

Data Working Group 04

From: Laura McHugh

Date: 21 February 2019

Time: 10:30am –
1:00PM

Location: Gemserv, Gartmore
House, 8 Fenchurch Pl,
London, EC3M4AJ

1. Present

Andrew Amato (Ofgem), Tony Van Uden (Ofgem), Laura McHugh (PwC), Komal Brown (Scottish Power), Andy Boojers (DCC), Sandeep Shinagare (DCC), Claire Trew (Orsted), Noemi Molnar (First Utility), Adam Rolph (First Utility), John Wiggins (Electralink), Sarah Mower (Gemserv), Alan Bateman (Gemserv), Nirav Vyas (Gemserv), Martin Hewitt (UK Power Networks), Mark Agnew (Centrica) Adam Iles (Centrica)

Phone: Elaine Carr (SP Energy Networks), Christine Pearson (DCC), Colin Bezant (PwC), Emma Lyndon (Xoserve) Karen Lee (Utiligroup), Lindsay Biginton (Utilita), Matt Townson-Jones (OVO Energy), Michael Payley (Xoserve), Sam Smith (GTC), Terry Carr (E.ON Energy), Sean Tierney (Scottish Power), Michelle Whittington (EDF Energy), Andy Matthews (Haven Power), Derek Clark (CNG), June Mallet (Haven Power), Chris Preddy (SSE)

2. Action Review

Ref	Area	Action	Owner	Due Date	Status	Comments
DWG 03-A01	Progress Reporting	Ofgem, Xoserve and Gemserv to work together to define ways of reporting progress across industry on data cleansing and other Stage 0 activity.	TvU/AA/JW/EL/ SM	February DWG	Closed	Draft reporting template developed and shared with DWG. (Agenda item 5) Conversations with Xoserve/Gemserv
DWG 03-A02	Mapping Exercise	Gas sector to provide existing system mapping.	Xoserve	February DWG	Closed	Xoserve mapping provided and in review

DWG 03-A06	LDM	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.	IM/TvU	February DWG	Closed	Covered at Agenda item 4 – new CRs to be raised and circulated to DWG.
DWG 03-A03	Risk Log	To circulate an updated version of the Risk template which includes descriptions and the heat map.	Flor Miranda	21 Jan 19	Closed	
DWG 03-A04	Risk Log	To complete the risk template & submit to Switching PMO mailbox (switchingpmo@ofgem.gov.uk)	All	4 Feb 19	Closed	
DWG 03-A05	Meetings	To circulate an updated version of the Forward Look of meetings.	Flor Miranda	February DWG	Closed	

3. Data Risks

AA thanked members for their contributions in submitting risks/issues and provided a summary of the proposed risk management approach for the programme in the DBT phase. In summary:

- Risk will be an ongoing agenda item going forward at Data Working Group meetings.
- The Data Working Group will be the programme governance group to manage and mitigate data risks and escalate upward to Implementation Group if necessary. Using the risks provided a consolidated view of key data risks will be developed and then incorporated into the central Programme risk register.
- The DWG will drive industry engagement and collaboration on data aspects of the programme.
- He explained that a number of the risks raised were broader, programme level risks and were captured and being managed centrally.

Discussion on Data Working Group Risks

DRs- 01-04 Related MPAN related activity regarding cleanse and activity. – A co-ordinated approach and a clear message and plan of when and how data goes live is needed. FSEG are responsible for managing the migration approach risk.

Action DWG04-A01 - FSEG are to agree and communicate the approach which should include clarification of cutover plans and market participants' responsibilities. **Owner** FSEG, **Due** 12 March 2019.

Action DWG04-A02 Ofgem will add new MPAN risks to the register, one on system and one on process. **Owner** AA, **Due** 21 March 2019.

DR-06 Energy Direction Indicator. - AA stated that there are no anticipated MPAS data item changes are necessary but a programme change request will be raised within the CSS design, and that there will be MRA changes required.

DR- 07 MAP ID Cleansing. – There has been analysis conducted at FSEG which showed this related to a single meter asset provider; this provider has been contacted and a remediation plan has been developed. The asset provider will send the updated data flow to the MOP.

DR-08 Meter Type Mismatches in ECOES. - There is a dependency on Meter Operators to correct the meter type mismatches in ECOES by sending a D0312 data flow. The flow will be used in a new way and there is a review session on this 22/02/2019.

Action DWG04-A03 – Supplier attendees to engage with their contracted agents to ensure that they are aware of the change and the role they need to play as it proceeds. **Owner** Suppliers **Due** Ongoing.

DR-11 Data Sharing. - Risk associated with data sharing with new third parties on a large scale. Propose to look at testing aspects and have a further discussion on this at future DWG, we will track this risk at programme level.

DR-12-15 Effective Industry Engagement. - These risks are manifested by a lack of effective industry engagement with the stage 0 activity and progress tracking. DWG will be the primary means of seeking to mitigate this. A point was raised that not all suppliers are accessing the cleanse reports available to them.

Action DWG04-A04 Ensuring awareness of activity, progress reports should be supplied. AA to discuss with Gemserv how to effectively ensure parties collaborate including actions for those parties not accessing reporting. **Owner** AA & SM, **Due** 21 March 2019.

DR-16 RELs. There is a risk that RELs may be incorrectly derived. The rules regarding REL creation will be discussed with the address provider once appointed and brought to DWG.

Action DWG04-A05 – Program coordinator and Ofgem data lead to discuss potential with address provider and develop an assurance approach to monitoring the generation / derivation of RELs and feedback to Data Working Group in April. **Owner** AA, **Due** April DWG.

DR-22 Data Sourcing. - Insufficient clarity on where the data should be sourced. When we approach physical design this will be the time to address this risk. The work done on mapping will also provide further detail.

DR-31 Data Cleanse. Delivery of full physical baseline identifies new data cleanse, full physical baseline is delivered after the industry data cleanse activity is complete.

DR-33 In Flight Switches. There is a risk that all data (including in-flight) scenarios may have been fully considered. Switches that will happen over the cutover period, this will be going from old to new regime there will need to be a process to ensure that switches happen in a controlled way. Participants were pointed in the direction of the Data Migration Plan and the Transition Plan, in particular [In Flight Switches approach](#).

Action DWG04-A06 – Ofgem to circulate links to [E2E Data Migration Plan](#), [CSS Data Migration Plan](#) and [E2E Transition Plan \(In Flight Switches Management Approach\)](#). **Owner** Ofgem, **Due** Complete.

DR-37 Meter Switch Code Data Cleanse. There is a risk that suppliers may not be able to complete this data cleanse for June 2019. There was a brief discussion on cleanse requirements and it was confirmed that this has been provided via FSEG.

Action DWG04-A07 Ofgem will review, consolidate, and update the risk register based on this discussion. **Owner** Ofgem, **Due** 21 March 2019.

4. Logical Data Model

AB summarised the previous activity of the FSEG sub group in mapping of the data elements within the switching end to end data model to existing industry data sets. As part of this activity the group identified a number of changes to update the Abacus model. The changes were primarily around the descriptions of some of the elements to be more reflective of the concept. DCC are planning to raise a number of change requests and will present these at the Design Forum now re-scheduled for 11th March.

Products will be updated in early April, on the assumption the change requests go through Design Forum and Design Authority on a timely manner.

Action DWG04-A08 Change Requests to be circulated to DWG when available. **Owner** Ofgem, **Due** Complete (circulated 5 March).

5. Progress Reporting

AA stated that progress on data activity will be reported monthly to the Data Working Group as a standing agenda item.

A draft report spreadsheet has been developed with colleagues from Gemserv and Xoserve which will be populated with data/updates for the next DWG meeting in March. The draft template will be circulated to DWG for comment.

We aim to capture RAG status, the next key milestone in the delivery, baseline and forecast completion dates. Key will be the commentary provided, especially for the data cleanse activity to ensure the data taken in the right context. It was suggested that cleanse data be reported graphically to show trend. This will be taken forward.

For gas reporting we aim to cover: Plot to Postal, introduction of MAP IDs, Shipper-Supplier Mapping, Licence Exempt Networks (LENs), and other address quality aspects. Electricity will include cleansing

(plot to postal and meter technical details) as well as the data related activities managed through FSEG & IREG (LEN indicator).

Questions were raised in respect of address quality and the protocols/hierarchy to be followed and on relation to timing of address matching activity. AA responded by stating that in terms of plot to postal cleansing, it will be the existing protocols/standards in use within the industry sector e.g. SAF. In terms of how an address is defined we would use appropriate tools and standards, but will be led by the address service provider when appointed. Also, that there would be visibility on timings once the service providers are appointed and plan re-non baselined (end May).

Action DWG 04-A09 Ofgem to circulate the draft Progress Report template for DWG to comment.
Owner DWG members **Due** 1 March 19.

6. Next Steps

A brief summary of the forward look of DWG meetings was provided as follows: -

March

- Consolidated data risks & progress reporting.
- Systems Integrator introduction.
- Data management principles.
- Updated prioritisation spreadsheet, we will bring this to this meeting and will have a further session to close this down for both gas and electricity industry perspectives.

April

- Progress reporting and risk discussion.
- Introduce the CSS provider.
- Introduction/approach to data migration / testing. SI will also be on-boarded and anticipate an initial discussion on views on data migration and testing.

May

- Progress reporting and risk discussion.
- Approach to physical design.
- Approach to REL creation and address testing.

Action DWG04 – A10 If there are items for interest attendees wish to bring to future meetings please flag these and we will consider these for discussion. **Owner** DWG Members **Due** Ongoing.

7. AOB

Note only - Plot address data cleanse for Gas is being handled by Xoserve for GTs.

Date of Next Meeting – Thursday 21st March 2019 (10.30 -13.30), Gemserv, 8 Fenchurch Place, London, EC3M4AJ.

Minutes



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