



UMSUG 101 Minutes

Meeting Name	Unmetered Supplies User Group		
Date of Meeting	12 April 2011		
Meeting Number	101		
Venue	ELEXON Ltd, 350 Euston Road, London NW1 3AW		

Attendees	Justin Andrews	JA	UMSUG Chairman
	Nigel Birchley	NB	Central Networks/ WPD
	Tom Chevalier	TC	Power Data Associates
	Barry Dockney	BD	Highways Agency
	Peter Richards	PR	Highways Agency
	Paul Hart	PH	UK Power Networks
	Walter Hood	WH	IBM UK for Scottish Power
	Vasu Mistry	VM	SSE
	Tony Neville	TN	EdF (SVG representative)
	Donna Townsend	DT	ESP Electricity
	Derek Westney	DW	Npower
	Jeff McMahon	JM	Alternate for Wilf Newall
	Keith Postlethwaite	KP	Lancashire C.C.
	Kevin Moss	KM	West Sussex C.C
	Mike Hawkins	MH	Western Power Distribution
	Sarah Kinnaird	SK	Secretary
	Oliver Meggitt	OM	ELEXON
	Kevin Spencer	KS	ELEXON
	Zaahir Ghanty	ZG	ELEXON
	Dave Johnson	DJ	Transport for London (part)
Stuart Bulmer	SB	ADEPT (part)	

Apologies	Ellias Militsis	National Measurement Office
	Wilf Newall	Durham C.C.

1. Apologies and Introduction (Verbal)

1.1 JA noted that apologies had been received from Wilf Newall and Ellias Militsis.

2. Review of Unmetered Supplies Risks: Comments Received (UMSUG101/01)

2.1 This paper provided information for the UMSUG on the Settlement Risks relating to Unmetered Supplies and asked the group to review whether these UMS Settlement Risks are accurately represented in terms of Net Significance for 2012/13. Comments were requested ex-committee prior to the meeting.

2.2 JA noted that UMS energy accounts for approximately 1½% of energy settled. The UMS Risks relate to where errors can be introduced and severity and the impact of those errors on the wholesale electricity



market. The UMSUG considered the rationale for each Risk and whether these Risks are still appropriate to have on the Register.

2.3 The UMSUG discussed each Risk individually and made recommendations as to whether these were still relevant and whether their wording was still correct. A walkthrough of the risks identified:

- Changes to the risk descriptions that referred to equivalent Meter Technical Details (SR0058 & SR0059);
- Some risks need to be reviewed based on this year's Audit findings (SR0086 and SR0088);
- To remove risks that are not probable or appropriate (SR0087, SR100 and possibly (dependent on Audit findings) SR0106); and
- A new risk be raised with regards to customers registering their unmetered supplies with the wrong Distribution Business was identified. This is where IDNOs were not being correctly contacted or identified as the DNO for the unmetered supplies connection.

2.4 The UMSUG:

- **CONSIDERED** the risks set out in the paper;
- **RECOMMENDED** that ELEXON feed into PAB the results of the UMS Risk review.

3. CMS Approval: Philips CityTouch with Starsense PLC (UMSUG101/02)

3.1 ELEXON has witness-tested the CityTouch with Starsense (Power Line Control PLC) Central Management System (CMS) on 24 April 2011. The CMS passed the witness testing. This paper presented the Test Report and invited the UMSUG to recommend to the SVG that the system be approved for use in Settlement.

3.2 PH asked how Philips derived the power levels and ELEXON confirmed they used look-up graphs. PH asked whether the CMS had the capability and ELEXON confirmed it could.

3.3 The UMSUG:

- **REVIEWED** Philips Citytouch Report;
- **NOTED** the system has passed the ELEXON witness testing;
- **NOTED** the further testing for the RF version of the system; and
- **RECOMMENDED** the Philips City Touch with Starsense PLC (Version 1.3) be approved by the SVG for use in Settlement.



4. Operational Information Document Updates (Version 9.0) (UMSUG101/03)

- 4.1 There have been a number of changes identified for the Operation Information Document (OID) that were identified at the February UMSUG meeting. This paper presented a revised redlined version (9.0) for review by the UMSUG. The UMSUG was invited to recommend the amended version for SVG approval.
- 4.2 NB asked whether it would be worth updating the testing document to say 'appropriate'. TC asked ELEXON to make the testing document to be more explicit. PH asked the document, in the new "Ballasts with 'stand-by' power", to make a consistent use of the word 'power'.
- 4.3 TC asked, regarding the green and red LEDs, if a new code could be added to separate the two. JA informed the UMSUG that following an action from the Supplier Volume Allocation Group (SVG), the wording in the Bus Information Signs section would be amended. here is also an action on ELEXON to review the UMS guidance documents.
- 4.4 KS informed the UMSUG that he would make all the recommended amendments and for approval to the SVG.
- 4.5 The UMSUG:
 - **REVIEWED** the redlined OID;
 - **DIRECTED** any further changes required for version 9.0; and
 - **RECOMMENDED** the amended version of the OID for SVG approval.

5. Update on Inventory Audit: Best Practice (UMSUG101/04)

- 5.1 A meeting was held on 9 March 2011 to discuss Inventory Audit Best practice. This paper presented an update from the Management of Unmetered Energy Supplies Lighting Inventory Group (MUESLi). The UMSUG was invited to note the update.
- 5.2 There was a meeting held on 9 March 2011, with ELEXON, UK Power Networks and TfL. Following that meeting, draft audit principles were circulated to the meeting attendees in order to draft a best practice. DJ who attended the meeting said TfL were supportive to the principle of an inventory audit and were looking for consistency of how audits are conducted. TfL have consulted a number of Distributors when drafting the best practice document.
- 5.3 DJ explained the paper is split into two sections. The first part advises customers about the regulatory framework and the second part covers how the audit is run, what is the limit of error and how to resolve errors. The draft document will be issued for consultation to the Adept Lighting Group in June 2011 and, following any necessary amendments, will be shared with the industry. JA added the aim of the document



will be for customer and distributor use. He said after the document was shared, ELEXON would look into whether it should be referenced in the BSC, possibly under BSCP520.

5.4 KS said many connection agreements include a clause which requires Customers to maintain accurate inventories but did not specify exactly how 'accuracy' is measured.

5.5 The UMSUG:

- **NOTED** the progress on the approach to audit of UMS inventories.

6. SVG Update (Verbal)

6.1 JA updated the UMSUG that at the most recent meeting of the SVG; the SVG approved all the UMSUG recommendations but questioned the need for them to consider Charge Code applications with low settlement impact (e.g. low wattage or variability). The SVG placed an action on ELEXON and the UMSUG to see whether there was any further criteria, i.e. a minimum load amount, that could be applied so that these applications do not need to be dealt with on a case-by-case basis. The SVG asked ELEXON and the UMSUG to consider whether these could be considered under the normal MDD process.

7. UMS Applications: Operational Queries (Verbal)

7.1 OM said ELEXON was considering amending the Switch Regime spreadsheet which it maintains. Currently the superseded regimes are greyed out but ELEXON was considering removing these completely and was seeking UMSUG views. The UMSUG asked whether it would be possible to create new columns called 'Effective From' and 'Effective To'. ELEXON said this could be done and look an action to update the Switch Regime spreadsheet.

ACTION: ELEXON

8. Minutes from Previous Meeting

8.1 UK Power Networks and Central Networks have met with TFL who were providing representation for ADEPT and the UK Lighting Board to discuss the development of a 'Best Practice' document for Inventory Audits. This paper presented the progress to date.

9. Actions

9.1 Action 66 – ELEXON is still to complete work on this action. TC said there were a number of typos in the switch regime spreadsheet which needed to be corrected. OM asked TC to email with these updates and he would try to incorporate them into the monthly MDD update although added these might need approval from the SVG.



- 9.2 Action 99 – This action remained open and ELEXON were to talk to Siemens about their MA status since they no longer had any customers.
- 9.3 Action 102 – This action remained open. The UMSO should direct the MA and it is the MA's responsibility to notify the Supplier. JA said ELEXON would send a reminder email to the UMSOs to remind them of their obligations.
- 9.4 Action 105 - This action remained open.

10. Matters Arising

UMS Load Research

- 10.1 JA informed the UMSUG that ELEXON has received further load research data and indications are that there could be enough of a change in the existing values to warrant extending the research. ELEXON would keep the UMSUG informed. JA handed out the list of lamps/ballast that could be considered next The UMSUG recommended that the following lamp/ballasts should be considered in the next batch of UMS load research:

- 100W SON, SON/T;
- 50W SON, SON/T;
- 400W SON, SON/T;
- 26W SOX/E; and
- 180W SOX, SOXPLUS.

Charles Endirect Ballast

- 10.2 OM informed the UMSUG all comments had been received and none had gone against previous comments made. TC asked that these comments, specifically on not being customer programmable for multi-level static dimming, be recorded in the OID.

ACTION: ELEXON

- 10.3 KS informed the UMSUG there is a need to default to a PECU where the on/off time is derived from a 'mid-dark' calculation or algorithm. TC said it currently uses dusk as the trigger which results in different times throughout the year. OM confirmed ELEXON would approve the Charge Code but make it clear to customers that it will not be provided Switch Regimes for Dusk offset style applications.

Large National Customer Issue

- 10.4 NB said his organisation was concerned about a large national customer with inaccurate inventories in his areas and potentially all distribution areas. He asked whether there was any obligation ELEXON could place on this customer to assist in correcting the settlement error. JA said the BSC does not place any direct obligations on customers but asked whether there was any data or evidence which ELEXON could review. NB said the company had been reluctant to provide any data. TN asked if there was a settlement impact as the GSP group in each area would be impacted. It was believed that the impact on GSP Group Correction would be minimal. NB and PH said that they were concerned that the company in question was rapidly approaching the 14 month Reconciliation Run deadline.
- 10.5 JA asked whether this issue had been raised with any of the distribution groups such as DCUSA, ENA or COG and NB said not yet. JA said he would speak to NB offline.

Highways Agency Update

- 10.6 BD said his organisation had its contract for the Highways Agency extended for another year. PR would be attending the UMSUG meetings going forward.

Burn Hours

- 10.7 TC raised the issue of Burn Hours. He was concerned about a number of inventories which had not been updated in the past six months and are not being charged the new burn hours. JA agreed it was important that EACs be kept up to date.

MDD Go Live date for UMS items

- 10.8 TC said the majority of Charge Codes do not have 'Effective From' dates and asked for clarification from ELEXON as to what date to use. ELEXON confirmed that the effective from date should be the Go-live date of MDD.

Standard MA Flat Form

- 10.9 KS provided a 'strawman' flat format for MAs and UMSOs for the valid dimming combinations. The spreadsheet, to be published on the ELEXON website, will not be user-friendly for UMSOs and MAs. The UMSUG were asked to provide comments.

11. Date of next meeting

- 11.1 The next meeting of the UMSUG is scheduled for 12 July 2011, although this is subject to agenda items and will be confirmed closer to the time.