

# MINUTES

---

<b>MEETING NAME</b>	UMSUG
---------------------	-------

---

<b>Meeting number</b>	127
-----------------------	-----

<b>Date of meeting</b>	25 March 2020
------------------------	---------------

<b>Venue</b>	Teleconference
--------------	----------------

<b>Classification</b>	Public
-----------------------	--------

---

## ATTENDEES AND APOLOGIES

---

<b>Attendees</b>	Sarah Ross	SR	Chairman
	Oliver Meggitt	OL	Vice Chairman
	Roan Chavez	RC	Technical Secretary
	Adam Jessop	AJ	ELEXON
	Freya Gardner	FG	ELEXON
	Kevin Spencer	KS	ELEXON
	Si Tze Wong	SW	ELEXON
	Beth Procter	BP	ELEXON
	George Player	GP	ELEXON
	Sarah Mower	SM	Gemserv
	Sue Kinsella	SK	UMSUG Member
	Angeliki Koulouri	AK	UMSUG member
	Paul Angus	PA	UMSUG Member
	Alan Marshall	AM	UMSUG Member
	Donna Townsend	DT	UMSUG Member
	Nicola Dew	ND	UMSUG Member
	Ryan Parker	RP	UMSUG Member
	Tariq Maik	TM	The LIA
	Nigel Birchley	NB	UMSUG Member
	Tom Chevalier	TC	UMSUG Member

---

<b>Apologies</b>	Andrew Eades	AE	RWE
	Mark Webber	MW	UMSUG Member

---

## OPEN SESSION – DECISION PAPERS

---

### 1. Switching Programme MRASCo Data Cleanse

- 1.1 As part of Ofgem's Switching Programme, a new Central Switching Service (CSS) is being developed and is expected to go live in summer of 2021. In preparation for transitioning data, a data cleanse exercise is being carried out. Under their licence conditions, Suppliers and Distributors are now obliged to comply with this exercise.

# MINUTES

---

- 1.2 Suppliers and Distributors are now being asked to cleanse Related Metering Points. As the progress has not been satisfactory, MRASCo is requesting assistance from Parties. Ofgem will also ask Suppliers how the data cleanse activity can be improved. The feedback received so far is that where a Metering Point is an unmetered, there is a lack of communication between the Supplier and UMSO.
- 1.3 In the CSS, the Meter Timeswitch Code (MTC) will be replaced by a Related Meter Indicator (RMI). There is a mismatch between the data on and actual status of Meter Points. A particular area of concern is where Related Meter Points are split over two or more Suppliers. Ofgem has asked Suppliers to focus on these types of Meter Points. Suppliers would need to communicate with each other and determine the correct Supplier of each MPAN.
- 1.4 For metered MPANs, Suppliers can cleanse Related Meter Points using metering data. For Unmetered Supplies (UMS), UMSOs can help Suppliers by identifying the Related Metering Points.
- 1.5 In August 2019, MRASCo requested UMSOs to provide Suppliers with a list of UMS Related Meter Points. Due to the mixed level of responses received, MRASCo is now requesting assistance from the UMSUG to understand if the right information were being queried from the right people, and if there may be issues that had not been considered.
- 1.6 Overall, UMSUG Members noted that few responses from Suppliers were received. UMSUG Members expressed willingness to share feedback received from Suppliers.

**ACTION 127/01:** ELEXON to circulate an email for UMSUG Members to share feedback received from Suppliers regarding the identified UMS Related Meter Points. The feedback will then be shared with MRASCo.

- 1.7 An UMSUG Member questioned why Suppliers would set the RMI if it is the UMSOs who can identify Related Meter Points. MRASCo responded that the reason is that Suppliers have the most contact with end customers. This is also the reason behind Suppliers leading the data cleanse and liaising with Distributors. MRASCo also commented that out of 18,000 UMS Related MPANs, only a low proportion of 5,000 have not been cleansed.

## 2. Openreach Charge Codes – (UMSUG127/01)

- 2.1 Currently applications are made for Charge Codes in respect of a complete cabinet, including all its components. In future the applications will be made at component level. This will mirror the approach applied to Traffic Signal equipment.
- 2.2 Some of the hardware installed in the original broadband cabinets is reaching its maximum capacity or the end of its serviceable life and will need to be replaced. As equipment is replaced going forward, a cabinet may contain a mixture of old and new hardware.
- 2.3 Each broadband cabinet comprises five components. Rather than summing the various component elements, Openreach is proposing a Charge Code to be issued for each one. The existing arrangements for inventory submissions will continue. The only change in the inventory is having five entries per cabinet rather than a single entry.
- 2.4 The proposed changes to section 4.3 of the OID documents both the existing single Charge Code methodology and the proposed methodology for Charge Codes at component level.
- 2.5 Once the new Charge Codes have been approved and made live in the ELEXON Charge Code Spreadsheet, Openreach's asset database will be updated to record the new Charge Codes for a cabinet, where a complete set of component Charge Codes now exists. For an interim period as the programme of testing and applications progress, the inventory will report a mixture of cabinets with single and multiple Charge Codes. On completion of the programme the inventory will only contain Charge Codes at component level.
- 2.6 ELEXON commented that this would reduce the proliferation of Charge Codes, as the inventory will be based on the number of cabinets, rather than components.

## MINUTES

---

- 2.7 An UMSUG Member noted that Openreach work with BT, and believe they are consistent with their updates.
- 2.8 An UMSUG Member commented that for component level Charge Codes, where one component reaches maximum capacity, a new DSLAM would be installed. During the migration period, the total Wattage would add up for a single cabinet.
- 2.9 An UMSUG Member commented that every base cabinet can have one or two base chassis.
- 2.10 The UMSUG:
  - a) **REVIEWED** the proposed changes to the methodology for issuing Charge Codes for Openreach Cable Network Cabinets;
  - b) **REVIEWED** the suggested updated to section 4.3 of the OID; and
  - c) **RECOMMEND** to the SVG to include in the next update of the OID.

### 3. New UMS MPANs – Supplier Appointments – (UMSUG127/02)

- 3.1 Anecdotally, UMSOs are experiencing difficulties in obtaining Supplier registration of new UMS MPANs, particularly for new developments where the roads will become adopted highways. Where roads or parking areas are not adoptable, a management company or housing association will be responsible for the energy charges permanently, but the same Supplier registration issues apply.
- 3.2 This paper seeks a change to BSCP520 to require a Customer to nominate a Supplier for a new Unmetered Supplies Inventory before issuing an UMS Certificate.
- 3.3 An UMSUG Member commented that they issue certificates for new UMS only once confirmation of the Supplier is received.
- 3.4 It was noted that Independent Connections Providers (ICPs) often want to ensure that there is an MPAN in place for the unmetered connections to be energised.
- 3.5 The proposed solution would then allow the UMSO to present a certificate to a Supplier at an early stage.
- 3.6 An UMSUG Member noted that this proposed change would not affect local councils.
- 3.7 An UMSUG Member commented Distributors should not allow connections for MPANs which are not registered to a Supplier. The UMSUG Member also questioned why engineers would allow the connection.
- 3.8 An UMSUG Member commented that they carry out weekly registration checks and inform customers of the need to register the MPANs.
- 3.9 An UMSUG Member noted the difficulty of advising customers of Suppliers, as some do not offer unmetered tariffs. This makes it difficult for customers to decide which Supplier to nominate. Other UMSUG Members noted issues with customers wishing to combine their inventories or customers whose inventories have not been updated for years.
- 3.10 An UMSUG Member commented that the BSC only recognises LDSOs. The commercial arrangements between LDSOs and ICPs are outside of the scope of the BSC. Another UMSUG Member commented that the MTC contains information which is currently not being used but could help to address the issues.
- 3.11 The UMSUG Chair noted that the CP would need to be amended as the proposed solution does not resolve the issues. An UMSUG Member also suggested that the BSC could be amended to express LDSO more explicitly or replace the word 'certificate'.
- 3.12 The UMSUG Chair received no volunteers for proposing the CP. ELEXON commented that the proposer can be the UMSUG Committee.
- 3.13 An UMSUG Member commented that certificates could be published online with a link for customers to view.
- 3.14 ELEXON commented that OSMs have been working to gain Suppliers' feedback on UMS.

# MINUTES

---

**ACTION127/02:** ELEXON to provide an update on feedback received from Suppliers regarding Supplier registration of new UMS MPANs.

3.15 The UMSUG:

a) **DEFERRED** this paper until the UMSUG meeting in June 2020.

## 4. Review of Charge Code and Switch Regime Spreadsheets – (UMSUG127/07)

4.1 This paper proposes a review of the Charge Code and Switch Regime Spreadsheets in order to streamline the spreadsheets. It is anticipated that such a review may have the benefit of revealing any invalid data for correction.

4.2 An example issue is the multiple entries for a single charge code. ELEXON commented that this review would be valuable. They also noted that removing irrelevant data would have no knock on impact.

4.3 An UMSUG Member suggested creating an archive to save older versions in case UMSOs require them in future. An archive can be saved by ELEXON and UMSOs.

4.4 An UMSUG Member commented that any data prior to the last 14 months can be removed as this is the full length of the Settlement Period.

4.5 An UMSUG Member commented that any customers using an old Charge Code should be advised already.

4.6 Freya Gardner and Nigel Birchley expressed interest in leading a Workgroup.

**ACTION127/03:** ELEXON to provide an update on the Workgroup to the UMSUG meeting in June 2020.

**ACTION127/04:** ELEXON to create an archive of spreadsheets for end dated charge code and switch regime entries.

4.7 The UMSUG:

a) **APPOINTED** a small working group to carry out a thorough review of the spreadsheets to identify errors and invalid data needing correction in the Operational Spreadsheets and report back at the next UMSUG meeting;

b) **APPROVED** removal of the Old Charge Code, Status, and Standard/Non Standard Conversion columns from the Operational Charge Code Spreadsheet;

c) **INVITED to highlight** to the working group any further improvements that could be made to the Operational Spreadsheets.

## 5. Use of the D0379 Dataflow From MA to HHDC – (UMSUG127/03)

5.1 This paper seeks to highlight two further aspects identified during further consideration of the use of D0379, which can be incorporated into the forthcoming BSC Change Proposal (CP).

5.2 ELEXON agreed to include the two aspects in the CP before it is formally raised, rather than making a recommendation to the SVG.

**ACTION127/05:** ELEXON to include the two further aspects in the CP.

## 6. Use of Excel Format for Inventory Submission – (UMSUG127/06)

6.1 This paper proposes to make changes to section 8.1 of the OID.

**ACTION127/06:** ELEXON to consider whether the submission of inventory in an Excel spreadsheet format is appropriate.

# MINUTES

---

## 7. Risk 011 Update – (UMSUG127/05)

- 7.1 The risk scoring exercise in December 2019 found a decrease in the materiality of Risk 011. This is due to improved understanding and interpretation of Settlement error and the data available to ELEXON.
- 7.2 The TAPAP scope was approved by the PAB in December 2019. ELEXON had planned to perform TAPAP checks between April and June 2020. Due to COVID-19 developments these may be performed via teleconference or postponed to a later date. The approach will be discussed with the PAB during the meeting in March 2020 and communicated to the UMSUG. After the March PAB meeting, Parties previously contacted will be informed of the agreed approach. Note that discussions at the March 2020 PAB meeting have now taken place, and ELEXON have since notified UMSUG members that the TAPAP checks have been postponed until further notice.
- 7.3 The TAPAP will initially focus on UMSOs, but future TAPAP checks could also involve Suppliers and Agents at a later stage. UMSOs are being prioritised as they are the Parties that are most involved. The findings from the first few UMSO TAPAP checks should help in determining what the scope for a potential Supplier and Agent TAPAP check could be.
- 7.4 An UMSUG Member queried about MEM data. ELEXON commented that MEM data is confidential business information and would require a confidential session in the UMSUG meeting.

**ACTION127/07:** ELEXON to ask PAT Owner to provide MEM data in the UMSUG meeting in June 2020.

- 7.5 ELEXON commented that there is a lack of monitoring of data and error for HH in UMS. The current focus is on NHH, which makes up most of the UMS data. ELEXON also commented there is an assumed market wide error for HH data, but currently have limited access to data that could quantify this.
- 7.6 The UMSUG:
  - a) **NOTED** the contents of the paper; and
  - b) **NOTED** that the draft Risk Evaluation Register 2020/21 has been published on the ELEXON website for industry consultation.

## 8. Monitoring Settlement Risk 011 – (UMSUG127/04)

- 8.1 ELEXON is developing a suite of reports in Power BI to monitor Settlement Risks on a monthly basis and at varying levels of granularity.
- 8.2 Risk Report 11 will monitor all risk factors for Risk 011 and will identify the number of cases found. All Risk Reports will follow a similar format. ELEXON is looking to consult the UMSUG on data sources for monitoring Risk 011.
- 8.3 An UMSUG Member commented that for UMS, much of the data is not contained within data flows. The UMSUG Member also noted that ECOES can be used to find information on UMS MPANs, including the dates on which they were created and registered. Another UMSUG Member commented that more HH data is required.
- 8.4 The UMSUG did not note any risk factors that could not be monitored.
- 8.5 For next steps, ELEXON will hold an internal discussion and collate further feedback from the UMSUG.

**ACTION127/08:** ELEXON to circulate an email for UMSUG Members to provide further feedback on monitoring Risk 011.

- 8.6 ELEXON also commented that the UMSUG's feedback will be useful for the PAF Review team's work on evaluating data sources.
- 8.7 The UMSUG:
  - a) **COMMENTED** on the contents of the paper; and

# MINUTES

---

**b) AGREED** next steps.

## 9. Introduction of New Default Switch Regimes – (UMSUG127/08)

- 9.1 ELEXON has created new, and amended the existing, default time switch Switch Regimes (SR) to be used by the Meter Administrator (MA) when a customer's PECU Array does not contain PECUs that represent all of the Switch Regimes in the customer's detailed inventory supplied by the Unmetered Supplies Operator (UMSO).
- 9.2 There were three additional SRs created (206, 207, & 208) to be used in the default arrangements where high lux level PECUs were in use, i.e. 70/35 and above. The mapping of the default SRs to the existing SR was set out in the paper.
- 9.3 ELEXON has also prepared an update to the OID to identify when the default Switch Regimes are to be used. ELEXON noted that the OID will need to be revisited with all the other OID changes discussed in the UMSUG meeting in March 2020.
- 9.4 The UMSUG:
  - a) NOTED** the new Default Switch Regimes and their mapping to existing SRs; and
  - b) NOTED** the updated wording to be included in the OID.

## 10. SVG & BSC Panel Update on Over 100kW Unmetered Supplies

- 10.1 This paper was presented to the SVG in the February meeting. The SVG did not reach a unanimous decision and further discussions were held with DNOs. The paper was presented to the SVG in the March meeting but the SVG did not reach a unanimous decision.
- 10.2 The paper was referred to the Panel in the March meeting. The Panel approved the paper. Over 100kW UMS need to be migrated to HH Settlement by 1 April 2021. However, the COVID-19 development and its uncertainties could delay the implementation date.
- 10.3 An UMSUG Member queried the number of UMSOs who are still in discussion with their customers regarding this. Another UMSUG Member commented that the COVID-19 outbreak would cause issues, especially for local councils.
- 10.4 An UMSUG Member suggested identifying customers (via Suppliers and UMSOs) and communicating with them directly. The feedback from the customers will help to determine the feasibility of the implementation date.

**ACTION 127/09:** ELEXON to send communication to Suppliers and UMSOs regarding over 100kW UMS.

- 10.5 Revisiting in June 2020 would provide sufficient time for implementation. The UMSUG Chair commented that this timescale would not be an issue. In the UMSUG meeting in January 2020, discussions were held on starting the work six weeks prior to the implementation date.

**ACTION 127/10:** ELEXON to revisit the implementation date of Over 100kW Unmetered Supplies during the UMSUG meeting in June 2020.

## 11. UMSUG Terms of Reference and 2020 Meeting Dates

- 11.1 The SVG approved the UMSUG Terms of Reference. The SVG's approval of UMSUG dates is no longer required.
- 11.2 UMSUG meetings will be held on a quarterly basis, regardless of the number of agenda items.
- 11.3 An UMSUG Member noted that the meetings via teleconference are useful. The UMSUG Chair responded that ELEXON will continue to use these facilities.

## 12. Actions

# MINUTES

---

- 12.1 An UMSUG Member noted that they raised questions on the UMSUG minutes from the meeting in September 2019 but did not receive a response. The UMSUG Chairman will follow up with the former UMSUG Chairman.
- 12.2 An UMSUG Member asked whether an HH customer can switch to NHH in June 2020 or wait until April 2021.

## 13. Matters Arising/AOB

- 13.1 Prior to the meeting an UMSUG member made a suggestion to include the highway Switch Regimes in the Operational Switch Regime spreadsheet. An UMSUG member responded with a spreadsheet showing the changes that would be needed.

ELEXON commented that Switch Regimes will be presented in the next SVG meeting in April 2020 and uploaded onto the website, along with the Highway Message Sign and Indicator Sign Operating Hours. An UMSUG Member asked if the Highway Switch Regimes could be published on the website without SVG approval, but ELEXON responded that the changes needed to be approved by the SVG.

ELEXON noted that the Switch Regimes are due to go live on 22 April 2020.

- 13.1.2 ELEXON is promoting UMSUG membership to Suppliers via OSMs.

## 14. Next Meeting

- 14.1 The next UMSUG meeting will be held on 24 June 2020.