Section G: Change Pack

# G1: Communication Detail

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| Comm Reference: | 2808.2 - MT - PO |
| Comm Title: | XRN4941 - Auto Updates to Meter Read Frequency (MOD0692) - Detailed Design |
| Comm Date: | 12/04/2021 |

**G2: Change Representation**

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| Action Required: | For representation |
| Close Out Date: | 26/04/2021 |

# G3: Change Detail

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| Xoserve Reference Number:  | XRN4941 |
| Change Class: | Functional Processing |
| ChMC Constituency Impacted: | Shipper Class A; Shipper Class B; Shipper Class C  |
| Change Owner:  | Simon HarrisCustomer Change Service Development Specialistsimon.harris@xoserve.com 0121 229 2642 |
| Background and Context: | Please note that a Detailed Design Change Pack was issued out in April 2020 for the June 2021 release, it was then agreed that XRN4941 be moved out of scope of June 2021 and into the scope of November 2021 release. There is additional information contained within this Change Pack to reflect changes made to the Detailed Design since the Change Pack was last issued in April 2020.This change was raised in line with the development of Modification 0692S (Automatic updates to Meter Read Frequency) which grants the CDSP permission to update the Meter Read Frequency (MRF) for Product Class 4 Supply Meter Point’s (SMP) under the following circumstances: 1. Where a Supply Meter Point’s Annual Quantity value is amended to 293,000 kWh or above on the Supply Point Register and does not currently have a monthly Meter Read Frequency
2. Where a Supply Meter Point has an AMR device installed on the Supply Point Register and does not currently have a monthly Meter Read Frequency
3. Where a Supply Meter Point has an Operational Smart Meter installed/updated on the Supply Point Register and does not currently have a monthly Meter Read Frequency. How an Operational Smart Meter is determined is set out in section G5 Change Design Description.

In the above circumstances, the Meter Read Frequency of the Product Class 4 Supply Meter Points will be amended to monthly by the CDSP. Modification 0692S was approved in December 2019. An appeal was raised which Ofgem determined, in November 2020, did not meet the criteria and the original decision to implement the modification will stand, however as a result a dependence was agreed with XRN5142 (New Allowable Values for DCC Service Flag in DXI File From DCC), so that XRN4941is not implemented before XRN5142, more details below. |

# G4: Change Impact Assessment Dashboard (UK Link)

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| Functional: | Supply Point Administration (SPA), RGMA |
| Non-Functional: | None |
| Application: | SAP ISU |
| User(s): | Shippers; GTs; IGTs |
| Documentation: | DSC Service Line Amendment |
| Other: | None |

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| Files |
| File | Parent Record | Record | Data Attribute | Hierarchy or FormatAgreed |
| CNF | N/A | S42 | MRF\_TYPE\_CODE | Description updated |
| NOM | S48 | S48 | MRF\_TYPE\_CODE | Description updated |
| SPC | S34C38 | S34C38  | MRF\_TYPE\_CODE | Description updated |

# G5: Change Design Description

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| **OVERVIEW**Modification 0692S gives the CDSP the ability to amend a Meter Read Frequency for Product Class 4 Supply Meter Points to monthly where the current Meter Read Frequency is classed as ‘non-compliant’. A non-compliant Meter Read Frequency value for Product Class 4 Supply Meter Points is defined as having a non-monthly frequency AND has one or more of the following: 1. An Annual Quantity value of 293,000 kWh or above
2. An AMR device installed
3. An Operational Smart Meter installed

It is expected that a DSC Service Line will be introduced following the implementation of this change to detail this obligation. This will be discussed and presented at a future CoMC in accordance with DSC procedures. **Determination of an Operational SMART Meter Device** Operational Smart Meter means where a Meter Reading is capable of being able to be retrieved from the asset and made available to the Registered Supplier. For the avoidance of doubt the CDSP shall determine the Smart Meter as being Operational where:  * The DCC Flag recorded is ‘A’ – active within the Supply Point Register

Following discussion at DSG, on the 22nd February 2021 (meeting papers can be found [here](https://www.xoserve.com/calendar/dsc-delivery-sub-group-22nd-february-2021/)), the CDSP will only consider a DCC Service Flag of ‘A’ – active to determine an Operational Smart Meter. This is to reduce the risk of the CDSP amending a Supply Meter Point Meter Read Frequency to monthly where the Shipper is unable to carry out its obligations effectively due to the device, for a number of reasons, not being able to communicate effectively.**Notification of Meter Read Frequency Amendments**Please note that within Modification 0692S there is **no** obligation for the CDSP to:1. inform the Registered Shipper of a non-compliant Meter Read Frequency; or
2. provide the Registered Shipper time to amend the Meter Read Frequency before the CDSP intervenes; or
3. inform the Registered Shipper of the CDSP having taken any action with regards to the Meter Read Frequency update.

However, following a discussion at DSG, on the 4th November 2019 (meeting papers can be found [here](https://www.xoserve.com/calendar/dsc-delivery-sub-group-dsg-4th-november-2019/)), it was agreed that the CDSP will inform the Registered Shipper of any action taken by the CDSP to amend a Supply Meter Points’ Meter Read Frequency. This is so Shippers are aware of their revised obligations regarding read submission and billing rates for CFI charges (Customer Fixed Charge for Capacity billing). This notification will be issued out to the Registered Shipper via an unsolicited S03 record within your .SCR (Supply Meter Point Amendments Response) file (please note that if you have not sent any .SPC (Supply Meter Point Amendment Request) files for that day then the whole .SCR file will be unsolicited and will only contain S03 records pertaining to MRF amendments). Further details can be found later in this Change Pack.**Reversal of CDSP Meter Read Frequency Amendments**Modification 0692S explicitly states that if a Product Class 4 Supply Meter Point has its Meter Read Frequency amended to monthly by the CDSP, and a future activity occurs where it no longer requires the Meter Read Frequency to be set as monthly, the CDSP will **not** amend a Supply Meter Points Meter Read Frequency away from monthly. The Shipper will be required to amend the value, via standard SPA transactions, should they want the Meter Read Frequency amended. **XRN5142 New Allowable Values for DCC Service Flag in DXI File From DCC**XRN5142 has been raised to update the allowable values of the DCC Service Flag to help provide more accurate information in relation to the DCC flag and an assets ability to be communicating. As part of XRN5142, the DCC will also be assessing their portfolio and updating any Service Flags currently set within the Supply Point Register (‘A’ - Active, ‘S’ - Suspended or ‘W’ – Withdrawn) to the new value’s ‘A’ - Active, ‘I’ - Installed Not Commissioned or ‘N’ - Non-active, where appropriate. To prevent the CDSP updating any Supply Meter Point Meter Read Frequency to monthly based on the current logic of DCC Service Flag of ‘Active’, which could later be updated to ‘I’ Installed Not Commissioned or ‘N’ Non-active, XRN4941 will be not be implemented prior to XRN5142 (including the updates to the DCC current portfolio).XRN5142 is also in scope of the November 21 Major Release, details of which can be found [here](https://www.xoserve.com/change/change-proposals/xrn-5142-new-allowable-values-for-dcc-service-flag-in-dxi-file-from-dcc/). For clarification, if XRN5142, and the associated SEC change (MP077) is to be delayed, then XRN4941 will also be delayed as a result.**ENDURING PROCESS**This change will introduce triggers within CDSP systems from several processes for Product Class 4 Supply Meter Points to review and subsequently update the Meter Read Frequency to monthly. These triggers are internal to the CDSP Systems and will be generated where one of the following occurs on a Product Class 4 Supply Meter Point:1. Annual Quantity value is revised (via Rolling AQ, AQ Correction or Seasonal Normal Review processes) to 293,000 kWh or higher
2. An AMR device is installed
3. An Operational Smart Meter is installed/updated (the DCC Service flag is set/updated as ‘A’ – Active)

**Annual Quantity**When an AQ value is revised within the Supply Point Register, through the Rolling AQ, AQ Correction process/tool or the Seasonal Normal Review process, a check will be made if the revised AQ of the site is equal to or greater than 293,000 kWh. If so, and the Supply Meter Point is a Product Class 4 and has a non-monthly Meter Read Frequency, the CDSP will update the Meter Read Frequency value to monthly as soon as possible following the Effective Date of the revised AQ.**RGMA Transactions**Where an RGMA transaction is successfully processed in the Supply Point Register for the installation of an AMR Device, and the Supply Meter Point is within Product Class 4 and has a non-compliant Meter Read Frequency then the CDSP will update the Meter Read Frequency value to monthly immediately (i.e. the day the RGMA transaction was processed, not the Device Update Effective Date, as this can be an historical date).**DCC Service Flag**Where the DCC Service Flag is successfully set or updated to ‘A’ - Active via the .DXI (DCC Status Update) file, received from the DCC, in the Supply Point Register on any Product Class 4 Supply Meter Point that has a non-compliant Meter Read Frequency then the CDSP will update the Meter Read Frequency value to monthly as soon as possible following the processing of the successful DXI update. For the avoidance of doubt, the DCC identifies which Service Flag is applicable to each Supply Meter Point. The CDSP does not apply any validation logic (except to validate that the allowable value in line with the file format) to the Service Flag. **Unsolicited SCR (Supply Meter Point Amendments Response) File / unsolicited record within the SCR file**An unsolicited .SCR file or where a file is already being issued for BAU processes, an unsolicited record within the .SCR file will be issued to the Registered Shipper informing them of a CDSP amendment to the Meter Read Frequency. Where an unsolicited .SCR file is issued, it will conform to the standard population for BAU .SCR file containing the S03 segment (file will also include standard A00 and Z99 segments). The mandatory data item [OUTCOME\_CODE] will be defaulted to ‘AC’ value and the optional [NOMINATION\_SHIPPER\_REFERENCE] will be BLANK as no inbound file will have been provided to draw the data from. All other data items shall be populated where available. **Shipper Transfer Scenario**Please be aware that if a Shipper Transfer/Re-Confirmation is due to go live on D (D being the Confirmation Effective Date) and the CDSP is to update the Supply Meter Point’s Meter Read Frequency to Monthly at either D-2, D-1 or D, the .TRF (Transfer of Ownership) file issued at D-2 to the Incoming Shipper will not contain the revised Meter Read Frequency value and therefore the value live on the Supply Meter Point will not be as expected. However, as part of the Confirmation Process the CDSP will notify the Incoming Shipper of the revised Meter Read Frequency value that has been updated by the CDSP on D. This is again done via either an unsolicited S03 record within your standard .SCR (Supply Meter Point Amendments Response) file, or in an unsolicited .SCR file if no .SPC (Supply Meter Point Amendment Request) files have been sent by the Incoming Shipper on the processing day.**Must Read Process**For the avoidance of doubt, any Product Class 4 Supply Meter Points that have their Meter Read Frequency updated to monthly by the CDSP and have not had a Valid Read accepted with a Read Date within the preceding 4 months falls into the Must Read process. However, following the implementation of XRN5036 - Updates to must read process (details of the change can be found [here](https://www.xoserve.com/change/change-proposals/xrn-5036-updates-to-must-read-process/)), Must Read Contacts, in CMS, are not generated for DN’s where the site meets one of the following criteria1. A mechanism code of NS, S1 or S2
2. An AMR device indicator
3. An DCC Service Flag of ‘active’

Pre notes remain unchanged and are still issued to Shippers when the Product Class 4 Supply Meter Points meets the Must Read criteria. IGT’s were not included in the change (XRN5036) and therefore Must Read Contacts, in CMS, will be generated for all sites where there has not been a Valid Read submitted within the preceding 4 months on Supply Meter Points with a monthly MRF.**UPDATE OF EXISTING NON-COMPLIANT SUPPLY METER POINTS**As the code changes needed for the enduring solution to allow the CDSP to enforce the Modification rules will be applicable only post implementation, there will be existing Product Class 4 Supply Meter Points where the Meter Read Frequency will remain non-compliant. A cut-over activity will be carried out to identify all current Product Class 4 Supply Meter Points that are non-compliant (at the point of deployment) and update the Meter Read Frequency to monthly. The Product Class 4 Supply Meter Points to be considered for an amendment to the Meter Read Frequency will be ones that meet any of the following criteria and has a non-monthly Meter Read Frequency:1. Where a Supply Meter Point’s Annual Quantity value is 293,000 kWh or above
2. Where a Supply Meter Point has an AMR device installed
3. Where a Supply Meter Point has an Operational Smart Meter installed (the DCC Service Flag is ‘A’ – Active)

Where the CDSP has made an amendment to the Meter Read Frequency for the above Product Class 4 Supply Meter Points, as with the enduring solution, the CDSP will notify the Incoming Shipper of the revised Meter Read Frequency via either an unsolicited S03 record within your standard .SCR (Supply Meter Point Amendments Response) file, or in an unsolicited .SCR file if no .SPC (Supply Meter Point Amendment Request) files have been sent by the Incoming Shipper on the processing day.For the avoidance of doubt, any Product Class 4 Supply Meter Points that have their Meter Read Frequency updated to monthly by the CDSP as part of this activity and have not had a Valid Read accepted with a Read Date within the preceding 4 months will immediately fail into the Must Read process as outlined above. **Shipper Transfer Scenario**If a Shipper Transfer/Re-Confirmation has been accepted with a confirmation effective date after this cut-over activity has taken place and has a non-monthly Meter Read Frequency the CDSP will not amend the Meter Read Frequency until the Transfer/Re-confirmation has gone live, as set out in the enduring process. **NEW VALIDATIONS FOR SUPPLY POINT ADMINISTRATION****Existing Process:**Currently, if a Shipper (via SPA transactions SPC, NOM & CNF) attempts to update the Meter Read Frequency on Product Class 4 Supply Meter Points to non-monthly and the Annual Quantity is equal to or greater than 293,000 kWh, then the transaction will be rejected back to the submitting Shipper with rejection code of MRF00013 *(Requested Meter Reading Frequency is below minimum acceptable for the AQ of the Supply Point)* as it’s Meter Read Frequency is required to be monthly. This validation aligns to part of the rules being introduced as part of Modification 0692S however does not cover them all.**Amended Process:**As discussed, and recommended in DSG on the 4th November 2019 (meeting papers can be found [here](https://www.xoserve.com/calendar/dsc-delivery-sub-group-dsg-4th-november-2019/)), new validations are to be introduced as part of this change to the following Supply Point Administration processes: SPC (Supply Meter Point Amendment), NOM (Nomination Request) & CNF (Confirmation Request). These changes will check if the requested Meter Read Frequency is compliant with all the rules set out as part of the Modification and if not, reject this back to the submitting Shipper. Please note that these additional validations will subsidise the existing validation in relation to AQ values outlined above (Existing Process).As a result, if the Shipper attempts to update the Meter Read Frequency to non-monthly for a Product Class 4 Supply Meter Points where there is either an Operational Smart Meter present or an AMR device present, the non-compliant transaction will be rejected back to the submitting Shipper utilising the existing rejection code of MRF00012 (Meter Reading Frequency is not acceptable for the Meter Point).For completeness, the following highlights the approach taken for all effected SPA transactions.**SPC:** Any inbound .SPC files will be subject to validation checks to ensure that the requested Meter Read Frequency contained within either the S34 (Meter Read Frequency and Batch Frequency Change Request) or C38 (Class Change) record segments conform to the new rules, and if not, the CDSP will reject the record using the existing rejection code MRF00012 (*Meter Reading Frequency is not acceptable for the Meter Point)*. **NOM:** Any inbound .NOM files will be subject to validation checks to ensure that the requested Meter Read Frequency contained within the S48 (SMP Nomination Request) record segment conform to the new rules, and if not, the CDSP will reject the record using the existing rejection code of MRF00012 (*Meter Reading Frequency is not acceptable for the Meter Point*). **CNF:** Any inbound .CNF files will be subject to validation checks to ensure that the requested Meter Read Frequency contained within either the S42 (SSP Confirmation) or S38 (LSP Confirmation) record segments conform to the new rules, and if not, the CDSP will reject the record using the existing rejection code of MRF00012 (*Meter Reading Frequency is not acceptable for the Meter Point*). Please note that for LSP Confirmations, the Meter Read Frequency value is provided in the Nomination Request (S48 record), so if any changes occur between the .NOM being processed and the .CNF being processed, the .CNF may be rejected if the requested Meter Read Frequency is subsequently deemed as non-compliant post the progression of the .NOM request. For the avoidance of doubt, no structural/functional changes are being made to the inbound or outbound file formats in relating to the above validation amendments due to the utilisation of an existing rejection code and reason.**Updated Context for records containing the Meter Read Frequency field** The context, within the description columns, contained within the C38, S34, S42 and S48 records, will be, as part of this change, updated to provide additional guidance for when a Meter Read Frequency for Product Class 4 Supply Meter Points should be set as monthly, in line with the details set out within this change pack. The proposed amended record file formats have been attached for review and we will be seeking approval of theses accordingly. The File Formats, once approved, will be set to live in accordance with the implementation date of XRN4941.* [**C38 CLASS CHANGE V3FA**](https://umbraco.xoserve.com/media/41970/c38-class-change-v3fa.pdf)
* [**S34 MRF AND BATCH FREQ CHANGE REQUEST V5FA**](https://umbraco.xoserve.com/media/41971/s34-mrf-and-batch-freq-change-request-v5fa.pdf)
* [**S42 SSP CONFIRMATION V6FA**](https://umbraco.xoserve.com/media/41972/s42-ssp-confirmation-v6fa.pdf)
* [**S48 SMP CONFIRMATION REQ V5FA**](https://umbraco.xoserve.com/media/41973/s48-smp-nomination-req-v5fa.pdf)

**ADDITIONAL INFORMATION****.NRL File (MRF\_NON\_COMPLIANCE):**For the avoidance of doubt, no changes are being made to the population of the MRF\_NON\_COMPLIANCE data item within the .NRL file that is issued out to Shippers. The .NRL file is issued informing Shippers of AQ value changes and this will remain BAU following implementation of this change. This is because the Annual Quantity trigger is not the only way a Meter Read Frequency can become non-compliant in accordance with the Modification, and the .NRL file solely relates to the Annual Quantity process and should not be sent for other system processes that require a MRF amendment (RGMA, SPA etc).**Potential disparity within the .NRL File:**For clarification, the MRF\_NON\_COMPLIANCE data item is set/populated within UK Link when the AQ is calculated (12th of the month). This data item is then sent within the .NRL file (T97 record) to the Registered Shipper at M-7. If the Meter Read Frequency has been amended after the population of the MRF\_NON\_COMPLIANCE data item but before the .NRL file is issued, then the MRF\_TYPE\_CODE (referenced within the T04 Record/.NRL File) will be the newly updated Meter Read Frequency, not the one that determined the population of the MRF\_NON\_COMPLIANCE data item. This means there may be a disparity between the MRF\_NON\_COMPLIANCE data item (within the T97 record) and the MRF\_TYPE\_CODE (within the T04 record) referenced in the .NRL file, leading to the MRF\_NON\_COMPLIANCE data item not being relevant for that Supply Meter Point. This has been highlighted for awareness as this is current functionality and will not be amended as part of this change. |

# G6: Associated Changes

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| Associated Change(s) and Title(s): | XRN5142 - New Allowable Values for DCC Service Flag in DXI File From DCC |

# G7: DSG

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| Target DSG discussion date: | 26th April 2021 |
| Any further information: | To discuss any comments provided from the Detailed Design Change Pack representations |

# G8: Implementation

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| Target Release: | November 2021 |
| Status: | Approved |

Please see the following page for representation comments template; responses to uklink@xoserve.com

Section H: Representation Response

H1: Change Representation

(To be completed by User and returned for response)

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| --- | --- | --- |
| User Contact Details: | Organisation: | EDF |
| Name: | Eleanor Laurence |
| Email: | Eleanor.Laurence@edfenergy.com |
| Telephone: | 07875117771 |
| Representation Status: | N/A |
| Representation Publication: | Publish |
| Representation Comments: | If we are gaining the supply as monthly MRF and the previous supplier has MRF of M – if the site has not been read for 4 months, will this site fall straight into the Must Read pot for us or will the clock reset at COS?We disagree with the principal of rejecting a change of supplier request due to ‘Meter Reading Frequency is not acceptable for the Meter Point’ – where we are unable to validate whether a DCC flag if A is set at the outset of the confirmation and we are not obligated to use API calls pre sending the CNF. We therefore believe that validation at change of shipper should be removed in it’s entirety as any rejections caused by this could result in a delay to customer switching. |
| Confirm Target Release Date? | N/A | «h1\_userDataAlternative» |

# H1: Xoserve’ s Response

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| Xoserve Response to Organisations Comments: | Thank you for your response to the Detail Design Change Pack for XRN4941, your representation has been noted and will be presented at the Extraordinary ChMC on the 5th May 2021. We have reviewed your detailed points and have provided individual responses accordingly.For clarification, if a Shipper is gaining a Supply Meter Point with a Monthly MRF and the MRF doesn’t change as part of the CoS event (Monthly going forward) then this will move into the Must-Read process as is, the clock does not get re-set as the Must-Read process will look to the last actual read and current MRF.As per the Detail Design Change Pack, SPA processes are being proposed to be amended to include validation for the presence of AMR and/or Operationally SMART meters (these SPA processes already include AQ threshold validation), and if present, and the requested MRF is not Monthly (for Class 4 SMPs) then the SPA transaction will be rejected back to the proposing Shipper. Processes covered are Nominations (NOM), Confirmations (CNF) and Supply Point Amendments (SPC). Looking at the nomination file (NOM), if a Shipper submits an Supply Meter Point Enquiry Request (S47) and it was successful then, the response file (NMR) would contain an S59 (ACCEPT\_SMP\_ENQUIRY) record that in turn would have within it an S75 (Meter Point Details) record containing AMR\_INDICATOR and a S98 (SMART\_DATA) record containing DCC\_SERVICE\_FLAG. These details can then be used to move forward with either a formal Nomination Request (S69) via the NOM file or an LSP (S38) / SSP (S42) Confirmation Request via the CNF file. However, direct LSP (S38) / SSP (S42) Confirmation Request via the CNF file without a NOM first would not provide the SMART or DCC data, so it is correct that the required MRF may not be known to the proposed Shipper. The SPC (Supply Meter Point Amendment) Request can only be carried out by the incumbent Shipper, so details of AMR and/or Operationally SMART meters should already be known prior to a request for MRF change. |

Please send the completed representation response to uklink@xoserve.com

H1: Change Representation

(To be completed by User and returned for response)

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| User Contact Details: | Organisation: | Scottish Power |
| Name: | Helen Bevan |
| Email: | Helen.Bevan@scottishpower.com |
| Telephone: | 01416145517 |
| Representation Status: | Approve |
| Representation Publication: | Publish |
| Confirm Target Release Date? | Approve | «h1\_userDataAlternative» |

# H1: Xoserve’ s Response

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| Xoserve Response to Organisations Comments: | Thank you for your representation, we will feed this into ChMC for a final decision. |

Please send the completed representation response to uklink@xoserve.com