

PCW/Supplier Forum – Data Capture, Validation & Transfer Working Group – meeting 2

Agenda - Thursday 27 May 2021 @ 11am

Item	Topic
1	<i>Introduction and meeting aims</i>
2	<i>Discussion: Date Capture Requirements including:</i> <ul style="list-style-type: none">- <i>Change of Tenancy</i>- <i>Opening Reads / Point of Sale Reads</i>- <i>Market Sector Indicator</i>- <i>Credit Vetting</i>
3	<i>Vulnerable customer / Priority Service Register information capture</i>
4	<i>Discussion: Gas & Electricity Enquiry Services</i>
5	<i>Consideration of process map and timings (five and next WD scenarios)</i>
6	<i>Proposed Work Plan for this Working Group and dates of future meetings</i>
7	<i>Review of Actions Log</i>
8	<i>Updates/additions to the Forum Risk Register</i>
9	<i>AOB</i>

Meeting aims....

- Continued discussion on the topic of **Data Capture**, specifically Forum member views on the content of the Data Capture Requirements document recently issued.
- Consider the following Data Capture topics in more detail: Change of Tenancy, Opening Meter Readings, Market Sector Indicator and Credit Vetting.
- Identify and discuss any implications for vulnerable customers i.e. the potential for customer detriment or poor experience and any opportunities to improve the existing process/experience.
- Consider whether it would be helpful for representatives of GES and EES to present at a future Working Group meeting and if so, what specific topics or questions should be addressed.
- Review the high-level process map/timelines for Data Capture, Validation & Transfer and continue to consider against faster switching timescales.
- Provide oversight of the proposed Working Group approach and confirmation of future meeting dates
- Review the Working Group Actions Log
- Review and update the Forum Risk Register as required.
- Finally, consider any items of AOB from Working Group members