DSC Delivery Sub Group

27th August 2019 at 10:30am

G.03, Xoserve Limited, Lansdowne Gate, 65 New Road, Solihull, B91 3DL

Meeting Minutes

Industry Attendees		
NAME	ORGANISATION	INITIALS
Nicola Harris	Utilita	NH
Helen Bevan	Scottish Power	HB
Derek Clark	CNG LTD	DC
Ikram Bashir	npower	IB
Rose Kimber	Contract Natural Gas ltd	RK
Patricia Parker	Utiligroup	PP
Rowan Burrows	Shell Energy	RB
Hannah Hawkins	Total Gas & Power	HH
Megan Coventry	SSE	MC
Sean McSweeney	Eco Energy	SMS
Rhys Kealley	British Gas	BG
Alison Neild	Gazprom Energy	AN
Louise Hellyer	Total Gas & Power	LH

Xoserve Attendees	
Paul Orsler (Chair)	PO
Simon Harris	SH
Tom Lineham	TL
James Rigby	JR
James Barlow	JB
Brett Court	BC
James Hallam-Jones	JHJ
Chan Singh	CS

1. Welcome and Introductions

Paul Orsler (PO) started the meeting and informed all attendees that this meeting is being audio recorded for the purpose of producing the minutes and each recording will be deleted once the relevant minutes have been signed off.

2. Meeting Minutes – Tuesday 27th August 2019

Introduction Slides (1 - 4)

PO convened the meeting at 10:30am.

PO explained that the second slide in the deck just shows the UIG weighting factors that have been set by AUGE. PO stated that the AUGE diagram shown in slide 2 provides a deeper understanding of the weighting factors for Class 3 and 4 from 2017 all the way to 2019-20.
PO outlined that the impact of weighting factors meant that a significant number of Class 4 sites in EUC1 and EUC2 bands that could potentially benefit from moving to Class 3 product.

PO further explained that MOD0700 has been introduced to look at implementing changes to minimise impact of mass migration of EUC1 band, Supply Points into Class 3 product, specifically:
- Number of Class changes being processed
- Number of reads being processed through to read Validation.

Scope of MOD0700 Requirements (Slide 5)

- SH stated for MOD700 there are changes with how Class Changes will be processed involving the SPC file within CDSP systems. Significant increase in the number of expected class changes processed through SPC file, so therefore the CDSP will look to monitor and potentially limit the number of class changes that can be processed in a single day.

- Class 3 read submission process will also undergo a moderate change. SH added that there is a potential significant increase in the amount of reads being submitted within the Class 3 product. Which part of MOD0700 and UNC validation rules, the CDSP is trying to change the way in which Class 3 readings are being submitted. These changes in the UNC are changes to specify for Shippers to submit weekly 7 day or less batch submission of cyclic readings to the CDSP via UBR file.

- In addition there is a new "Batch" Process with regards to the CDSP's systems. When the reads have bene submitted to reduce the number of reads processed through to read validation and to specifically select 1 out of a shipper batch to move forward into downstream processing through UK Link. What the CDSP is looking to achieve is a read staging area and read selection process. The reads will be stored and one read from shipper batch will be provided to go through the read validation process which will include tolerance and the current standard read validation checks, incorporating the D+10 rule.

- A question was asked if the batch is shipper based or based on the CDSP storing a number of batches and selecting a "preferred batch". SH responded by stating that there has been a design change from previous communications and the CDSP will now utilise the Shipper submitted batches to select 1 read from for downstream processing. A further question was asked, that if a Shipper was to submit daily batches of single reads, would that be processed individually and a response file would be received for all of those submitted, SH stated that this is correct and would be the case.

- Furthermore SH added that on the read validation, there is a new rule being introduced of D+10, D being the read date, any reads with a read date after D+10 will be rejected back to the Shipper within the URS file. Question was asked, is the time D+10 business days or D+10 calendar days? SH responded by stating it will be D+10 calendar days.

- SH added that there will also be moderate change to some reporting such as PARR reports and the monitoring of resubmissions and Class changes.

Question asked: To clarify, will only one read be validated per Shipper batch, is that one read then going to be used for invoicing or will all the reads in the batch be used for invoicing. SH responded stating that only one read will be used for invoicing, but 2 attempts will be made to validate a read for further processing. Another question was asked off the back of that reply, whether the AML will increase or not. Will it be the 1 read selected to be validated? SH & JHJ replied stated that the AML file generates a record per gas day regardless of the amount of reads that go into it. There will still be a line a day but the energy for each of those days will be a portion between the 2 actual readings.

Class Change SPC File (Slide 6)

SH stated that the Class change SPC file contains not just the class change record but many other different transactions that can be done within that. The main file being looked at is the SPC file RT_C38_CLASS_CHANGE. This file for each record type has a limit of 1000 records, meaning the maximum number of records within a single SPC file can be up to 8000 records if all allowable records were utilised. SH added that the vast majority however being seen in BAU files are Class Change transactions (C38), the others are quite infrequent. In addition, SH added that the SPC file max processing capacity is currently set at 26,000 as per the UK Link IS Service Definition document and that is being looked into as well in regards to amending that figure. SH stated that more details will be provided if there is a new limit introduced once it is known.

Question asked: To clarify, currently there is 1000, is that going to be lowered? SH replied stating that it will not be amended in the File Format due to the 6 month lead time needed. It is just the SPC file max processing in the UK Link IS Service Definition document that specifies 26,000 records as the maximum, combined system capacity. SH stated that this is being looked into as it depends how many files the CDSP can be taken in across all customers not just one. Therefore the CDSP is assessing the limit and will advise once known.

How to determine SPC Limit (Slide 7)

As part of MOD0700 the CDSP is able to limit SPC files being processed, so if there is a potential breach or potential increase in traffic, it gives the CDSP the ability to limit the SPC files being submitted and the CDSP can reject files back to the respective parties. Each Shipper will be provided a daily limit on the number of SPC files that can be processed. SH stated there are a few considerations to keep in mind as the limit per user has not been defined as of yet, analysis is being conducted on both the limit per User and the SPC file limit that can be processed on a daily basis. Once analysis has been completed that information will be provided to the industry. Furthermore more information will be provided in the Change Pack with regards to potentially requesting increasing limits.

SH stated that to determine the SPC limit per user, there are a few consideration:

- Processing of SPC files for non-class change activities.
- Max number of SPC files that can be processed though AMT and SAP ISU, this is to give a baseline of what the system can handle.
- Customer forecasts for Class changes currently being provided to customer advocates, 2 way communication regarding peek system times and planned migration to Class 3 will also take place.

SH asked DSG representatives to note:

- Files that are pass AMT validation but result in breach of allocation shall be rejected back to the submitting Shipper, this will be done via either email or UK Link communication (IX) but this has not yet been agreed. Furthermore the consultation Change Pack for MOD0700 will

closing out and so far the responses received reflect the questions asked regarding communication. A question was asked on the phone regarding the SPC limit being given as a daily allowable limit per organisation, has any consideration been given to low quantity requests when determining the way in which the limit is set. SH replied by outlining that the CDSP is identifying the best way in which to limit as the CDSP is aware most organisations are not pushing towards a mass migration, further, there is BAU activity for non-class change processing that is being taken into consideration also.
- In addition, please note that the SPC max submissions within the UK Link IS Service Definition document will be increased; however this has not yet been agreed. This will be communicated out to industry formally once agreed.

PO asked SH if the detail explained so far is a warm up for DSG to provide understanding for the extraordinary Change Pack that is planned to be issued 28/08/2019. SH replied that PO is correct.

SH asked DSG for any further questions regarding this. DSG provided no further questions.

Read submission to read validation overview (Slide 8)

SH explained that when the UBR file is submitted, EUC01 opening readings, replacements readings including Class Change and all non EUC01 banding reads (2-9) will pass through to 'pending read validation' status straight away. SH stated that EUC0 1 Cyclic Reads will flow a new validation of D+10.

Within the D+10 validation (if passed) reads with a TTZ > 0 will be given priority and passed to read validation, all other cyclic reads will be set as 'pending validation' (E).

Reads in a batch outside of D+10 will be rejected via standard Unbundled Meter Read Response (.URS). A question was asked if D+10 was month date +10, SH replied that the D+10 is the read date +10 days.

Reads that have passed D+ 10 validation will then move forward into 'pending read validation' stage (E)

The Shipper can set a 'preferred' date with a calendar month that will be prioritised if present within the batch submission to move into Read Validation.

If the Shipper 'preferred' read fails or is not available within the batch then the last read within the batch will be selected to pass through Read Validation.

PO stated that discussions similar to this occurred at last DSG regarding the Shipper preferred read. PO outlined that if a Shipper submits 4 weekly batches of reads, only one of those batches will contain a Shipper preferred read date and the other batches will be looking for a suitable candidate read from the batch, which in this case would be the last read.

Question; is there anticipation that Shippers will specify a date each month, or will they specify a type of read, such as the last day of the month? SH responded to say it will be a specific date in the month that has been noted as preferred date for the Shipper. SH outlined that it will be a specific date agreed with the CDSP's Advocates team for example the 21st of the month, set as priority date until notified or amended by the Customer.

Action: Will the last day of the month be an option as a preferred date for Shippers, taking into account the dates change month by month and whether they are business days or calendar days.

Update: As per the Change Pack issued on the 28th, the 'preferred' date can be any date within a month, but please note that if this date is the 29th, 30th or 31st of the month, some months will not have an opportunity for any submitted batch to have a 'preferred' read for selection. Specifying the 'last day in a month' would add complexity to the solution being proposed for XRN4991.

Rose Kimber (RK) & Alison Neild (AN) asked for further discussion regarding the preferred times as Shipper preferred dates might vary within their portfolio where multiple Supplier relationships exist.

Action: PO and SH to contact AN & RK regarding the preferred date.

SH added that if the last read fails then the next available read is selected, that is if no available shipper preferred read is available.

SH stated that per batch, two attempts to validate reading will be carried out. If not then the batch will end up invalidated and all reads within that batch (excluding the rejected ones) will be set to Unassured (N). SH then stated once a reading has been obtained, the read goes through the read validation process, which involves inner tolerance validation (EUC1). Furthermore SH explained that for the projected go live date the inner tolerance validation will remain as is, but this may be removed for EUC1 following monitoring of read rejections and UNC agreement. More information regarding that will be provided when this has been agreed, but for the moment, the inner tolerance validation will remain. Furthermore reads that fail standard read validation will be rejected (via URS file) and a new read will be selected. If a read passes validation, it will be marked as uploaded and processed through to the UK Link system. If a reading in a batch has an accepted reading, all reading in the batch will be marked as assured (A). On the other hand, if a both readings in a batch fail validation, then all other readings in the batch will be marked as unassured (N). In this case, unassured readings will count towards read performance. The scenarios involving the unassured readings can be found in the slide deck.

Question: was there a proposal to remove the inner tolerances, have the CDSP moved on from this idea? SH replied by stating that the original idea was to remove inner tolerance from EUC1 Band but from a design perspective it was discussed that it would be better to remove it from all EUC bandings. This was taken to UNC committee, who stated that the inner tolerances should only be removed for EUC1 band. PO added that this is something that needs further work and analysis before it can be justified to the UNC. Brett Court (BC) added that at DSG 19th August there were discussions around the rational why it would be challenging from a design perspective to limit the inner tolerances being removed to just EUC1. The diagram within the slide deck (slide 8) shows the EUC1 pass through both validation stages in both (P) and (E) that the reason is it would be challenging. Brett added that there should be further conversation whether removing the inner tolerances from all EUC bands but if not then it will just be removing the inner tolerances from EUC1 band at a later date of XRN4991 Go Live.

AN asked about the inner tolerance and the impact that it will cause from EUC 1 and whether it will be affecting all EUC bands across the board. SH stated that only EUC 1 will be doing batch frequency, whereas if a Class 3 read submission for EUC band 2-9, every reading will be processed as per BAU.

Slides 9 – 14 in the slide deck presented show scenarios for each situation.

4. Both Selected Reads Fail, Batch Re-Submitted, Read Accepted (Slide14)

PO stated that the main point that jumps out about that, is the read performance information, the longer it takes for a Shipper to re-churn those reads and re-submit them, the more likely the reads that they have previously submitted will fail due to the D+10 checks. PO added that the examples provide a good overview of how the proposed validation process will work.

BC asked DSG to note that when expecting responses for the files, they will only be given for the reads that are either rejected or selected for progression into UK Link (F/U). Assured (A) or Unassured (N) reads will not be contained within the read response file (URS). SH added the change pack will outline further the need for request of the batches to be submitted as 7 day batches.

Class Change Scenario (Slide 15)

SH explained to DSG for examples used are and illustration purposes only. Ikram Bashir (IB) asked if Xoserve will estimate the reading on the same day for class 3 change. This will be double checked by Xoserve and clarified in the Change Pack.

Action: Clarify will the CDSP estimate the reading on the same day for Class 3 Changes.

SH added that there will be more slides added to the slide deck to be issued out to industry with more scenarios covered once additional questions have been raised in the Change Pack responses.

Shipper Transfer Scenario (Slide 16)

SH explained that in one of the scenarios an incoming shipper submits 7 day batch that does not include a read marked as opening reading, this read within the shipper batch accepted and uploaded (Shipper preferred read or last read). Please check slide for reference of scenario. IB asked about the scenario and how would that estimate. Would that estimate be based on previous Shipper reads? SH responded stating he is correct

SH added once again that if there are any questions on scenarios then please get in contact and clarification will be provided.

Question asked: If a file is submitted with a TTZ indicator in it and a preferred read. Due to the TTZ being maybe after the preferred read which will be processed first? SH replied stating TTZ files are given priority but the Shipper preferred read will be also processed at the same time so all reads will be processed in read date order to avoid any issues.

Question asked: If there is a TTZ and a Shipper priority read, would the shipper priority read not get validated? SH responded stating it would be validated and processes as another read is validated from the batch submitted.

To conclude PO informed DSG that the Change Pack will be issued out 28th August but will have a shorter consultation period so that the responses can be spoken about and received before ChMC 11th September. In addition, TL provided some information regarding implementation; there have been some initial discussions to implement this on the morning of the 28th September during the 7am maintenance window. This is still in discussion and subject to approval of ChMC.

PO and James Rigby (JR) suggested a further placeholder to be put into the 9th September for a possible extraordinary DSG if needed.

This was the end of August 27th DSC Delivery Sub Group meeting.

If you have any questions relating to the above meeting minutes, please email **uklink@xoserve.com**