

Minutes of Code Advisory Group (CAG)

Meeting [50]

17 May 2024

MS Teams

Status of the Minutes: FINAL

MEMBERS PRESENT

Jon Fuller	JF	CAG member	Peter Strain	PS	CAG member
David Seymour	DS	CAG member (part of meeting)	Noel Bradley	NB	CAG member
Mike Rathbone	MR	CAG member (part of meeting)			

OTHER ATTENDEES

Chris Dawson	CD	MOSL (Chair)	Aneesa Rahman	AR	MOSL
Sayonee Nandi	SN	MOSL (Presenter)	Lisa-Ann Lott	LL	MOSL (Notes- following meeting)
Monica Falasca	MF	MOSL (Presenter)	Charis Kumanda	CK	MOSL

APOLOGIES


Sian Forward	SF	CAG member	Curtis Gladden	CG	Ofwat representative
Elliot Toone	ET	CAG member			


1. Welcome and Agenda


CD welcomed members, provided an overview of the agenda and requested members provide comments/feedback on the revised ToR by email.

2. Bilaterals supporting documents

Document	Notes	Recommendation
Wholesaler Action Notification Template	<p>MF ran through changes provided prior to the meeting noting these were following trading party feedback and review by OAG.</p> <p>MF highlighted proposal for 'Event start date' to be mandatory only for process D2.</p> <p>MF noted the additional column of 'Event completion date' which is optional. This links to provision in OSD 0706 for wholesaler to notify retailer of changes in start or completion date.</p> <p>JF noted would be useful to add event start time and event completion time to take into account routine maintenance.</p> <p>NB requested be made optional for all processes.</p> <p>MOSL to add event start and completion times to template and make optional for all processes.</p>	Members present agreed to recommend
OSD 0701	<p>MF ran through housekeeping change provided prior to the meeting highlighting within common step of defer request the addition of Inforqstcancel to section 14.1.4 (b) for clarity.</p> <p>CD noted code document updated to reflect functionality.</p>	Members present agreed 'minded to support'

<p>OSD 0711</p>	<p>MF ran through housekeeping change provided prior to the meeting noting within process J1 clarifications added regarding the SLAs detailed in section 2.2.2 and the SLA table.</p> <p>PS to review with connections team and revert due to prior notification required of reconnections.</p> <p>JF noted may require update to indicate if need to reconnect without 2 days advance notice contact should be made with the wholesaler in the first instance.</p> <p>PS noted reconnections can occur where SPIDs not labelled correctly and include a domestic element which must be reconnected immediately where incorrect disconnection happened.</p> <p>JF noted customers may make payment immediately after a disconnection and thus reconnection possible straightaway.</p> <p><i>DS joined meeting</i></p> <p>MOSL to review with OAG.</p>	<p>Members present agreed 'minded to support'</p>
<p> OSD 0707</p>	<p>MF ran through changes provided prior to the meeting noting two main updates:- process F9 (retailer to retailer enquiries) added and amendments requested previously by CAG adding SLAs for process F8 and F9.</p> <p>MF highlighted the updated definitions for requestor and responder wholesalers and retailers.</p> <p>DS enquired for both processes the necessity of the processes given normal communications through email.</p>	<p>Members present agreed 'minded to support'</p>

	<p>CD noted OAG reviewed potential Bilateral hub enhancements and this was prioritised by trading party members.</p> <p>JF enquired if can still be actioned outside of the Hub if preferred.</p> <p>CD noted contracts only between wholesalers and retailers and therefore retailers and wholesalers can choose to use if they wish.</p> <p>DS noted therefore not binding however acknowledged OAG input.</p> <p>MF highlighted the addition of an SLA to indicate best endeavours should be applied given no contracts between wholesalers and retailers.</p> <p>CD noted the SLA will not be tracked within the Hub at this stage.</p> <p>MF noted for process F9 the ability to cancel a request has been added.</p> <p>JF recommended footnote can be removed for both processes as SLA not tracked in the Hub.</p> <p>MF noted footnote remains for other non-tracked processes.</p> <p>JF noted for those processes where the footnote remains there are some SLAs within the table which are tracked.</p> <p>MF noted footnote incorrect and removed in flight during the meeting.</p>	
 Ops Terms	<p>MF ran through the changes provided prior to the meeting noting two types of changes made; standard</p>	<p>Members present agreed 'minded to support'</p>

	<p>updates due to introduction of processes F7 & F8 and items relating to the previously introduced M1 process.</p> <p><i>MR joined the meeting</i></p> <p>CD enquired if table detailing all process should still include B13 onwards.</p> <p>MF noted will be removed once decision made on structure of Operational Terms and all processes implemented.</p> <p>MF noted feedback received highlighting trading parties not using process M1 and thus clarification required in the code to direct its use.</p> <p>MF highlighted new section added to Ops Terms detailing which processes are included within M1 and for each process it is cross referenced along with its related OSD.</p> <p>MF noted within the Hub for LVI trading parties need to access M1 in order to utilise the processes within it and currently trading parties are not certain of this.</p> <p>CD noted mainly an LVI issue within the Hub and seeking to make code documents more transparent.</p> <p>MF further noted M1 existed in the Hub but not within the code and this update provides those details.</p> <p>JF noted M1 section useful and could be replicated under other sections/processes to shorten Ops Terms.</p> <p>DS noted paragraph 2.1.2 removed again following CAG feedback.</p>	
<p> CSD 0601</p>	<p>SN ran through the changes provided prior to the meeting noting additional amendment made since last meeting to add processes F9 and F8.</p>	<p>Members present agreed 'minded to support' based on</p>

	<p>CD noted document returned to being singular document until all processes implemented.</p> <p>SN highlighted the additional data items from D8603 – D8612 and additional transactions relating to those and where those had been added to relevant other data items as per previous processes.</p> <p>SN ran through the valid sets relating to Wholesaler F9W & F9R</p> <p>SN noted new valid sets D8604, D8608, D8610, D8611.</p> <p>SN confirmed the data transactions had been added to the numerical list of data transactions and the catalogue.</p> <p>SN ran through the state transitions F8W and F9R.</p> <p>JF noted for data transaction T201 as it is a generic process it now indicates for any .W raised when accepted it will create a .M transaction highlighting this will create significant traffic in particular for HVI users.</p> <p>MF to review and revert noting created to acknowledge requester wholesaler which is only applicable to process F8.</p> <p>JF noted may require brackets to indicate ‘process F8 only’.</p> <p>MF noted bracketed in process in state transitions but requires update to include responder wholesaler.</p> <p>NB agreed with the clarification noting from an HVI user perspective .Ms received in most scenarios anyway.</p>	<p>changes to be made prior to publication.</p>
<p>OSD 0705</p>	<p>MF ran through updates agreed with OAG noting already reviewed in the Wholesaler Action Notification template.</p>	<p>Members present agreed ‘minded to support’ based on</p>

	<p>MF noted within D1 updates made to clarify which process to use in relation to smart metering programme.</p> <p>MF highlighted minor clarifications in process D2 sections 3.1.2 and 3.1.9.</p> <p>JF noted if in disagreement or changing with negotiation with customer 3.1.8 indicates must still provide 22BD advanced notice and may not be feasible or sensible as works may be required as operationally impacting.</p> <p>CD noted Wholesaler may use right to continue or customer may agree an alternative date with wholesaler for work to take place and thus more flexibility required.</p> <p>JF noted D2 remains active whilst negotiating date with customer.</p> <p>MF noted 3.1.8 could apply as reasons are outside of wholesaler control.</p> <p>JF noted scenario exists where customer negotiations have occurred and either need to continue due to operational issues or move with customer agreement.</p> <p>CD noted requires greater flexibility.</p> <p>JF recommended, following notification, if there is a request to change the proposed date, the wholesaler and retailer shall work together to change the date or continued as planned’.</p> <p>MF to remove tracked change at section 3.1.9</p> <p>MOSL to review further with OAG and revert.</p>	<p>changes to be made prior to publication</p>
<p>OSD 0706</p>	<p>MF ran through changes noting made for process E3 in step 1 regarding triggering process when event outside of business day.</p>	<p>Members present agreed ‘minded to support’</p>

	MF noted change requested following trading party feedback. MF highlighted same update made to process E4.	
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3. Any Other Business (AOB)

MR and DS to review recording and provide votes ex committee.

CD requested members provide feedback on ToR by COB Wednesday 22 May.

CD requested members provide feedback on how to move forward with CSD 0601 given it is now 588 pages.

NB noted using CSD 0601 as building HVI at present and due to size is difficult to use.

NB recommended splitting out into three sections.

JF recommended working on other documents in the first instance noting not an HVI user.

JF agreed splitting into three sections suitable.

There being no further AOB Chair closed the meeting.

The next scheduled meeting: Friday 24 May