

Meeting notes & actions.

The purpose of the fifth Working Group meeting of the Data Working was to consolidate and conclude discussions undertaken over the past four meetings.

Progress against Terms of Reference

Slide 5 – the Forum agreed that work against the associated Terms of Reference has been concluded. Any outstanding actions or risks will be progressed via discussion at the Main Forum.

Data Capture

The Working Group reviewed the latest version v0.4 of the Data Capture Requirements document.

Specific consideration was given to the new data items identified, noting that not all of these are a direct requirement of the introduction of Faster & More Reliable Switching.

Customer Requested Switch date. A question was raised for forum consideration – is the previously agreed forum position of (no change) valid in a rising market and when the difference between ‘standard’ switch times and 28 days increases significantly? It was concluded that the forum position should remain unchanged, as detailed below.

‘The Forum agrees that as there are not any material changes to the current obligations, as detailed within the Supply Licence Conditions, no changes to existing arrangements are required unless agreed bilaterally between parties.’

Data Validation

Further to forum discussions on this topic, Data Validation outputs will now be included within the baselined version of the Data Capture Requirements document.

Action: *The Chair to update and circulate a baselined version v0.5 of the Data Capture / Validation Requirements document for final Forum member review.*

Data Transfer

There was no further discussion on this topic as the Forum had previously agreed the following position.

'The processes for data transfer between PCWs and Suppliers are agreed bilaterally. Though not directly impacted by the introduction of Faster and More Reliable Switching, Forum members agree that process improvements should be progressed when appropriate to increase the frequency and speed of transfer.'

Process Map and Timings slide

Slide 18. Further to Working Group discussion, further amendments will be made to this slide and reissued as a baselined version for forum member review and comment. These include: 'Happy path' clarification, alignment of terminology with other forum outputs, reference to consent to bill implications and amendment to the batch process elapsed time.

Action: *The Chair to update and reissue the slide for forum member review.*

Action: *Following review, the Chair will walkthrough with Ofgem, providing associated commentary and linkage to forum agreed positions and regulatory policy interpretation.*

Progress against Questions

The Chair noted that the majority of questions related to this Working Group have been addressed. Slide 20 identifies the questions that require further consideration. These are specifically related to the topics/risks of access to industry data and access to and use of the Retail Energy Location.

The Chair reminded the Working Group that an updated version of the Questions paper was circulated on 25 August for forum member review.

Actions Log

There is only one outstanding action, other than the new actions from this meeting. Action D1-035 remains in progress and an update will be provided at the next Main Forum meeting.

Risk Register

There are a number of outstanding risks associated with this Working Group. These risks will continue to be progressed and updates will be provided to the Main Forum meeting.

Other Matters

The Chair advised that, as previously agreed, several forum decisions/agreed positions have been referred to Ofgem for their consideration. The aim is to avoid later rework should

Ofgem have any differing views or opinions on the approach or interpretations taken by the forum.

Feedback received will be presented back at a future Main Forum meeting.