

Date:	31 st August 2016	Time & Location	12:45 – 13:45 – ReMCoWG - Dublin
Chair:	Jessica Gregory - ReMCoDS		
Attendees:	Name	Location	
	Alice Mooney, James Mahony	ReMCoDS	
	Dana Paraschiv, Priti Stack, Gina Kelly, Clare Mulcahy, Rachel Strong	CER	
	John Bracken, Theresa O'Neill, Aileen Greaves	ESBN	
	Lizzie Montgomerie, Nirav Vyas	Gemserv	
	Gemma McHale, Joan-Edel Smith, Andrew McHugh	NIE Networks	
	Sean Doolin	Electric Ireland	
	Kevin Sheridan, Krystle Chapman	Energia	
	Adam Diamond, Catriona Barclay	Go Power	
	Siobhan Melvin, Adrienne Costello	SSE Airtricity	
	Jennifer Forde	Brookfield	
	Niall Kelly	Click Energy	
	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 24th August 2016.

- CER provided a SMART Metering Update. The SMART Metering Replan is underway and is progressing with full engagement with ESBN and GNI. The aim is to formulate an End To End Programme Plan.
- CER provided an I-SEM update. The latest Quarterly I-SEM update was published on the All Ireland Project Website. Both CER and ESBN will give an I-SEM update at the IGG Meeting. G McHale reported that an I-SEM Presentation from an NI perspective was given at the CDA Meeting which immediately preceded this Forum.
- TIBCO Schema Programme – An update on the project in relation to the Go Live, Message volumes, Hypercare & Next Steps was given. The ROI Supplier Rep raised an item in relation to the process with regard to Suppliers receiving system alerts. This item was taken away by ESBN and NIE Networks and will be dealt with at the TUP Supplier Forums.
- A new action was raised at the SG - Action 136: (CER/UR to agree on how they want to receive the outcome of the TIBCO recommendations). This action was based on the recommendations made by the Assurance Bodies and how the outcome of these recommendations will be taken on board by the TUP, ESBN and NIE Networks and then to determine how they will be delivered back to the Regulators for review.
- Co-ordinated Retail Market Plan – Existing SG action 135: (CER/UR to provide a decision around the future Coordinated Market Priorities and deliveries of such). ReMCoDS is aware that some Suppliers have already raised questions around this. ESBN and NIE Networks produced a report which outlined the proposed Retail Plan for the next number of years. CER and UR were required to make a decision on the feasibility of the Plan and determine whether it should go ahead or not. The CER has reviewed and provided a position on the Plan. However, the UR is still to provide a position on this matter. There is also some engagement taking place between UR and NIE Networks on this matter. The outcome of the discussions between NIE Networks and UR could impact on the Plan. In order for ROI to progress it was agreed that ROI would need to be supported by CER/UR to move ahead assuming a schema release in 2018 would occur. However, if the UR comes back with something that may change that, this will need to be factored in as well. The lead time for a Schema Release is around a year so it is important that the approval to progress occurs soon to allow for planning by MPs, ESBN and RMDS etc.

S Melvin enquired why a 2018 Schema Release is mentioned in the SG slide as a 2018 date wasn't discussed at the SG but 2017 was. She raised a concern that there will be no Schema Release in 2017.

J Gregory acknowledged that although RA's, DSO's and ReMCoDS had seen the co-ordinated plan – it had not been approved by RA's and therefore not yet distributed to Market Participants. The first key date (beyond ISEM) in the plan is the schema release 2018. It is only fair to the market to mention the proposed date of the first co-ordinated market event in the plan which is 2018. This will allow some level of consideration to planning and budgeting activity. It must be acknowledged that this is not yet an approved plan but that CER have indicated they are minded to an approval of the proposal.

J Bracken added that the review and discussions relating to the Co-ordinated Retail Market Plan have been taking place for the last number of months. He acknowledged the need to produce a plan to market to allow budgeting and forward planning.

J Gregory added that the UR has said that it cannot commit to a Schema Release date as there are significant discussions taking place between it and NIE Networks. As a result, it was decided that it would make sense for ROI, if they have the formal support from CER and UR, to go ahead with the working assumption of the proposed Plan. Once the Plan is put forward, Suppliers will be given visibility of it and will be required to make comment and approve this plan.

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

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"> ESBN/NIE Networks to provide future updates on the Incident Report for the Outage on 2nd April 2016 provided by the External Auditor. 		
Discussion at ReMCoWG	<ul style="list-style-type: none"> G McHale reported that as of yet the summary Incident Report has not yet been published. This Report will outline a number of steps and actions that Capita have taken. Action to remain open. 		
Forum Logged: WG	Assigned to: ESBN/NIE Networks	Status: Remains open	Due Date: 02.11.2016

143	Unplanned Outages - ESBN/NIE Networks to investigate if there is a Contingency/Disaster Recovery for the Hillview site for TIBCO (ROI and NI).		
Update for ReMCoWG	<ul style="list-style-type: none"> ESBN/NIE Networks to provide an update. 		
Discussion at ReMCoWG	<ul style="list-style-type: none"> G McHale reported that the TIBCO Solution falls under the NIE Networks remit rather than falling under the Hillview Site for any DR scenario In the case of any major incidents, NIE Networks would make a decision on whether to invoke DR and the TIBCO Solution would be part of this decision. Action deemed closed. 		
Forum Logged: WG	Assigned to: ESBN/NIE Networks	Status: deemed closed	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.		
Update for ReMCoWG	<ul style="list-style-type: none"> ESBN/NIE Networks to provide an update. 		
Discussion at ReMCoWG	<ul style="list-style-type: none"> J Bracken reported that this item was escalated at the Project Board. The current status is that the End User Licence Agreements are imminent and should be sent out within the next 1 to 2 weeks. G McHale clarified that there will be two separate EULAs, one for TIBCO and the other for IBM. S Melvin enquired as to whom in each Organisation will these EULAs be sent to. G McHale replied that she has already raised this particular question. She thinks that it would be preferable that the EULAs are sent to the ReMCoWG/IGG/CDA Forum Contacts and not the Technical Contacts in each Organisation. This will be confirmed with Suppliers shortly. Action deemed closed. 		
Forum Logged: WG	Assigned to: ESBN/NIE Networks	Status: deemed closed	Due Date: 31.08.2016

4. Actions – New ReMCoWG Actions

2 new actions were logged at this meeting.

145	CER/UR to respond to ESBN/NIEs with a position on how to progress the Schema Market Release, specifically whether ROI/NI is supported in progressing planning activity for the 2018 Schema Release as detailed in the Co-ordinated Market Retail Delivery Plan.		
Discussion at ReMCoWG	<ul style="list-style-type: none"> See section 7 Retail Market Design Update for details. 		
Forum Logged: WG	Assigned to: CER/UR	Status: New Action	Due Date: 02.11.2016

146	CDA Forum Times for 2017 – ReMCoDS to reschedule the CDA Meetings in 2017 to 1 hour 30 minutes.		
Discussion at ReMCoWG	<ul style="list-style-type: none"> See Section 8 AOB for details. 		
Forum Logged: WG	Assigned to: ReMCoDS	Status: New Action	Due Date: 02.11.2016

5. ESN/NIE Networks Update

J Bracken provided the ESN/NIE Networks update.

TIBCO Update

J Bracken outlined slides on the TIBCO Update – **Refer to slides for full details.**

He outlined slides on the Project Plan, Message Volumes processed, Cut-over, Hypercare Period and Next Steps. He reported that:

- The Project is live and is in the 4th week of 6 weeks of Hypercare.
- The Cut-over went as planned and as per dress rehearsals.
- Some small issues occurred that were immediately resolved, e.g. some Suppliers not turning off their EMMA's, others not being logged onto their new EMMA and some password management issues.

He thanked the TUP Project Team for the delivery of this Project.

He added that currently the volume of messages processed is just over 2 million. One minor TIBCO issue surfaced on Thursday 11th August 2016 and was resolved the following day. The main issues relate to jeopardy on the Supplier's side.

Routine daily checks are continuing and the Supplier Conference calls taking place every Tuesday and Thursday. Market communications will continue during Hypercare but at a reduced level with individual Supplier interactions where required.

A Deferred Work Package and Testing is nearing completion and Lessons Learned Workshops are underway. The Project Close Out Report is also nearing completion. The Project has also to agree an approach to the Market Assurance Recommendations.

Supplier EMMA Outages July 2016

J Bracken outlined a slide on the Supplier EMMA Outages in July 2016.

He reported that there has been a slight increase in the number of Supplier EMMA Outages in July.

G McHale added that this matter was raised at the CDA Meeting which preceded this Forum. She stated that Suppliers are required to give a least two days notice of any outage. She requested that the Suppliers IT Teams familiarise themselves with the Supplier Operations Manual Document and follow the recommended process. Suppliers are also requested to continue with good housekeeping.

6. CER Smart Metering Update

R Strong provided the CER SMART Metering update.

- The Re-planning Process is currently underway which was initiated by the Commission in May 2016. There was an Industry Session scheduled for today but this has had to be delayed as the CER is still finalising the Networks Plans. CER has received plans from both ESNB & GNI and is currently working with them.
- CER plans to schedule an Industry Session with Suppliers in the coming weeks where the ongoing work and End to End Plan will be outlined.
- CER appreciates all the ongoing engagements from both Suppliers and ESNB.

7. Retail Market Design Update

J Gregory gave the Market Design Update.

Co-ordinated Market Releases.

Refer to Slide for details.

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

Schema Release 2015 – Went live August 5th 2016 with MCR 1111, MCR 1122 & MCR 1133 being delivered. The CoBL and Market Message Guides were updated to V3.0 on the same day. In ROI the Market Design is now at v11.0.

TIBCO Rewrite Project (TUP) – Went live successfully on 5th August 2016. Hypercare concludes on 16th September 2016. J Gregory thanked all the Market Participants for their co-operation for the duration of the Project especially during IPT where Suppliers were testing the systems.

Next Schema/Non-Schema Market Release

The decision as to when the next Schema Release and Non-Schema Release for both jurisdictions will occur depends on the outcome to SG Action 135 which was discussed earlier in the forum.

S Donnelly stated that a 2018 Schema Release is very far in the future.

J Gregory reported that it is important for Suppliers to get visibility of the overall Programme so they can see the plan for the next 5 years. Both I-SEM and an ESNB Upgrade will be taking place in 2017 all this work has to be scheduled and completed first before a Schema Release. A Schema Release has approximately one lead time where a prioritisation, decision on package content and date as well as the implementation and cutover have to be considered. In ROI specifically some of the Non schema MCR's are linked with the Schema MCR's (e.g. Eircodes). It is important that synergies and dependant delivery requirements are considered in planning both the Schema and Non Schema Releases. The Programme plan will be brought to the Market for review but this can't happen until it is an agreed plan from a RA perspective. She suggested as per the discussion at the recent SG, that the CER (who have shown support in principle for the plan) and the UR must formally support a decision for the DSO's and MPs to progress towards the next Schema Release.

S Donnelly asked if there is a target date for this yet.

J Bracken reported that the decision on the Go/No-Go on the plan has yet to be made. In the absence of

that decision some working assumptions can be made to move forward with. The sooner these are made the better.

G McHale reported that she cannot make any comment on the date of 2018 for a Schema Release as this date could change. A date needs to be agreed between the CER and the UR. A working assumption will then be put in place if necessary.

J Gregory added that an action needs to be logged at this Forum for the CER/UR to come back with an update at the next ReMCoWG as to how the next year or so is to proceed. That is, the CER/UR must provide formal support (or otherwise) for ROI and NI to progress towards a 2018 schema release as proposed in the Co-ordinated Retail Market Delivery Plan.

P Stack agreed and reported that this action is two pronged. The CER will review this and come back with an update. The UR will then have to come back with an update as well. It is important that if a working assumption is progressed then both Regulators will need to be comfortable with it. Both CER and UR will need to discuss this matter further.

A new Action was logged:

Action 145: CER/UR to respond to ESBN/NIEs with a position on how to progress the Schema Market Release, specifically whether ROI/NI is supported in progressing planning activity for the 2018 Schema Release as detailed in the Co-ordinated Market Retail Delivery Plan.

DR1180 – New Registrations

Refer to Slide for details.

J Gregory reported that this DR is seeking to be classified as ROI only. This DR is seeking to change the New Registrations process in ROI so that instead of Customers automatically going to one particular Supplier the Customer will be obliged to choose which Supplier they are going to before being energised and subsequently registered. This DR will be outlined in detail at the IGG Meeting.

DR1180 - Classified as ROI Specific.

DR1182 – Impact of I-SEM on the Retail Market

Refer to Slide for details.

J Gregory reported that this DR is seeking to be classified as ROI only and only covers the ROI Retail Market Changes in relation to I-SEM. This DR will be outlined by T O'Neill in detail at the IGG Meeting.

G McHale reported that from an NI perspective NIE Networks may not have the same extent of changes required for I-SEM but this will be addressed in due course. J E Smith reported that the changes will probably be Non-Schema impacting.

DR1182 - Classified as ROI Specific.

DR1183 – 010 Customer Validation Agreement

Refer to Slides for details.

G McHale reported that this DR was already discussed at the CDA Meeting that immediately preceded this Forum. This DR is for NI Only and only applies to Residential Customers. The DR will have to be updated to reflect this. This is Schema Impacting so NIE Networks will use a workaround solution until it can be included in a Schema Release.

J Gregory added there is currently a DR in relation to the Cooling Off Period in ROI being developed and it is beneficial to review this DR to understand how NI is responding to the Cooling Off Period policy. It is important for the Market to be aware of the two different applications in each jurisdiction and suggested that when the ROI DR is being drafted and discussed in ROI, that the NI solution be evaluated and considered in the ROI context.

G McHale added that in NI there are a number of ways the Customer can enter into a Customer Agreement including selecting a box online or recording of a phone call. The important piece of the DR is the date that the agreement was in place and from there the date is validated.

J E Smith added that when a Customer signs up with a Supplier to enter into a Contract the Supplier will make sure that they are signing up to the NIE Networks LV Connection Agreement.

J Gregory reported that NI's Cooling Off Period happens before the 010 Market Message is issued whereas ROI's proposal is that it starts from the day that the 010 Market Message is received.

DR1183 – Approved as a DR.

Outages.

To date, there are no planned outages for September.

8. Next Steps & AOB

Next ReMCoWG:

- 2nd November 2016 – Belfast.

1 item was raised in AOB.

Timings for CDA Meetings

S Melvin asked if the start/end times of the Forums Meetings could be reviewed. The CDA Meeting which preceded this forum only took 1 hour and 15 minutes instead of the 2 allotted hours. She suggested that the Agenda items be reviewed a week in advance before the Meetings and then the length of the meetings changed to reflect this. This will not be an issue in Belfast as the CDA is on last.

J Gregory asked if the CDA Meetings were in general finishing early and enquired if they should be shortened as standard. She added that it is much easier to have a set schedule as to keep changing before each Forum would become an administrative burden and potentially cause issues for MP's who don't review the times each session.

G McHale reported that at the moment there are no Agenda items being put forward for the ERIG Meeting (which follows the CDA part of the meeting). She suggested that an hour and a half would be more suitable.

J Gregory suggested that the CDA Meeting be reduced to an hour and a half and if NIE Networks know that they have Agenda items/Presentations which would extend the time, to contact ReMCoDS in advance and the slot would be extended to 2 hours. The standard is therefore to be 1hour 30 minutes and exceptions will be 2hrs. Although the change is particularly relevant for meetings held in Dublin, it is easier to manage the agendas and planning if meetings in Dublin/Belfast retain the same time management. This change will come into effect from 2017 onwards.

All attendees agreed to this.

A new action as taken for ReMCoDS to change the CDA Meetings to an hour and a half for 2017.

Action 146: CDA Forum Times for 2017 – ReMCoDS to reschedule the CDA Meetings in 2017 to 1 hour 30 minutes.