

**UNC Workgroup 0692S Minutes
Automatic updates to Meter Read Frequency**

Wednesday 22 May 2019

at Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA

Attendees

Chris Shanley (Chair)	(CS)	Joint Office
Kully Jones (Secretary)	(KJ)	Joint Office
Alan Raper	(AR)	Joint Office
Alexander Mann*	(AM)	Gazprom
Andy Clasper	(AC)	Cadent
Brandon Rodrigues*	(BR)	ESP Utilities
Carl Whitehouse*	(CW)	Shell
Dave Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Edward Fyfe*	(EF)	SGN
Ellie Rogers	(ER)	Xoserve
Fiona Cottam	(FC)	Xoserve
Guv Dosanjh	(GD)	Cadent
Lorna Lewin*	(LL)	Orsted
Louise Hellyer*	(LH)	Total
Mark Jones	(MJ)	SSE
Megan Coventry*	(MC)	SSE
Michael Lain*	(ML)	E.ON
Richard Pomroy	(RP)	Wales & West Utilities
Shardul Pandit*	(SP)	Wales & West Utilities
Steve Britton*	(SB)	Cornwall Insight
Tracey Saunders	(TS)	Northern Gas Networks

**via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0692/220519>

The Workgroup Report is due to be presented at the UNC Modification Panel by 21 November 2019.

1.0 Outline of Modification

Louise Hellyer (LH) introduced the Modification and provided a brief walkthrough of the slides presented at the Modification Panel meeting on 16 May 2019. She explained that although all sites with an AQ equal to or greater than 293,000 kWh and/or Smart or Advanced metering should have a monthly read frequency, this is not always reflected on the Supply Point Register. In addition, low read submission rates mean that Rolling AQ calculations are very infrequent and inaccurate AQs contribute to daily UIG.

Fiona Cottam (FC) in response to a question from Richard Pomroy (RP) confirmed that the 2,000 sites with an AQ value greater than or equal to 293,000kWh are Class 3 and 4 are read annually or every 6 months. These sites do not get reminders to provide a monthly read as a result.

RP suggested that some sites with Smart meters or AMR equipment have not had a read in over 3 months when the expectation was for these sites to submit monthly reads. He added that these sites do not have an obligation to provide monthly reads.

Mark Jones suggested that the Modification is tackling two separate areas, the first the sites with AQ values greater than or equal to 293,000kWh and the second the sites with advanced/smart meter reading equipment.

LH acknowledged that it is confusing to have a monthly read requirement in place but the site is not required to be Monthly read.

RP reminded Workgroup that Modification 0638 *Mandate monthly read submission for Smart and AMR sites from 01February (April) 2018* requires every site with a smart or AMR meter installed to submit one Valid Meter Read each month to Xoserve. He stated that if these sites were subject to the Monthly meter read frequency then there is an obligation for a read and they are subject to the must-read process. However, the must-read process was not designed for large volume of reads and was intended for I&C large sites which are a smaller number. If all Smart metered and AMR sites are Monthly read how would it be possible to differentiate between those that are subject to must reads.

LH queried whether it is a performance issue in relation to sites failing to submit reads. Tracey Saunders (TS) asked if the Performance Assurance Committee (PAC) had looked at the performance and if there was any reporting in place. LH indicated that current reporting is on read performance only and does not report on whether the sites have the correct meter read frequency.

FC reiterated that in relation to meter read submission levels it is critical to have accurate AQs to achieve the final UIG position. She added that 7 million sites have the technological capability to submit monthly meter reads and more needs to be done to encourage these reads.

Workgroup participants suggested that another issue is in relation to sites that have gone dumb.

LH briefly took Workgroup through slide 5 which set out the options that were considered before describing the proposed solution (slide 4). She highlighted that CDSP would set MRF to Monthly where:

- AQ increases above 293,000 kWh; or
- Smart/AMR equipment is recorded.

In addition, a one off clean up exercise would be undertaken to update sites currently with the incorrect meter read frequency. Consideration is also needed for sites that 'go dumb'.

She concluded her presentation by confirming the timetable for development which has been extended by Panel to 21 November 2019.

2.0 Initial Discussion

2.1. Issues and Questions from Panel

CS explained that the Panel members have asked Workgroup to consider two areas:

- What is the driver for a move from monthly (small m) to Monthly (see 0638V 0633V for background), will this make a difference to performance?
- Consider materiality for self-governance.

In relation to the first Panel question, Workgroup suggested that the proposer may need to clarify that monthly read for AMR/Smart should be different (no Must read requirement) to Monthly read for the sites with a large AQ (Must read is required) and or the impacts of making them all Monthly read need to identified.

In terms of the second question about materiality for Self-Governance, CS agreed to include a placeholder in the Workgroup Report for future discussion around the Panel questions, particularly if Workgroup consider these sites should become Monthly read. FC offered to provide read performance information to aid with the justification for change and any cost/benefits work.

A further discussion was held on dumb sites. CS sought Workgroup views/concerns if a site with smart metering or AMR becomes Monthly read but cannot be read remotely due to technical issues related to supplier transfers.

There was support for sites with an AQ equal to or greater than 293,000 kWh becoming Monthly read but sites with site metering/AMR would need more consideration. It was noted that there are apparently 1.5m sites with smart metering operating that are considered to be 'dumb' due to the aforementioned issues.

DA indicated that the meter mechanism should be able to provide a further breakdown of the type of equipment on site. Workgroup participants suggested that more information was needed on these types of meters and read performance and if a change of Supplier took place after it was fitted (if available).

New Action 0501: Xoserve (DA/FC) to provide:

1. A further breakdown of the types of AMR and Smart Meters (eg SMETS1 and SMETS2).
2. Meter read performance for the different categories – AQ greater than or equal to 293,000, Smart Meters and AMR Equipment.

Mark Jones (MJ) asked if Xoserve would send a flow notification to Shippers to indicate a site has moved from annual or 6 monthly read to Monthly read.

TS asked if meter read issues are picked up as part of suppressed items in the invoicing. FC indicated that they could be subject to read rejections.

Workgroup participants suggested that the proposer consider at the appropriate time whether the Modification should be split in two so that sites with AQ over 293,000 moving to automatic meter reads can be progressed immediately and more time can be given to consideration of Smart meters/AMR and how they should be treated.

RP stated that the Department for Business, Energy and Industrial Strategy initially said that all new and replacement meters have to be SMETS 2 but this has been subsequently changed to apply to new meters only.

2.2. Initial Representations

None received.

2.3. Terms of Reference

As matters have been referred from Panel a specific Terms of Reference will be published alongside the Modification at <http://www.gasgovernance.co.uk/0692/220519>

3.0 Next Steps

CS confirmed that the next Workgroup meeting will consider the action update as a means of understanding the impacts of the proposal and any changes required as a result.

4.0 Any Other Business

None.

5.0 Diary Planning

Further details of planned meetings are available at: <https://www.gasgovernance.co.uk/events-calendar/month>

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
10:30, Thursday 27 June 2019	Elexon, 350 Euston Road, London NW1 3AW	Detail planned agenda items. <ul style="list-style-type: none"> • Amended Modification • Consideration of Business Rules • Review of Impacts and Costs

Action Table (as at 22 May 2019)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0501	22/05/19	2.1	Xoserve (DA/FC) to provide: 1. A further breakdown of the types of AMR and Smart Meters (eg SMETS1 and SMETS2). 2. Meter read performance for the different categories – AQ greater than or equal to 293,000, Smart Meters and AMR Equipment.	Xoserve (DA/FC)	Pending