

Date:	29 th June 2016	Time & Location	12:45 – 13:45 – ReMCoWG - Dublin
Chair:	Jessica Gregory - ReMCoDS		
Attendees:	Name	Location	
	Alice Mooney	ReMCoDS	
	Dana Paraschiv, Alan Keegan	CER	
	John Bracken	ESBN	
	Lizzie Montgomerie	Gemserv	
	Gemma McHale, Joan-Edel Smith, A McHugh	NIE Networks	
	Sean Doolin, Jim Wynne	Electric Ireland	
	Kevin Sheridan	Energia	
	Adam Diamond, Catriona Barclay	Go Power	
	Siobhan Melvin, Adrienne Costello	SSE Airtricity	
	Kevin O'Kane, Peter Sedgwick	Budget Energy	
	Imelda McCoy	Power NI	
	John O'Dea	Eirgrid	
	Mark Speers, Stevie Donnelly, Gillian Kinsella	BGE	
Apologies:			
Version Number	1.0		
Status	Draft		

Agenda:

1.	Introduction
2.	ReMCoSG Meeting Feedback
3.	Actions from Previous ReMCoWG
4.	Actions – New ReMCoWG Actions
5.	ESBN/NIE Networks Update
6.	CER SMART Metering Update
7.	Retail Market Design Update
8.	Next Steps & AOB

1 – Introduction

J Gregory enquired if everyone was happy to sign off and approve the last Working Group Minutes.

Approved. All Agreed.

2 - ReMCoSG Meeting Feedback

J Gregory presented the ReMCoSG Meeting Update.

Refer to slide for details.

There has been one ReMCoSG Meeting held since the last ReMCoWG, which was held on 25th May 2016.

- CER provided a SMART Metering Update. A final Policy Drop for SMART Metering was made by CER. It was discussed that the original date for the proposed Cutover of Mid 2019 was not going to be met at this stage for various reasons. The next proposed dates were being assessed through the PMIG plus the implications of the actions.
- I-SEM update. Extensive engagements took place between the Meter Data Providers and the Market Rules Working Group attempting to identify all proposed changes to systems. Both CER and UR recommended that changes be kept to a minimum and an attempt should be made, where possible, to minimise any Schema changes. A working assumption was also made that there will be no changes to the Schema for I-SEM.
- ESNB gave a TIBCO Schema Programme update. At the time the Project was meeting all deadlines and was on target to be delivered. There was also a discussion off line between the two Regulators with regard to the Cutover date. The two Supplier Reps were not present for this detailed discussion. The outcome of the discussion was that the two RAs did not object to the Cutover date of 5th August 2016.
- An action was raised for ESNB and NIE Networks to look at the impact of the TIBCO delay on all other Co-ordinated Retail Programmes. As a result, ESNB/NIE Networks compiled a Report which was delivered to the two RAs. Questions were then raised by the RAs to which ESNB/NIE Networks provided answers. A further Action was opened for the CER and UR to provide a decision around the future Co-ordinated Market priorities and deliverables. The RAs hope to be able to provide this by mid July 2016 and a roadmap for the next number of years in relation to SMART, I-SEM, Schema Release etc.

3. Actions – Previous ReMCoWG

J Gregory provided the Action **Items Update**.

No Actions were closed since the last ReMCoWG Meeting.

2 Actions were opened at the last ReMCoWG Meeting.

1 Action was carried forward into this Meeting.

Action Items

140	Disaster Recovery – ReMCoDS to issue a note to Suppliers requesting them to provide a contact name & details (email & phone no.) for the Disaster Recovery Meeting organised by Secure Meters. Suppliers to respond to ReMCoDS with contact details.		
Update for ReMCoWG	<ul style="list-style-type: none"> ReMCoDS received 8 responses to this action. ReMCoDS collated these responses and forwarded them to NIE Networks. 		
Discussion at ReMCoWG	<ul style="list-style-type: none"> G McHale reported that a Disaster Recovery Workshop took place for both NI and ROI. Notes were issued to Suppliers following this workshop. Suppliers are urged to engage with Secure Meters going forward. Secure has detailed out its proposals and will produce a DR by the end of 2016. Secure will engage with all Suppliers individually in relation to this test going forward. J Gregory suggested that this action be closed and that a standing item be opened so this item can be discussed going forward. This was agreed. This action was deemed closed. 		
Forum Logged: WG	Assigned to: ReMCoDS/Suppliers	Status: Deemed Closed	Due Date: 29.06.2016

141	ESBN/NIE Networks to request from Capita the process for MPs to follow when an MP needs to take their EMMA offline. RMDs to then issue this process to MPs.		
Update for ReMCoWG	<ul style="list-style-type: none"> Action logged at the last ReMCoWG. 		
Discussion at ReMCoWG	<ul style="list-style-type: none"> J Gregory suggested that this action be closed as the new TIBCO Solution which goes live in August 2016 details extensive Documentation on the shut down/start up of EMMAs. G McHale reported that this matter was discussed at the Supplier Workshop that took place on 14th June 2016. A participant reported that he hadn't received the relevant documentation from the Supplier Workshop that contains the detailed steps. J Gregory replied that this documentation has been issued by TUP to other Suppliers as they have been using it as part of IPT2. She suggested that they should bring this matter up at the weekly Wednesday TUP Conference Call. Action deemed closed. 		
Forum Logged: WG	Assigned to: ESBN/NIE Networks	Status: Deemed closed	Due Date: 29.06.2016

142	ESBN/NIE Networks to produce a summary report describing the incident of the Unplanned Outage due to Capita building loss of power		
Update for ReMCoWG	<ul style="list-style-type: none"> Action logged at the last WG. 		
Discussion at ReMCoWG	<ul style="list-style-type: none"> J Bracken presented a slide on this action. See section 5, ESBN/NIE Networks Update for full details of this action. ESBN/NIE Networks will provide future updates on the Incident Report for the Outage on 2nd April 2016 provided by the External Auditor. Action to remain open. 		
Forum Logged: WG	Assigned to: ESBN/NIE Networks	Status: Remains open	Due Date: 31.08.2016

4. Actions – New ReMCoWG Actions

2 new actions were logged at this meeting.

143	Unplanned Outages - ESBN/NIE Networks to investigate if there is a Contingency/Disaster Recovery for the Hillview site for TIBCO (ROI and NI).		
Discussion at ReMCoWG	<ul style="list-style-type: none"> See section 5, ESBN/NIE Networks Update for details of this action. 		
Forum Logged: WG	Assigned to: ESBN/NIE Networks	Status: New Action	Due Date: 31.08.2016

144	TIBCO Upgrade Project - ESBN/NIE Networks to investigate when Suppliers will receive their End User Licence Agreement. To be escalated at the TUP project board.		
Discussion at ReMCoWG	<ul style="list-style-type: none"> See section 5, ESBN/NIE Networks Update for details of this action. 		
Forum Logged: WG	Assigned to: ESBN/NIE Networks	Status: New Action	Due Date: 31.08.2016

5. ESBN/NIE Networks Update

J Bracken provided the ESBN/NIE Networks update.

Capita Report

TIBCO Outages – ESBN/NIE Networks have made good progress as there were only 4 unplanned outages in June 2016.

Power Failure Incident Update – April 2nd 2016 Data Centre

J Bracken outlined slides on the Power Failure Incident that took place on April 2nd 2016 in the Hillview Data Centre – **Refer to slides for full details.**

He detailed the root cause of the failure, the problem diagnosis, the resolution approach (Senior Management Team decisions), customer impact, and the actions that were undertaken.

- This incident took place on Saturday 2nd April 2016 at 8:51 which resulted in TIBCO going down for approximately 29 hours until 13:30 on Sunday 3rd April 2016.

Capita has undertaken a full investigation into this extraordinary incident. At 8:51 on 2nd April 2016 there was a loss of power to the Capita Hillview Data Centre resulting in the loss of all TIBCO Services. As a result all incoming and outgoing messages were stopped. An electrical circuit breaker failed and the infrastructure didn't revert to normal mains electricity operation after the power was restored. On Friday night 1st April there was a power outage in Belfast and when power was restored it didn't come back to Hillview House. The back-up generator kicked in and provided power through the night of 1st/2nd April 2016. However, the circuit breaker didn't fail completely and was sending intermittent signals. The Generator worked until 8:21 on Saturday 2nd April until there was then a total shut down at 8:51.

A decision was made by Capita to replace the circuit breaker on Saturday 2nd April 2016 to ensure there wouldn't be another outage the following week. If this outage had occurred during the week then figures for messages not processed would have much greater. This incident poses the question as to how one component could bring down a whole Data Centre.

As a result of this outage an independent, external Consultant was engaged to visit the Data Centre and come back with an Objective Independent Report. ESBN/NIE Networks are expecting this report by the end of July 2016 and will follow through with any recommendations outlined in this report.

S Melvin asked at what point where ESBN and NIE Networks involved in the decision making process for this incident. G McHale added that NIE Networks was heavily involved in this incident from very early on with a view to getting all systems back up and operational as quickly as possible. J Bracken added that he was kept abreast of this incident on the hour on both Saturday 2nd and Sunday 3rd April 2016.

J Bracken asked if Suppliers would like visibility of this report and the recommendations. Suppliers agreed that they would like to see this report.

S Doolin asked if there is a separate Disaster Recovery processes in place for the Hillview site. J Bracken and G McHale replied that they will investigate if there is a Contingency/Disaster Recovery for the site. A new action was undertaken by ESBN/NIE Networks to investigate this.

Action 143: Unplanned Outages - ESBN/NIE Networks to investigate if there is a Contingency/Disaster Recovery for the Hillview site for TIBCO (ROI and NI)

5. ESBN/NIE Networks Update - Continued

J Bracken provided the ESBN/NIE Networks update.

TIBCO Upgrade Project

Refer to slides for details.

J Bracken reported that it is now 6 weeks to the Cutover on 5th August 2016. He outlined key dates on the Project plan.

Final Assurance Report is scheduled for 25th July 2016 with a Go/No Go decision on 1st August 2016. Hypercare will follow the Cutover and is moving to Belfast immediately after the Cutover on 5th August 2016.

He further detailed Performance tests, IPT 2, OAT, Market Comms, and Supplier Installs.

G McHale urged Suppliers to attend the Next Supplier Workshop that is scheduled for Tuesday 19th July 2016.

J Gregory added that there is a separate stream within TUP that is specifically looking after the Cutover. There will be a Market Facing Cutover Document which will detail all the specifics that each Supplier will need to undertake. The intention is to have this document available for Suppliers in advance of the Supplier Workshop on 19th July 2016. The Cutover weekend will have to be managed very tightly because of the huge volume of activities that have to take place. Extensive Cutover details, as well as the TIBCO and Schema Release, will be handled at the Supplier Workshop. The Hypercare Phase of the Project will also be supported by a Website which will be regularly updated with Q & As etc. and will be available to the Market.

J Bracken acknowledged the huge amount of work currently being undertaken by the TIBCO Project. He outlined the details of the Next period, detailing Performance Tests, Deployments, Market Comms, Market Assurance and Defects. There is one defect currently open and in progress which is affecting one Supplier.

K Sheridan reported that Energia is still exposed to a risk over the Cutover weekend and asked if the Contingency planned will be outlined at the Supplier Workshop. J Gregory replied that contingency will be detailed in the Market Facing Strategy Document and will also be discussed at the Supplier Workshop in July 2016. She further added that Viridian Group's particular issues are being addressed separately. She urged Energia to progress this issue at the Weekly Supplier Conference Calls.

J Bracken agreed that Viridian's concerns are being looked into.

K Sheridan further added that from talking to the Energia Project Lead, Viridian Group don't feel that, (a) their concern has been addressed as the Cutover Date hasn't been moved, and (b) that there isn't a contingency planned at this point.

G McHale reported that there currently is, and will be, further engagement with the Viridian Group on their concerns. She undertook to engage with the Viridian Group again with regard to their concerns.

M Speers asked the question as to when Suppliers will receive their End User Licence Agreements to sign. He reported that he has raised this question at the Supplier Conference Calls but has yet to receive any answer. J Bracken reported that he will investigate this matter and revert. A new Action was logged.

Action 144: TIBCO Upgrade Project - ESBN/NIE Networks to investigate when Suppliers will receive their End User Licence Agreement. To be escalated at the TUP project board.

6. CER Smart Metering Update

A Keegan provided the CER update.

- Personnel Changes - There have been a number of personnel changes within CER since the last SMART Metering Update.
 - ♦ Paul Brandon has left CER and is no longer the SMART Metering Policy Manager.
 - ♦ Philip Newsom, who was the I-SEM Implementation Manager, is now the Interim SMART Metering Manager for the next 3 months. It is then expected that Karen Kavanagh will return as the SMART Metering Manager in Sept 2016.A Re-plan Process is taking place on the Programme since May 2016. P Stack is leading on the NSMP Re-plan Exercise.
 - ♦ Stuart Colman is now the I-SEM Implementation Manager.
- SMART Metering - Some delays in the Programme have the potential to push out the date for Go-Live Services. In light of these delays the Commission took a decision in early May 2016 to undertake a Re-plan Exercise on the SMART Metering Programme. This was communicated to CER's Programme Manager's Group on the 23rd May 2016 and also communicated to CER's Senior Strategic Oversight Group on the 24th May 2016. The Re-plan Exercise comprises of 3 key components, the 1st is to review the Programme Plan and to establish all of the facts relating to the delays and the potential for that to impact on the May 2019 Go-Live date. CER has held a number of meetings with all the stakeholders on the Programme over the last number of weeks, which includes ESNB, GNI, Suppliers, DC&R and SEAI. A review was undertaken by the Programme to see what impacts a delay of the 2019 Go-Live date would happen if, pushed out to 2020 or even 2021. The second part of the Re-plan Exercise is to review the current Programme Governance Arrangements. CER is currently in Phase 3 of the National SMART Metering Programme Detail Design and Procurement. However, once the Procurement process concludes Phase 4 will commence that is the Build and Test Phase. The Commission was keen to review the Programme Governance not just to make sure that it is fit for purpose for phase 4, but also to ascertain how the delays which could affect the SMART Services Go-Live date emerged on the Programme and ascertain was it some sort of deficiency in the Programme Governance Arrangements that prevented these delays from being identified and understood earlier. CER has received some good feedback from Stakeholders as to how the Programme Governance Arrangements can be strengthened going forward. The third leg of the Re-Plan Exercise is to develop extensive mechanisms for the Networks Companies with regard to Price Reviews. ESNB undertook a Price Review that concluded in December 2015. CER will undertake some preliminary work on the incentives for GNI whose Price Control process is kicking off shortly. CER had originally intended to bring its emerging thinking on the Re-plan Exercise to Industry Stakeholders at a Forum which was due to take place yesterday, 28th June 2016. However, CER is still waiting for some additional feedback/inputs from some Stakeholders which will inform its thinking on the Re-plan Exercise. CER intends that this Forum will go ahead in 2 to 3 weeks time. CER hopes to have everything concluded by Mid July 2016 and expects to have essentially a package of Proposals/Recommendations that it will bring to the Commission by Mid July 2016. This will contain a new SMART Metering Go-Live Date, proposals for Governance arrangements for Phase 4 and proposals for incentives on the Network Companies.
- Cost Benefit Analysis Work stream. CER intends to re-run the CBA in Q4 2016. CER is in the process of finalising the templates on which Suppliers and Networks will fill in their costs for the Work stream. A Workshop took place with Suppliers yesterday, 28th June 2016, in relation to the CBA templates. CER expects these templates to be finalised in the coming weeks and then circulated to Industry Stakeholders.

7. Retail Market Design Update

J Gregory gave the Market Design Update.

MCR 1173 – Vulnerable Customers Implementation in ROI of SI463

J Gregory stated that this MCR was approved as a DR at the last IGG and is seeking approval as a MCR at this forum.

MCR 1173 – Approved.

Co-ordinated Market Releases.

Refer to Slide for details.

Co-ordinated Market Release 10.7 successfully completed on Thursday 2nd June 2016.

TUP/Schema Release 2015 – Will go live August 5th 2016. The CoBL and Market Message Guides will be updated to version V3.0 on the 8th August 2016.

Schema Release 2016 – Schema Release 2016 relates to the Co-ordinated Retail Planning Exercise (SC actions 134 and 135). Once the details of these actions are finalised the Project will then investigate when the next Schema Release will take place for the Co-ordinated Market.

IPT Phase of TUP and Schema Release 2015.

Refer to Slide for details.

IPT2

J Gregory outlined the stats of IPT2.

As it stands at the moment, things are looking good with IPT2. As of yesterday, 28th June 2016, no significant issues have been identified. ReMCoDS/NUEDA have undertaken extensive testing in both jurisdictions and the figures outlined are representative of each Market where more testing is taking place in ROI. NI and ROI IPT2 are running separately as there are different requirements for both.

There are Declarations that are part of IPT2 that Suppliers will be required to provide to ReMCoDS for ROI or NEUDA for NI. An additional Declaration will be issued which will gauge how Suppliers are feeling about the systems, how things have gone and to get Supplier's confidence for the Cutover.

IPT2 formally closes on 13th July 2016, there is no space for extensions and evidence submission will complete by Friday 8th July 2016. The Exit Report for ROI is due on 15th July 2016. The Assurance Report will be issued to both Regulators on 25th July 2016 for a Go/No Go decision on 1st August 2016.

D Paraschiv reported that she has replaced S mac an Bhaird as the CER Representative on the TIBCO Project. She added that CER supports the Cutover date of 5th August 2016. The Project is an ALL Go/No Go Project and requested that Suppliers send any concerns/questions to the TUP Team. If, however, any Supplier is not receiving satisfaction from TUP they should inform CER.

Outages.

To date, there are no planned outages for either ROI & NI in July 2016.

G McHale reported that there is a Public Holiday in NI on 12th/13th July 2016. NIE Networks will be issuing contact details for this 2 day Public Holiday period to Suppliers in due course.

8. Next Steps & AOB**Next ReMCoWG:**

- 31st August 2016 – Dublin.

AOB

Brexit & I-SEM. A participant raised a question in relation to the I-SEM Project and the Brexit Referendum in the UK. He asked if the Regulators have a view as to what will happen with regard to the I-SEM Project now that the UK has voted to leave the EU. CER, ESN and NIE Networks agreed that the I-SEM Project should continue to run “business as usual” until formal notification, if any, on this matter is received. It was also agreed that this matter should be discussed at future ReMCoWG Meetings