within the Confirmed Energy Theft Claims objected to Count of Confirmed Energy Theft Withdrawal Objection instances Sum of Confirmed Energy Theft Withdrawal energy objected from withdrawal (kWh) % of Theft Withdrawals objected to % of theft energy for withdrawal objected to
Data inputs to the report	Shipper Short Code Count of Confirmed Energy Theft Objection instances Sum of Confirmed Energy Theft Notification (Claim and Withdrawal) objection energy values (kWh)
Number rounding convention	Whole numbers and values.  Percentages will be to 1 decimal place e.g., 29.1%.

History (e.g., report builds month on month)	Rolling 12 months, building from month 1 (first month only one month produced).
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	<p>The report will include the values and figures based on the Confirmed Energy Theft Notifications and Objections received within the month they are being recorded against.</p> <p>The report is prepared 15 Supply Point System Business Days (SPSBDs) after the end of the calendar month.</p>
Frequency of the report	Monthly (M+15 SPSBDs)
Sort criteria (alphabetical ascending etc.)	Shipper short code alphabetically
History/background	Relevant issues identified in Joint Theft Reporting Review Group (UNC 0677R) and addressed in UNC Modification 0734S.
Relevant UNC obligations and performance standards	UNC TPD, Section V – General, Clause 14 – Theft of Gas

<sup>1</sup>Example report 1 – Confirmed Energy Theft Claim objections\*

	Month x				Month x +1
Shipper Short code	Count of Confirmed Energy Theft Claim objections <sup>1</sup>	Total energy value objected to for the Confirmed Energy Theft Claims	% of Confirmed Energy Theft Claims objected to	% energy value objected to for the Confirmed Energy Theft	
ABC	X	X	%	%	
DEF	X	X	%	%	
Etc	X	X	%	%	
Industry Totals	X	X	%	%	

\*For the avoidance of doubt, Confirmed Energy Theft Objections are raised by the Shipper and the only reason specified within the Modification allowing an objection is instances of manifest error.

<sup>1</sup>For the avoidance of doubt, a Shipper can object at a Supply Meter Point (SMP) level to a Confirmed Energy Theft Claim or a Confirmed Energy Theft Withdrawal within 15 Supply Point System Business Days (SPSBDs) of receipt of the notification from the CDSP. The grounds for a Shipper to object are limited to instances of manifest error. Based on this, the reason for the objection to a Claim or Withdrawal will always be manifest error.

<sup>1</sup>Example report 2 – Confirmed Energy Theft Withdrawal objections\*

	Month x				Month x +1
Shipper Short code	Count of Confirmed Energy Theft Withdrawal objections	Total energy value objected to for the Confirmed Energy Theft Withdrawal	% of Confirmed Energy Theft Withdrawals objected to	% energy value objected to for the Confirmed Energy Theft Withdrawal	
Shipper A	X	X	%	%	
Shipper B	X	X	%	%	
Etc	X	X	%	%	
Industry Totals	X	X	%	%	

Report Title	<b>Sites converted from PC 2/3 to PC4 by the CDSP due to low read submission levels at individual supply points</b>
Report Reference	PARR Schedule 2B.18
Report Purpose	<p>To compare performance for each Shipper in managing their valid meter reading submission for Class 2 and 3 supply points against the minimum submission at supply point level (not against the UNC portfolio level targets), by reporting on the number of sites which the CDSP has converted to Class 4, following failure to meet the minimum requirements at levels over the Performance Period:</p> <p>i) as a count of Supply Points</p> <p>ii) as a percentage of the Shipper's Supply Points in that Class</p> <p>ii) as an aggregate Rolling AQ.</p>
Expected Interpretation of the report results	<p>The aim is to understand whether required UNC minimum standards are being met.</p> <p>The report should identify performance across all market participants</p>
Report Structure (actual report headings & description of each heading)	<p>Monthly non-cumulative report</p> <p>Shipper Short Code</p> <p>Product Class</p> <p>Count of supply points for which the CDSP has moved to Class 4 during the month</p> <p>Percentage of the Shipper's Supply Points in that Class that have been moved each month (as a percentage of their position at the start of the performance month)</p> <p>Aggregate Rolling AQ of the Shipper's Supply Points in that Class that have been moved each month</p> <p>Industry Totals</p>

Data inputs to the report	SSC Product Class Count of sites converted by the CDSP Rolling AQ of the Shipper's Supply Points in that Class that have been moved Total count of the Shipper's Supply Points in that Class at the start of the month Excludes Class changes initiated by the Shipper
Number rounding convention	Whole numbers Percentage figures to 1 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 counted if they became live as Class 4 on any date in the calendar month. Sites are excluded if the Shipper initiated the Class change, or if the Class change was due to a change of Shipper 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 Shortcode alphabetically
History/background	Requirement introduced to support UNC Modification 0664VVS obligations
Relevant UNC obligations and performance standards	UNC TPD, Section M5.17

**Example Reports:**

Count of Supply Points converted from <b>Class 2</b> to Class 4 by the CDSP due to low read submission (in accordance with UNC obligations TPD M5.17)							
Class 2	Month x		Month x + 1		Month x + 2		Etc
	Count	AQ	Count	AQ	Count	AQ	
Shipper A	0	0	0	0	0	0	0
Shipper B	0	0	0	0	0	0	0

Etc							
Total	0	0	0	0	0	0	0

Percentage of Shipper's Supply Points in **Class 2** converted to Class 4 by the CDSP due to low read submission (in accordance with UNC obligations TPD M5.17)

Class 2	Month x	Month x + 1	Month x + 2	Month x + 3	Month x + 4	Month x + 5	Etc
Shipper A	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Shipper B	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Etc							
Industry Performance	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Count of Supply Points converted from **Class 3** to Class 4 by the CDSP due to low read submission (in accordance with UNC obligations TPD M5.17)

Class 3	Month x		Month x + 1		Month x + 2		Etc
	Count	AQ	Count	AQ	Count	AQ	
Shipper A	0	0	0	0	0	0	0
Shipper B	0	0	0	0	0	0	0
Etc							
Total	0	0	0	0	0	0	0

Percentage of Shipper's Supply Points in **Class 3** converted to Class 4 by the CDSP due to low read submission (in accordance with UNC obligations TPD M5.17)

Class 3	Month x	Month x + 1	Month x + 2	Month x + 3	Month x + 4	Month x + 5	Etc
Shipper A	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Shipper B	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Etc							
Industry Performance	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Report Title	<b>Class 2 and 3 Individual Read Performance against the Minimum Percentage</b>
Report Reference	PARR Schedule 2B.19
Report Purpose	<p>To compare Shipper performance in managing their valid meter reading submission for Class 2 and 3 supply points against the Minimum Percentage Requirement at supply point level (not against the UNC portfolio level targets), by reporting on the proportion of the portfolio achieving the applicable Minimum Percentage Requirement, plus the count and aggregate Rolling AQ of the Supply Points that have not achieved the Minimum Percentage Requirement.</p> <p>(Note that the Minimum Percentage Requirement was set at 25% initially but following a review at July 2024 PAC, it has increased to <b>50%</b> from 1 October 2024 until further notice. (This threshold is subject to review by PAC no later than August 31st each year and therefore may change from time to time)</p>
Expected Interpretation of the report results	<p>The aim is to understand whether required UNC minimum standards are being met, and quantify the likely risk to Settlement of Supply Points which are falling below the standard.</p> <p>The report should identify performance across all market participants.</p>
Report Structure (actual report headings & description of each heading)	<p>Monthly non-cumulative report</p> <p>Shipper Shortcode</p> <p>Product Class</p> <p>Percentage of the Shipper's portfolio which met the Minimum Percentage Requirement each month of the report period</p> <p>Industry Performance Percentage</p> <p>Count and aggregate Rolling AQ of Supply Points which did not meet the Minimum Percentage Requirement each month of the report period</p>

Data inputs to the report	SSC Product Class Individual meter point read performance (percentage of days for which reads were accepted for the month) Rolling AQ Minimum Percentage Requirement
Number rounding convention	Percentages to one decimal place Whole numbers of Supply Points Aggregate Rolling AQ in whole numbers (kWh)
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 Shipper transfer or Class change (whether initiated by the Shipper or the CDSP) in the month.  The report is prepared at least 10 days after the end of the calendar month, and is therefore reported 2 months in arrears.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Shipper Shortcode alphabetically
History/background	Requirement introduced to support UNC Modification 0664VVS obligations
Relevant UNC obligations and performance standards	UNC TPD, Section M5.17

**Example Reports:**

Percentage of individual Supply Points where the Minimum Percentage Requirement of [x%] has been achieved by month							
<b>Class 2</b>	Month x	Month x + 1	Month x + 2	Month x + 3	Month x + 4	Month x + 5	Etc
Shipper A	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Shipper B	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Etc							
Industry Performance	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Percentage of individual Supply Points where the Minimum Percentage Requirement of [x%] has been achieved by month							
<b>Class 3</b>	Month x	Month x + 1	Month x + 2	Month x + 3	Month x + 4	Month x + 5	Etc
Shipper A	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Shipper B	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Etc							
Industry Performance	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Count and aggregate Rolling AQ of Supply Points where the Minimum Percentage Requirement of [x%] has not been achieved by month								
<b>Class 2</b>	Month		Month x+1		Month x+2		Etc	
	Count	AQ	Count	AQ	Count	AQ	Count	AQ
Shipper A	0	00,000	0	00,000	0	00,000	0	00,000
Shipper B	0	0	0	0	0	0	0	0
Etc								
Total	0	00,000	0	00,000	0	00,000	0	00,000

Count and aggregate Rolling AQ of Supply Points where the Minimum Percentage Requirement of [x%] has not been achieved by month

Class 3	Month		Month x+1		Month x+2		Etc	
	Count	AQ	Count	AQ	Count	AQ	Count	AQ
Shipper A	0	00,000	0	00,000	0	00,000	0	00,000
Shipper B	0	0	0	0	0	0	0	0
Etc								
Total	0	00,000	0	00,000	0	00,000	0	00,000

Report Title	<b>IGT must read process – use of Known Meter Issue flag</b>
Report Reference	PARR Schedule 2B.20
Report Purpose	The IGT must read process allows Shippers and IGTs to report where there is a known meter issue which is preventing a Valid Meter Read being provided and excludes the Supply Meter Point (SMP) from triggering a must read until the issue is resolved. The report shows the percentage of SMPs which would have triggered a must read but have been excluded due to a known issue in the previous month and the proportion of sites which have a known issue and an age breakdown of how long the known meter issue has been recorded.
Expected Interpretation of the report results	The report should help to identify any Shippers which have a disproportionate number of their sites flagged as having a known meter issue. Plus, the proportion of sites where must reads are being delayed from being triggered.
Report Structure (actual report headings & description of each heading)	Month Shipper Shortcode Count of IGT sites with a known meter issue in the month Percentage of each Shipper's IGT portfolio flagged with a known meter issue, where the must read has been paused, split into three age bands Industry Totals
Data inputs to the report	New IGT sites with known meter issues identified Date first set with a known meter issue Total IGT Shipper portfolio in scope of a must read (count of meter points which could trigger a must read)
Number rounding convention	Counts in whole numbers Percentages to 2 decimal places
History (e.g., report builds month on month)	Monthly report plus 11 previous months for comparison
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	Only IGT sites are considered. Month end position is only for sites remaining in the Shipper's portfolio at the end of the month.
Frequency of the report	Monthly

Sort criteria (alphabetical ascending etc.)	Shipper Shortcode Alphabetically
History/background	Report introduced to support implementation of IGT UNC Modification 159 – Amendments to the Must Read process
Relevant UNC obligations and performance standards	IGT UNC Part E, Clause 11 UNC Section M 5.10

Report Example:

IGT sites within a Shipper’s portfolio, with a known meter issue where the must read has been excluded (due to having a known meter issue)					
Shipper Short Code	Month x	Month x+1	Month x+2	etc	Month x + 11
ABC	x	x	x	x	x
DEF	x	x	x	x	x
Etc	x	x	x	x	x
Industry Totals	x	x	x	x	x

Proportion of IGT sites within a Shipper’s portfolio with a known meter issue where the must read has been excluded, by age (age from the point the known meter issue was notified)							
Shipper Short Code	Month			Month +1			Etc to Month 11
	0-6 M	6-11 M	>12 M	0-6 M	6-11 M	>12 M	
ABC	%	%	%	%	%	%	%
DEF	%	%	%	%	%	%	%
Etc	%	%	%	%	%	%	%
Industry Totals	%	%	%	%	%	%	%

Report Title	<b>Corrective Opening Meter Reading Rejections</b>
Report Reference	PARR Schedule 2B.21
Report Purpose	To provide a view where the Corrective Opening Meter Reading process has been initiated and where such Read has been rejected
Expected Interpretation of the report results	To understand to what extent the Shipper Agreed Read (SAR) has not been fulfilled and the Corrective Opening Read process must be utilised to ensure the accurate and agreed Meter Read is reflected in settlement.
Report Structure (actual report headings & description of each heading)	Month Shipper Shortcode Count of Corrective Opening Meter Readings received by the Proposing User where raised by the Withdrawing User Percentage of rejections raised against a Corrective Opening Meter Reading Percentage of rejections received for a Corrective Opening Meter Reading raised
Data inputs to the report	Total count of Corrective Opening Meter Readings Rejections raised for Corrective Opening Meter Readings Rejections received for Corrective Opening Meter Readings Shipper Shortcode
Number rounding convention	Whole numbers and values Percentages to 1 decimal place e.g. 29.1%.
History (e.g., report builds month on month)	Rolling 12 months, building from month 1 (first month only one month produced)
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	The report will include the values and figures based on the Corrective Opening Read process. The report is prepared 20 Supply Point System Business Days (SPSBDs) after the end of the calendar month.
Frequency of the report	Monthly (M+20 SPSBDs)
Sort criteria (alphabetical ascending etc.)	Peer Comparison Identifier Alphabetically

History/background	Report introduced to support implementation of UNC Modification 0811S Shipper Agreed Read (SAR) exceptions process
Relevant UNC obligations and performance standards	UNC Section M 5.13.17 to 5.13.21

**Example Reports:**

	Month x			Month x + 1
Shipper Shortcode	Count of Corrective Opening Meter Readings received as the Proposing User	% of rejections raised against a Corrective Opening Meter Reading	% of rejections received against a Corrective Opening Meter Reading raised	Etc
ABC	x	%	%	
DEF	x	%	%	
Etc	x	%	%	
Industry Totals	x	%	%	

Report Title	<b>Class 4 Vacant Sites</b>
Report Reference	PARR Schedule 2B.22
Report Purpose	Use of the Vacant indicator removes a meter point from the daily gas allocation process (including assignment of UIG). The report shows the number of Class 4 meter points which have been updated to Vacant in the previous month, the total number of Vacant sites and an age breakdown of how long those sites have been flagged as vacant.
Expected Interpretation of the report results	The report should help to identify any Shippers which have a disproportionate proportion of their Class 4 portfolio flagged as Vacant.
Report Structure (actual report headings & description of each heading)	Month Shipper Short Code Count of sites updated to Vacant in the month Count of Vacant sites at the end of the month Percentage of each Shipper's Class 4 portfolio flagged as Vacant split into three age bands Industry Totals and Overall Industry percentages
Data inputs to the report	New Vacant sites Total count of vacant sites Date first set to Vacant Total Shipper Class 4 portfolio (count of meter points)
Number rounding convention	Percentages to 2 decimal places Counts in whole numbers
History (e.g. report builds month on month)	Monthly report plus 11 previous months for comparison
Rules governing treatment of data inputs (actual formula/specification to prepare the report)	Only Class 4 sites are considered. All updates to Class 4 within the month are included. Month end position is only for sites remaining in the Shipper's portfolio at the end of the month.
Frequency of the report	Monthly
Sort criteria (alphabetical ascending etc.)	Shipper Shortcode Alphabetically

History/background	Report introduced to support implementation of UNC Modification 0819 (Establishing/Amending a Gas Vacant Site Process)
Relevant UNC obligations and performance standards	UNC Section G10

**Report Examples:**

Sites set to Vacant within the month					
Shipper Shortcode	Month x	Month x+1	Month x+2	etc	Month x + 11
ABC	x	x	x	x	x
DEF	x	x	x	x	x
Etc	x	x	x	x	x
Total	x	x	x	x	x

Count of Vacant Sites at the end of the month					
Shipper Shortcode	Month x	Month x+1	Month x+2	etc	Month x + 11
ABC	x	x	x	x	x
DEF	x	x	x	x	x
Etc	x	x	x	x	x
Total	x	x	x	x	x

Proportion of Vacant sites at the end of each Month							
Shipper Shortcode	Month			Month +1			Etc. to Month +11
	0-6 M	7-12 M	>12 M	0-6 M	7-12 M	>12 M	
ABC	%	%	%	%	%	%	
DEF	%	%	%	%	%	%	
Etc	%	%	%	%	%	%	
Overall Industry Percentage	%	%	%	%	%	%	