

HEADLINE REPORT

MEETING NAME	Code Change & Development Group – Market-wide Half Hourly Settlement SCR
Meeting number	01
Date of meeting	5 December 2019
Purpose of paper	Information
Classification	Public
Synopsis	Summary of the first CCDG meeting and actions.

1. Overview of the DWG’s Target Operating Model and transition approach

- 1.1 ELEXON gave an overview of the Design Working Group’s (DWG’s) preferred Target Operating Model (TOM) and transition approach for Market-wide Half Hourly Settlement (MHHS). This was an optional joint [presentation](#) for members of the CCDG and [Architecture Working Group \(AWG\)](#).
- 1.2 ELEXON answered questions from members and highlighted areas of relevance to the new groups’ work.

2. Introduction and apologies

- 2.1 In a joint session of the CCDG and AWG, Ofgem [presented](#) an overview of how these groups’ work fits into its ongoing Significant Code Review (SCR) on Electricity Settlement Reform. Ofgem highlighted that, although not shown in its slides, the CCDG’s work will continue past the point of Ofgem’s Full Business Case decision – as may Ofgem’s on-going detailed work under its Access to Data policy work stream.
- 2.2 Ofgem, ELEXON, and the CCDG and AWG members introduced themselves and explained their roles in the groups. The CCDG and AWG then held their separate meetings.

3. Meeting objectives

- 3.1 The Chairman set out the meeting objectives, which were to:
 - Clarify any aspects of the CCDG’s Terms of Reference / governance and Ofgem’s new TOM Development Principles
 - Agree the CCDG’s work plan, or any changes required
 - Agree the CCDG’s ways of working.

4. Terms of Reference and TOM Development Principles

- 4.1 Ofgem advised that it had yet to publish the final Terms of Reference, governance model and Development Principles for the new TOM Development Phase of the SCR. However, it clarified that the versions issued to the group were near-final.
- 4.2 The CCDG noted its Terms of Reference.
- 4.3 The CCDG discussed the TOM Development Principles. ELEXON advised that these supplement the original [TOM Design Principles and Strategic Objectives](#) that Ofgem set for the DWG, which will also still apply to the CCDG’s work.
- 4.4 CCDG members asked Ofgem to clarify the intention of the Development Principles in the following areas:
 - References to ‘submission’ of non-aggregated half-hourly data to ‘central systems’ – Ofgem clarified that this wording was not intended to presuppose any particular technical architecture and agreed to amend it to be more architecture-neutral.

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- Statement that 'the development work should consider how to actively enable the transition to Net Zero' – Ofgem clarified that this means that the TOM should facilitate the use of technologies that would enable the transition to a low carbon energy system.
- References to 'whole meter to bank process, including end consumers' – Ofgem clarified that the CCDG should consider whether the TOM Settlement processes would lead to any material changes in the end consumer experience, but that customer billing is outside the scope of the TOM and the CCDG's work.
- References to 'Data Service Qualification' – Ofgem clarified that the CCDG should consider what specific Qualification processes are needed for the TOM data services, not review the Qualification process generally.

Ofgem agreed to amend the Development Principles wording as per the first bullet above.

ACTION 01/01

- 4.5 The CCDG noted that Ofgem is developing a set of Data & Security Principles for use in the AWG's work, and asked if these are also relevant to the CCDG. ELEXON advised that it will feed back anything relevant from the AWG's work to the CCDG and vice versa.
- 4.6 The CCDG noted that the DWG's transition approach set out a logical order of milestones but not dates or timescales. It highlighted that a separate and more detailed implementation programme plan will need to be developed outside of the CCDG's own work.
- 4.7 The CCDG noted Ofgem's separate [Retail Code Consolidation SCR](#), which is seeking to move content from existing Industry Codes (in particular, the Master Registration Agreement (MRA)) into the new Retail Energy Code (REC) and/or other existing Codes. The CCDG noted that the MHHS and REC drafting activities will run in parallel to similar timescales. It therefore asked Ofgem to clarify whether the legal text for MHHS should be drafted against the current Industry Codes baseline or new consolidated REC baseline. The CCDG noted that the REC Code Manager will not be in place before Q2 2020.

ACTION 01/02

5. Work Plan

- 5.1 ELEXON walked the CCDG through its proposed plan for the CCDG's work.
- 5.2 CCDG members asked ELEXON to change 'rationalisation' of data items to 'redefinition' in the descriptions of the detailed design areas, but otherwise made no changes to the plan.
- 5.3 ELEXON confirmed that the relevant Code Administrator for each impacted Industry Code will be responsible for producing legal text for their Code(s). ELEXON noted that several meetings in the plan are dedicated to reviewing draft legal text. It advised that, once all Code bodes have identified the required changes to their Codes, it will bring a suggested approach to the CCDG on how best to package the changes thematically/ sequentially for drafting and review. ELEXON confirmed that each package of changes will be accompanied by a plain English description of the intention of the changes and the approach taken to draft them.
- 5.4 ELEXON noted that, under the CCDG's Terms of Reference, the Work Plan requires Ofgem's approval. It noted that it will therefore send the agreed plan to Ofgem shortly. Ofgem confirmed that the group should continue to work to this plan while awaiting its approval.

ACTION 01/03

- 5.5 ELEXON suggested that only changes to the scope or timing of the external deliverables set out in the Work Plan (consultations and reports) should require Ofgem's re-approval. It proposed that the CCDG should otherwise be able to amend any internal activities, such as the scheduling and scope of meetings, as needed to support its work.

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6. 2020 meeting dates

- 6.1 ELEXON provided provisional CCDG meeting dates for 2020. It noted that, as above, the CCDG can adjust the number and timing of meetings later if needed to fit its workload. For the moment, the proposal is to meet monthly. From February 2020 onwards, the proposed dates are the third Tuesday in the month in order to avoid clashes with other industry meetings.
- 6.2 One CCDG member gave their apologies for the January meeting, advising that this now clashes with the MRA's rearranged Issue Resolution Expert Group meeting.
- 6.3 The CCDG had no other comments on the meeting dates. ELEXON noted that it will publish these on the BSC Website.¹

7. Work areas and ways of working

- 7.1 ELEXON ran through the outstanding detailed design areas set out in the draft Work Plan.
- 7.2 ELEXON advised that, under the Work Plan, the approach to developing each area is that:
- ELEXON will bring an initial straw man proposal to a CCDG meeting for review
 - A subset of volunteer CCDG members will then collaborate with ELEXON after the meeting to work up the area based on the CCDG's discussions, with the results of this captured by ELEXON in a working document
 - ELEXON will then bring back the worked-up area to the next CCDG meeting for further review and agreement.
- 7.3 ELEXON noted that it will agree the best ways of working with the volunteers for each detailed design area, but these could include email, remote meetings or in-person meetings as appropriate.
- 7.4 The following CCDG members volunteered for each area:²

Detailed design area	Volunteer members
Redefinition of existing industry data items	<i>Aaron Dickinson</i> Dom Bradbury James Murphy Steven Bradford Tom Chevalier
Registration and Data Service interactions	<i>Aaron Dickinson</i> James Murphy Lorna Mallon Paul Saker Steven Bradford Tom Chevalier
Exception reporting for Data Services	<i>Aaron Dickinson</i> James Murphy Paul Saker Steven Bradford Terry Carr

¹ Post-meeting note: These have since been published on the [CCDG webpage](#).

² Post-meeting note: Names in italics represent absent members who volunteered after the meeting.

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Detailed design area	Volunteer members
GSP Group Correction Factors and Scaling Weights	<i>Aaron Dickinson</i>
Export Settlement	<i>Derek Weaving</i> Dom Bradbury James Murphy Paul Saker Tom Chevalier
Settlement 'run-off' arrangements	<i>Derek Weaving</i> Paul Saker <i>Seth Chapman</i> Terry Carr

- 7.5 ELEXON suggested that GSP Group Correction and Export Settlement could potentially be combined into one work area.
- 7.6 ELEXON agreed to confirm with absent members which areas they wished to volunteer for. It noted that some areas are probably oversubscribed, as to keep the offline working efficient there would ideally be no more than four members per area. ELEXON suggested that the CCDG agrees the final list of volunteers for an area at the meeting in which it first discusses that area's straw man.

ACTION 01/04

- 7.7 ELEXON also suggested using the expertise of the [Software Technical Advisory Group \(STAG\)](#) to consider Settlement run-off arrangements, by seeking the STAG's views on the straw man for this area before bringing it to the CCDG.
- 7.8 On Scaling Weights, a CCDG member suggested taking any learnings from the work done on Unidentified Gas (UIG) in the gas market.

8. Approach to co-ordinating with other Code bodies

- 8.1 ELEXON and Ofgem advised that they are meeting regularly with other impacted Code bodies outside of the main CCDG meetings. These Code bodies are ElectraLink (Distribution Connection and Use of System Agreement), Gemserv (MRA and Smart Energy Code) and the Data and Communications Company (DCC). While National Grid ESO is also involved, the expectation is that work under their Codes (e.g. on network charging) will impact MHHS rather than the other way around.
- 8.2 ELEXON noted that the first meeting with these Code bodies was held on 2 December 2019 and that it will update them after the CCDG meeting.

9. Code Change Matrix template

- 9.1 ELEXON explained the different columns in the draft matrix template. It advised that the intention is for each Code body to complete the matrix with the changes required to their Code(s) and to any industry-facing subsidiary documents – for example, BSC Procedures (BSCPs) for the BSC.
- 9.2 ELEXON advised that, while it is just beginning to discuss the best BSC drafting approach internally, its current proposal is to create new BSC Procedures (BSCPs) for the new TOM services so that the 'legacy' Non Half Hourly BSCPs eventually become redundant and can be removed once transition and run-off activities are complete. The CCDG asked how new BSCP content would be captured efficiently in the matrix. ELEXON agreed that it needs to consider this further when populating it. A CCDG member suggested that, for the best approach, both BSC and BSCP drafting for a particular area should be undertaken in parallel rather than at separate times. ELEXON agreed.

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- 9.3 ELEXON noted that the DWG's TOM service requirements in spreadsheet form, along with process diagrams, can be downloaded in a single zip folder from the [DWG web page](#). It advised that it is working internally to add more detail to these requirements and will discuss the results of this exercise with the CCDG.
- 9.4 ELEXON noted the need to manage interactions between the MHHS legal drafting and other industry changes. CCDG members suggested adding an extra column to the matrix template to cover dependencies/interactions with other Modification/Change Proposals, SCRs and industry initiatives.
- 9.5 The CCDG made no other changes to the template.
- 9.6 ELEXON noted that it will send the updated matrix template to the relevant Code bodies after the meeting.

ACTION 01/05

10. Summary and next steps

- 10.1 The Chairman confirmed that the next steps are to submit the Work Plan to Ofgem and send the Code Change Matrix template to the Code bodies. ELEXON will bring the straw man on the first work areas to the next CCDG meeting in January and no further work is required from CCDG members before then.
- 10.2 The next CCDG meeting will be on 15 January 2020 at ELEXON.

ACTIONS

Actions on ELEXON:

01/03 – ELEXON to update the Work Plan with the CCDG's agreed change and send it to Ofgem for approval – Closed – Sent on 12 December 2019.

01/04 – ELEXON to contact absent CCDG members to confirm which detailed work areas they wish to volunteer for – Closed – Details of post-meeting volunteers added to Headline Report.

01/05 – ELEXON to update the Code Change Matrix template with the CCDG's agreed change and send it to other Code bodies – Closed – Sent on 11 December 2019.

Actions on other members:

01/01 – Ofgem to amend the wording of the TOM Development Principle on non-aggregated half-hourly data to be more architecture-neutral – Closed – Final [Development Principles](#) published on 18 December 2019.

01/02 – Ofgem to clarify whether the legal text for MHHS should be drafted against the current Industry Codes baseline or new consolidated REC baseline – Open.