

Date:	28 th September 2016	Time & Location	3pm - Conference Call
Chair:	David Walshe, RMDS		
Attendees:	Name	Location	
	Jessica Gregory, Alice Mooney, Tracy Caffrey, Catherine Keane, Jim Mahony	RMDS	
	John Bracken, Aileen Greaves & Paul Mallon	ESBN	
	Gerry Halligan	MRSO	
	Siobhan Melvin, David Mulholland	SSE Airtricity	
	Sean Doolin	Electric Ireland	
	Stevie Donnelly, Gillian Kinsella, Mark Speers	BGE	
	Crystal Chapman	Energia	
	Eamonn Murtagh, David Gascon	Panda Power	
	David Grindel	Prepaypower	
Apologies:	<i>Gemserv</i>		
Version Number	1.0		
Status	<i>Draft</i>		

Agenda:	
1.	General
2.	Actions from Previous Call
3.	New Conference Call Actions
4.	CER Update
5.	Gemserv update
6.	MRSO Update
7.	ESBN Update
8.	Market Design Update
9.	Notice Board Planned Maintenance, Reminders from IGG, etc.
10.	AOB

1 – General

D Walshe requested approval of the previous Conference Call minutes.

Minutes v1.0 deemed approved.

2. Actions – Previous Conference Call & IGG

D. Walshe provided the Action Item Update:

Action Items	
948/1004	<ul style="list-style-type: none"> ▪ ESBN to analyse the process where Move Out with no Move In takes place and make proposals based on existing Supplier processes for best business practise within this area. Process must enable MPs to notify CMS when a move out without a move in takes place. Proposal to be issued to market in the form of a DR.
Update for CC	<ul style="list-style-type: none"> ▪ D Walshe advised that at the last IGG, J Bracken reported that a lot has happened within ESBN with regard to this action. ESBN held an internal Workshop to review this matter. Following a rough proposal outlined by ESBN, it had received a comment from one Supplier who indicated that they had some issues with the proposal. ESBN is also investigating the legal and safety considerations together with some issues from a technical and integrity point of view. ESBN needs to come back with an understanding and plan on how they will progress this further. The short term solution is not going ahead due to legal and safety implications that have come to light. The GNI Solution may form part of any potential solution that ESBN is looking into and welcomed any further feedback from Suppliers. ▪ No further responses from Suppliers have been received. ▪ ESBN to provide an update.
Discussion at CC	<ul style="list-style-type: none"> ▪ J Bracken reported that the next step is for ESBN to schedule a meeting with GNI to see how it operates this scenario and ascertain what principals GNI follows that don't lead to safety and legal issues. ▪ He asked if SSE could provide him with a contact in GNI. ▪ D Paraschiv replied that Douglas O'Brien is the contact within GNI to engage with and provided J Bracken with his contact details. ▪ J Bracken advised that he will make contact with Douglas and will have an update at the next IGG. ▪ S Melvin requested that if ESBN has any proposals from talking to GNI could they be sent to Suppliers ahead of the next IGG to facilitate internal discussion. ▪ Action to remain open.
Forum Logged: IGG Assigned to: ESBN Status: Action remains Open Due Date: 02.11.2016	

986	Technical Details - DR covering the importance of appropriate Technical Details (name and phone) to the 010 to be drafted. Detail to be added to MPD 01 & 02
Update for CC	<ul style="list-style-type: none"> ▪ At the IGG, J Bracken reported that due to the TIBCO Cutover ESBN has yet to commence work on this DR. ESBN will work on this DR going forward. ▪ ESBN to provide an update.
Discussion at CC	<ul style="list-style-type: none"> ▪ A Greaves reported that ESBN has scheduled internal meetings to discuss this matter. There will be further workshops within ESBN in advance of the drafting of the DR. ▪ ESBN will have an update with regard to the timings of this DR at the next IGG. ▪ Action to remain open.
Forum Logged: IGG Assigned to: ESBN Status: Action remains Open Due Date: 02.11.2016	

1012	CER to circulate the Terms of Reference of the IGG to all Participants via RMDS.			
Update for CC	<ul style="list-style-type: none"> ▪ On 27:09 RMDS circulated the Terms of Reference of the IGG on behalf of the CER. ▪ D Walshe enquired if this action can be closed. 			
Discussion at CC	<ul style="list-style-type: none"> ▪ D Paraschiv questioned if the action was to simply circulate the Terms of Reference and asked if the objective of this action was for Suppliers and ESNB to provide an update. ▪ J Gregory replied that the Terms of Reference now need to be discussed offline between RMDS, ESNB and CER but would value any input from Suppliers as well ▪ S Melvin stated that under the next steps section of the TOR it says that the “Commission will now publish a Code of Governance for the Retail Market in ROI which will incorporate the provisions that are documented in this Paper”. She enquired if this Code of Governance has also been published. ▪ D Paraschiv replied that a Code of Governance has not been published. ▪ J Gregory added that a Retail Market Code was discussed at the last IGG and an action was logged (IGG Action 1018). She believes that a potential Retail Market Code would feed into or be the Code of Governance Document. ▪ S Donnelly enquired if a new version of the TOR will be available as updates are going to be made to this document which Suppliers will feed into. ▪ J Gregory reported that the purpose of the issuing of the TOR was to identify whether the IGG was currently doing what it originally was set out to do. A further exercise is necessary whereby Suppliers provide feedback on whether they feel that the TOR are currently suitable or not. Along with this, CER and RMDS will assess whether in their view the TOR are still accurate and whether any additions/amendments need to be made. She requested a new action be logged for Suppliers to submit comments on the TOR. <p>New Action 1021: Suppliers are requested to submit comments on the Terms of Reference of the IGG to CER via RMDS.</p> <ul style="list-style-type: none"> ▪ Action 1012 deemed closed. 			
Forum Logged: IGG		Assigned to: CER	Status: Action deemed Closed	Due Date: 28.09.2016

1017	Green Source Verification Process Clarifications and revised timelines - Suppliers to submit questions/comments to CER (via RMDS) on the Green Source Presentation outlined by CER.			
Update for CC	<ul style="list-style-type: none"> ▪ This was a new action that was logged at the last IGG. ▪ On 23.08 RMDS sent an email to Suppliers as requested by CER as no responses had been received. ▪ Subsequently RMDS received 1 response which was forwarded to the CER. ▪ CER to provide an update. 			
Discussion at CC	<ul style="list-style-type: none"> ▪ D Paraschiv reported that no further responses were received by CER. She requested that all queries in relation to Green Source Products be forwarded to C Mulcahy and copied to P Stack in CER. Suppliers are urged to submit questions/comments by 3rd October 2016. ▪ S Doolin added that he was talking to C Mulcahy on this matter and asked for extra time to provide a response and C Mulcahy agreed to this. ▪ D Paraschiv added that she is not in a position to allow extra time for responses as she is not sure if any extra time would impact on the deliverables. She requested that any requests for extra time be sent to C Mulcahy. ▪ It was agreed that this action should be remain open. 			
Forum Logged: IGG		Assigned to: Suppliers	Status: Action remains Open	Due Date: 02.11.2016

1018	Retail Market Code - CER is in the process of considering framework and requirements for a Retail Market Code. Suppliers are requested to submit comments/suggestions to CER (via RMDS) relating to proposed framework, content and requirements.		
Update for CC	<ul style="list-style-type: none"> ▪ This action was logged at the last IGG. ▪ To date RMDS hasn't received any responses from Suppliers for CER. ▪ CER to provide an update. 		
Discussion at CC	<ul style="list-style-type: none"> ▪ D Paraschiv reported that the CER has not received any responses from Suppliers and requested that this action be kept open. CER will provide an update at the next IGG in November. ▪ S Doolin asked if this action is a proposal to change an existing Retail Market Code. ▪ D Paraschiv replied that she is not aware of the existence of a Retail Market Code. The current Retail Market documentation consists of the Suppliers Handbook and legislation and the rules of the Market Design. CER is currently considering if there should be a repository for all rules and regulations that apply to Suppliers in relation to the supply of Electricity to Domestic and Small and Medium business as currently one does not exist. ▪ S Doolin enquired what would Suppliers therefore be commenting on, and asked if there are the bones of such a framework and what it might look like. ▪ D Paraschiv replied that is why the CER is inviting opinions on the actual backbones of it. ▪ J Gregory added that CER presented a few suggestions that would be covered by a code at the previous IGG and asked Suppliers to review these in the previous IGG minutes. She added that there is an equivalent type of Retail Code in NI and suggested that Suppliers review this code and determine what would be relevant for the Retail Market in ROI. ▪ G Kinsella reported that BGE are struggling with the equivalent document in NI and would appreciate more information as its not particular clear on what is required. She also enquired as to whether this Retail Code would be a replacement of what is in the Meter Registration Agreement. She asked for clarification on this and said that BGE would be in a better position to comment once clarification is given. ▪ G Halligan reported that there is a Meter Registration Agreement that is currently used in the ROI Market and the potential Retail Market Code will set out to replace this document. ▪ J Gregory added that the Meter Registration Agreement is available on the RMDS Website under Guidance documents. She further added that RMDS will take an action to source the NI Retail Market Code, establish whether it is appropriate to circulate to ROI MPs and if so, circulate to Suppliers through the ReMCoWG Forum. <p>New Action 1022: RMDS to circulate if possible the NI Retail Market Code to Suppliers.</p> <ul style="list-style-type: none"> ▪ Action 1018 to remain open. 		
Forum Logged: IGG	Assigned to: Suppliers	Status: Action remains Open	Due Date: 02.11.2016

1019	Revenue Protection - Suppliers to submit nominee details, if any, for the Revenue Protection Group to ESNB via RMDS		
Update for CC	<ul style="list-style-type: none"> This action was logged at the last IGG. RMDS received Nominee details from 6 Suppliers. RMDS forwarded these Suppliers details to ESNB. 		
Discussion at CC	<ul style="list-style-type: none"> J Bracken reported that ESNB has pencilled in a date in October 2016 for a Revenue Protection Workshop. As a lot of nominees have been put forward he suggested that at the first workshop, only one Representative from each organisation could be selected to attend further workshops. Action deemed closed. 		
Forum Logged: IGG	Assigned to: Suppliers	Status: Action deemed Closed	Due Date: 16.09.2016

1020	CER Rebrand - CER to provide details of the CER Rebrand & Timelines to Suppliers via RMDS.		
Update for CC	<ul style="list-style-type: none"> This action was logged at the IGG. CER to provide an update. 		
Discussion at CC	<ul style="list-style-type: none"> D Paraschiv reported that she discussed this matter with the PR Officer in CER. The CER Rebrand will not however start until Q1/Q2 2017. She is unclear of the reason for the delay but may have something to do with the legislation and the Energy Bill. CER hopes to have a clearer timeline of the Rebrand for the next IGG. Action to remain open. 		
Forum Logged: IGG	Assigned to: CER	Status: Action remains Open	Due Date: 02.11.2016

3. Actions – New Conference Call Actions

2 actions were logged at the Conference Call.

1021	Suppliers are requested to submit comments on the Terms of Reference of the IGG to CER via RMDS.		
Discussion at CC	<ul style="list-style-type: none"> See action 1012 for details of this action. 		
Forum Logged: CC	Assigned to: Suppliers	Status: NEW Action	Due Date: 02.11.2016

1022	RMDS to circulate if possible the NI Retail Market Code to Suppliers.		
Discussion at CC	<ul style="list-style-type: none"> See action 1018 for details. 		
Forum Logged: CC	Assigned to: RMDS	Status: NEW Action	Due Date: 02.11.2016

4. CER Update

D Paraschiv provided the CER update.

- The revised version of the Supplier Handbook and the Decision and further Consultation Paper are due to be published by the middle of October 2016.
- The CER has communicated with Suppliers with regard to the Annual Compliance Audit and methodology and timelines. CER will engage with Suppliers shortly to set dates for site visits.
- The Consumer Survey is due to be published by the end of this week.
- One of the Regional Market Reports will be published by the end of September 2016.
- The Consumer Focused Assessment of Development of Competition of Energy Markets is expected to be published by the end of 2016, possibly in November.
- Green Source Products – Work with Suppliers on Green Source Product Verification is ongoing and CER will be sending out individual letters to those Suppliers who have completed the process. Suppliers are requested to send comments on CER Green Source product Verification in relation to IGG Action 1017 by Monday 3rd October so that CER can address them at the Information Meeting which is due to be scheduled as soon as possible.
- Typical Consumption – work is at an advanced stage.
- The Audit of the Accredited Price Comparison Websites has commenced.

S Donnelly enquired if there is going to be a Workshop for the Green Source Products.

D Paraschiv replied that Information Meetings will be scheduled once Suppliers have responded to IGG Action 1017.

5. Gemserv Update

Gemserv was not present on the Conference Call.

J Gregory gave an Assurance update at the Retail Market Design Update in Section 8.

6. MRSO Update

G Halligan advised that there was no MRSO update.

7. ESB Networks

J Bracken provided an ESN update.

TIBCO Upgrade

J Bracken advised that the Hypercare period has finished.

8. Retail Market Design Update

D Walshe & J Gregory gave the Market Design Update:

D Walshe gave an update on LTCA.

- LTCA – Website is updated.
- Progress report #1 issued on Friday 23/9.
- Independent External Auditor starts on 05/09, scheduled to finish early December 2016.
- ESN/Auditor Meetings arranged for 5th-7th October 2016.
- Kick off Meeting with Suppliers to be arranged provisionally for 12/10. The Meeting date will be circulated on 29.09 and the venue will be chosen by Deloitte.
- Starting next week Supplier Meetings will be arranged for their contribution.
- Weekly LTCA Reports will be posted on the Private LTCA page on the RMDS website. Suppliers who don't have access to the private website are urged to make contact with their Representative in Company who can arrange access.

J Gregory gave an update on the DR/MCRs.

DR/MCRs**MCR 1167 - Facilitate energy efficiencies in Local Authority Public Lighting.**

The new version of this Public Lighting MCR was issued to Market Participants on 27th September and will be brought to the next Forum for Approval. This MCR deals with the addition of 7 load profile codes. The Local Authorities are other stakeholders in this MCR so RMDS has separately communicated with them as well as issuing the MCR to them. RMDS expects that the Local Authorities will also sign off the MCR ahead of the next IGG.

DR1180 – New Registrations & DR 1184 Cooling Off for CoS.

The intention was to bring DR 1180 to the next IGG for approval. This may not occur as the final design relating to the Cooling off Period needs to be determined before the cooling off section of the New Registration design can be finalised. There has been quite a lot of engagement with Suppliers on the New Registration DR and RMDS thanked Suppliers for this and their thorough assessment of what is being proposed. Most of the queries from Suppliers relate to the Cooling Off period.

RMDS met with CER on 27th July and the intention is that the Cooling Off DR (DR 1184) needs to be finalised before DR 1180 can be completed. These two DRs will almost be run in parallel. The intention is to issue the Cooling Off DR to Suppliers in advance of the next IGG for review and discussion. RMDS is not expecting to get the Cooling Off DR signed off at the next IGG but would appreciate Supplier feedback in the same way that has been provided for the New Registration DR.

MCR1182 – Impact of I-SEM on the Retail Market in ROI

This MCR will be going to the next IGG for Approval.

Other Design Areas

J Gregory gave an update on other Design Areas on the Retail Market.

Hardship Prepayment Solution.

RMDS is engaging with KMS in ESNB with regard to an issue identified by a Participant. The issue appears to be a move from current design in WP19 without it being released to market for communication and approval. The outcome of the engagement with KMS may end with a DR.

Net ISU & I-SEM Assurance Strategy

RMDS has commenced engagement with Gemserv on both the Net ISU and I-SEM Retail Projects to get

an Assurance Strategy for these two pieces of work. With regard to the Net ISU Strategy, the intention is to bring this to the next IGG in November and seek approval. RMDS has identified proposed dates for IPT for next year. RMDS is not sure if the I-SEM Assurance Strategy will be ready in time for the IGG in November. If not it shall be ready for the following IGG in early 2017.

Schema Release/ Non-Schema Release

RMDS has received a number of enquiries from Suppliers with regard to the expected schedule of delivery of MCRs during the next Schema or Non schema release. RMDS acknowledges all those enquires and the fact that Suppliers are interested to know when the next releases are happening. As of yet, RMDS does not have a date or details for these releases. However a lot of work is ongoing with the DSO's, CER, and UR in terms of looking at how the Retail Programme is going to pan out over the next 5 years. RMDS hopes to have some update on this at the next IGG.

In preparation for releases RMDS is running a reprioritisation exercise to identify all the MCRs and DRs which would be approved imminently. This list of approved MCRs and pending DRs will be outlined at either the next IGG in November or the following Meeting in early 2017.

S Donnelly enquired if the DR/MCRs outlined earlier are Schema or Non-Schema impacting. J Gregory replied that MCR 1167 Public Lighting is Schema Impacting. Both DR 1180 New Registrations & DR 1184 I-SEM are Non-schema Impacting. It is unclear at this stage if MCR 1184 Cooling off is Schema or Non-schema impacting as this DR has yet to be finalised.

9. Notice Board: Planned Maintenance, Reminders from IGG etc.

Outage Dates:

RMDS has just become aware of 2 outages for ROI only.

- Saturday 8th October from 22:00 until 18:00 on Sunday 9th October 2016 - Hardware changes for ESNB.
- Friday 28th October from 20:00 until 23:00 on Sunday 20th October 2016 - Hardware changes for ESNB.

Both outage details will be circulated by RMDS and full details will be available on the Outage page on the RMDS website.

10. AOB

No AOB was recorded.

Next IGG:

- 2nd November 2016 in UR Belfast.