

## Data Working Group

From: Flor Miranda

Date: 21/01/2019

Time: 14:00 – 17:00

Location: Ofgem – Meeting Room 1.05

### 1. Present

**Chair:** Tony van Uden, Ofgem (TvU)

Adam Iles, Centrica (AI)  
 Andrew Amato, Ofgem (AA)  
 Christopher Preddy, SSE (CP)  
 Colin Berry, Elexon (CBe)  
 Colin Bezant, PwC (CB)  
 David Mitchell, SGN (DM)  
 Emma Lyndon, Xoserve (EL)  
 Flor Miranda, Ofgem (FM)  
 Hazel Cotman, UK Power Networks (HC)  
 Ian McNally, DCC (IM)  
 John Wiggins, Electralink (JW)  
 Komal Brown, Scottish Power (KB)  
 Mark Agnew, Centrica (MA)  
 Martin J Hewitt, UK Power Networks (MH)  
 Mike Payley, Xoserve (MP)  
 Nirvan Vyas, Genserv (NV)  
 Sarah Mower, Genserv (SM)  
 Sean Tierney, Scottish Power (ST)

### Phone

Carl Whitehouse, First Utility (CW)  
 Daniel Tadecicco, St Clement (DT)  
 David Barber, Genserv (DB)  
 Elaine Carr, SP Energy (EC)  
 John Bowman, Utility Group (JB)  
 Jonathan Hawkins, Utilita Warehouse (JH)  
 Kev Duddy, Espug (KD)  
 Komal Brown, Scottish Power (KB)  
 Matt Townson-Jones, Ovo Energy (MTJ)  
 Michelle Whittington, EDF (MW)  
 Neil Hall, Npower (NH)  
 Nigel Johnson, BU-UK Infrastructure (NJ)  
 Radhika Kaira, E.On (RK)  
 Richard Thow, Scottish Power (RT)  
 Terry Carr, E.On, (TC)

### 2. Actions Review - Tony van Uden (Ofgem)

Ref	Area	Action	Due date	Owner	Status	Comments
DWG02-A01	Pre-CSS Activities	To review the spreadsheet to ensure the descriptions are correct, adding additional columns from Abacus to provide more specific information. Also, to clarify the initial source for a better understanding of the ongoing operational market. A new version will be circulated before next meeting.	21/1	Ian McNally, DCC	Closed	Clarifications on wording in the Logical Data Model were provided through the 3 Sub-Group meetings that have recently taken place at Genserv and Xoserve. Action is closed, as some items will be managed through the Change Control process.

Minutes of last meeting were accepted. It was clarified that there is no intention of circulating a detailed minutes, but a high-level document that captures key information and the actions raised on each session.

### **3. Agreement on Data Cleansing Prioritisation – Tony van Uden, Ofgem**

TvU explained that the spreadsheet of the LDM data items to be presented in the agenda item 4 is the result of the works completed through meetings at Xoserve and Gemserv held between December 2018 and January 2019 and thus represents the current agreement between all parties. Discussions were very helpful to understand where Existing Systems' data items in relation to the logical model.

The spreadsheet of the LDM data items has been presented in a more meaningful priority order that moves any repeating data items (required in the LDM) to the bottom table. The spreadsheet shows all 253 data items of the LDM split into 11 categories. This shows the 47 key sensitive items upon which industry needs to focus.

A summary of the categories (tab-1) can be found in the document Data Cleanse Prioritisation (attached).

### **4. Update on Data Model Spreadsheet - Colin Bezant (PwC), John Wiggins (Electralink)**

The spreadsheet was filtering by Category (column AK) in order to focus on the 47 items mentioned above that require special attention ahead of Go-Live, contained within three key Categories:

- Migration DUIS data item, no cleanse required
- Migration MPRS / UKLink data item, cleanse required
- Migration MPRS / UKLink data item, no cleanse required

CB explained the content of the each column of the document, while JW explained the summary sheet and described the categories.

CB highlighted that for those data items categorised as 'Migration MPRS / UKLink data item, no cleanse required' the assumption is that the data is currently correct, hence any ongoing validation will be through BAU processes.

It was noted that the general data cleansing for addresses would need to be done by broadly the end of 2019, the Address Service, once operational will provide assistance in this.

### **5. Next Steps – Tony van Uden (Ofgem)**

#### Data cleansing progress reporting

**Action:** Ofgem, Xoserve and Gemserv to work together to define ways of reporting progress across industry on data cleansing and other Stage 0 activity. **Person:** TvU/AA/JW/EL/SM. **By:** 15/02/19

It was observed by different parties that "Plot" addresses are the items that need to be cleansed by the end of June 2019.

N.B.: The agreement at DWG was that 'Plot' addresses would be cleansed to Postal Addresses for all historical data by Jun-19, with the expectation that there will always be a population of addresses that are legitimately 'Plots'. BAU processes will ensure these are converted to Postal Addresses over time.

**Action:** Gas sector to provide existing system mapping. **Person:** EL/Xoserve. **By:** 08/02/19

#### Proposal of publishing the data model spreadsheet on to Ofgem's website

AA shared that Ofgem is thinking on making the spreadsheet of the LDM data items available to the industry on its website in the same way Ofgem publishes the design products and the change requests in order to keep everybody aware of any changes on the data model and mappings. We will need to agree how and how this will be maintained and in line with the LDM.

#### Introduction of the Risks Workshop / Risk Log template

In addition to the risks and issues that Ofgem have already identified and that will identified in the future, Ofgem encouraged parties to share any possible risks and issues that may affect their organisations and the programme data activity as a whole to ensure we have a complete coverage of those risks and include them in mitigation plans. Ofgem propose the next DWG will include a review of industry risks and consolidate the information provided.

**Action:** To circulate an updated version of the Risk template which includes descriptions and the heatmap. **Person:** FM. **By:** 21/01/2019.

**Action:** To complete the template with any possible risk or issue and submitted to Switching PMO mailbox ([switchingpmo@ofgem.gov.uk](mailto:switchingpmo@ofgem.gov.uk)). **Person:** All. **By:** 04/02/2019.

#### DWG meetings: Agenda of next meetings and changes

TvU shared the key agenda items to be discussed in the incoming meetings. A Forward Look will be developed by Ofgem, regularly updated and issued with each DWG meeting pack:

- February: Data risks / Data cleanse progress reporting
- March: Data risks Log / Progress reporting / Introduction of the System Integrator / Introduction to data migration and data testing
- April: Introduction of the CSS provider / Approach to physical database

**Action:** To circulate an updated version of the Forward Look of meetings. **Person:** FM. **By:** 21/02/2019.

TvU informed that AA will chair the DWG meetings from February onwards. JW was also introduced as a regular collaborator to strengthen Ofgem's and the DWG's activity.

## 6. Any other business

- February's meeting remains as scheduled: 21/02/19

- It was requested to Ofgem to provide the pack and agenda earlier than 2 days ahead of the meetings. This was agreed.
- TvU alerted the meeting to issues of completeness in the LDM and requested DCC for an update on the issue on the logical data model in Abacus. IM informed that it seems to be an error or omission. [Post-meeting update: We have identified a number of omissions and inconsistencies in the LDM and these are currently being assessed. A full list will be shared with DWG members as soon as this is available, but not later than the next DWG meeting]

**Action:** IM to perform a quality check to investigate and fix the issue to ensure it will not occur again in the future, and to inform TvU when the model will be updated in Abacus in order to share the information with the group. **Person:** IM / TvU. **By:** 21/02/2019.

## 7. Date of next meeting

Thursday February 21<sup>st</sup>, 2019 at Gemserv 10:30 – 13:30.