



respect > commitment > teamwork

## Retrospective Updates Referral Arrangements

### Examples of the Interim Arrangements

9<sup>th</sup> February 2016

# Background

- Two actions captured from the 29<sup>th</sup> January 2016 meeting:
  - Action 0106: Xoserve to supply detailed information regarding the consumption adjustment process
  - Action 0107: Xoserve to supply more detail on the manual process for Option 3 for the SSP market
- Following slides provide examples on how the interim arrangements work using the existing files and processes
- These examples should be used in conjunction of the 'Retrospective Adjustment (Modification 0434) Deferral Arrangements'



# Meter Removals

xserve



respect > commitment > teamwork

# Meter Removals Overview

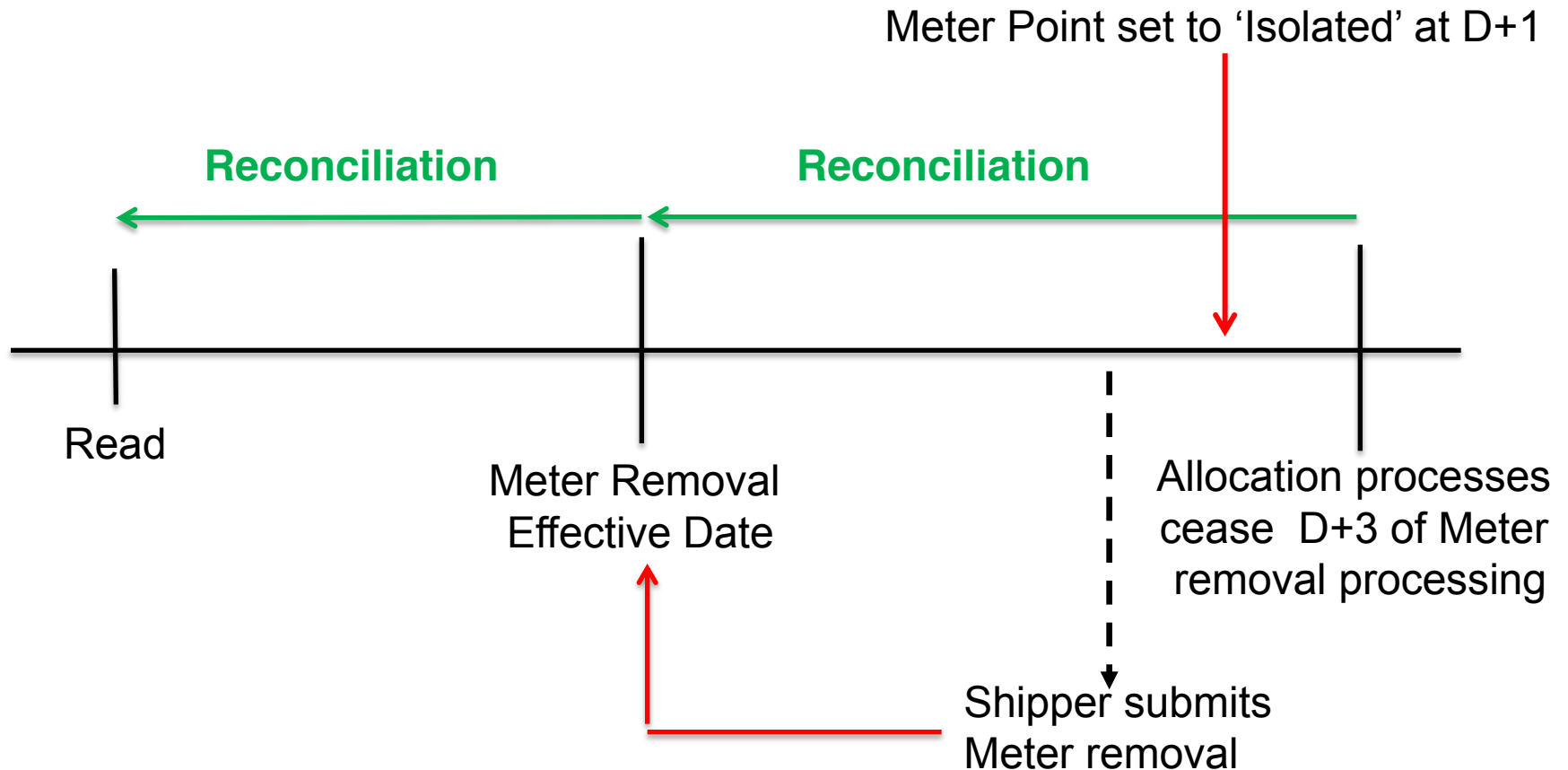
- Request to remove the meter must be submitted via JOB/UPD
- Effective date of the removal must be for a date after the last read recorded
- Removal read must be equal to or greater than the last valid read recorded
- Allocation processes will cease on D+3 days from the date of the accepted request to remove the meter
- Meter point set to isolated on D+1 from date of processing the request
- Reconciliation process will take account of the period from the request processing date to D+3 (allocation)
- For Class 1 & 2, if the updates are received within GFD+5 the daily allocations will be re-calculated to zero (previously D-7 estimates created).

**xserve**



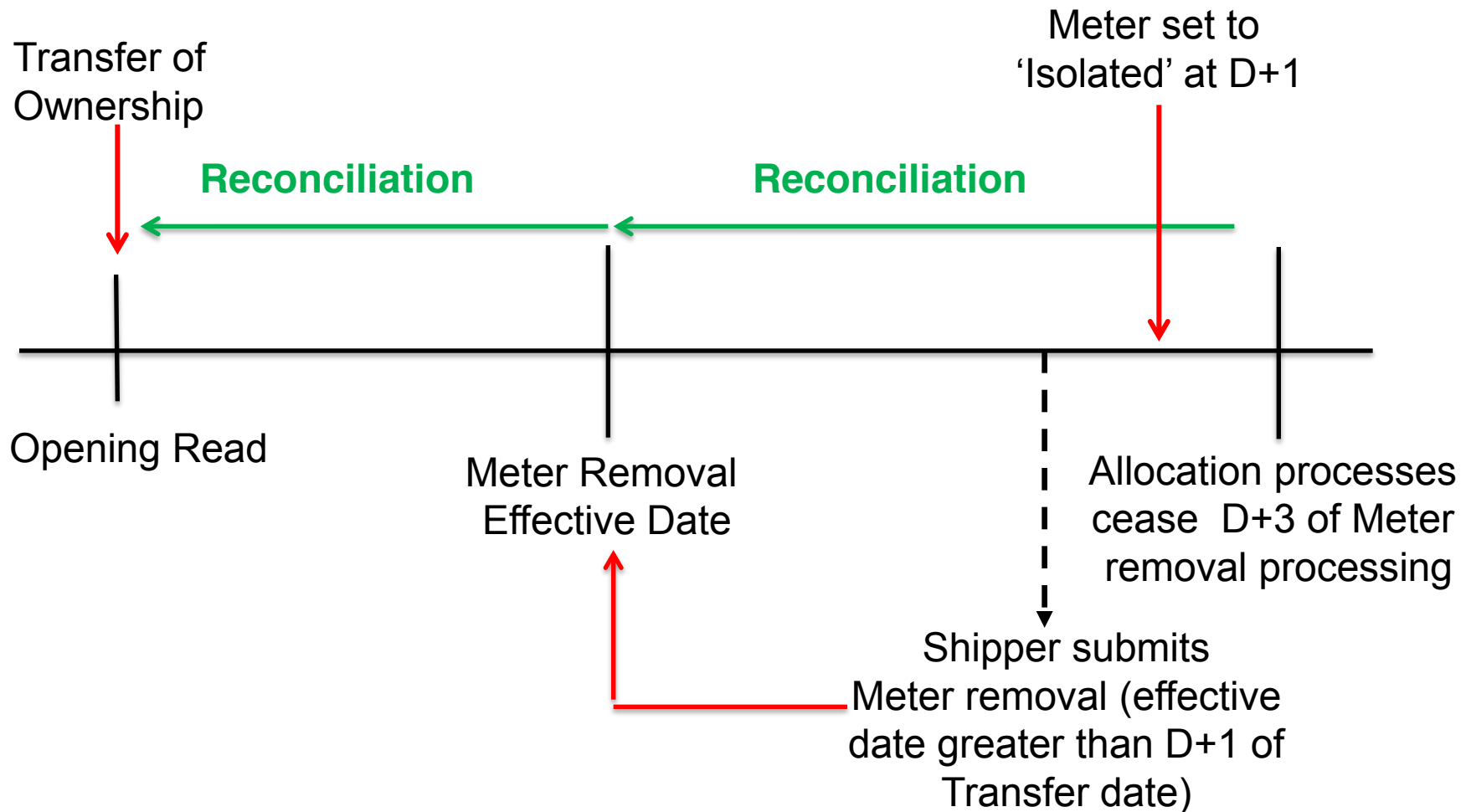
respect > commitment > teamwork

# Meter Removal



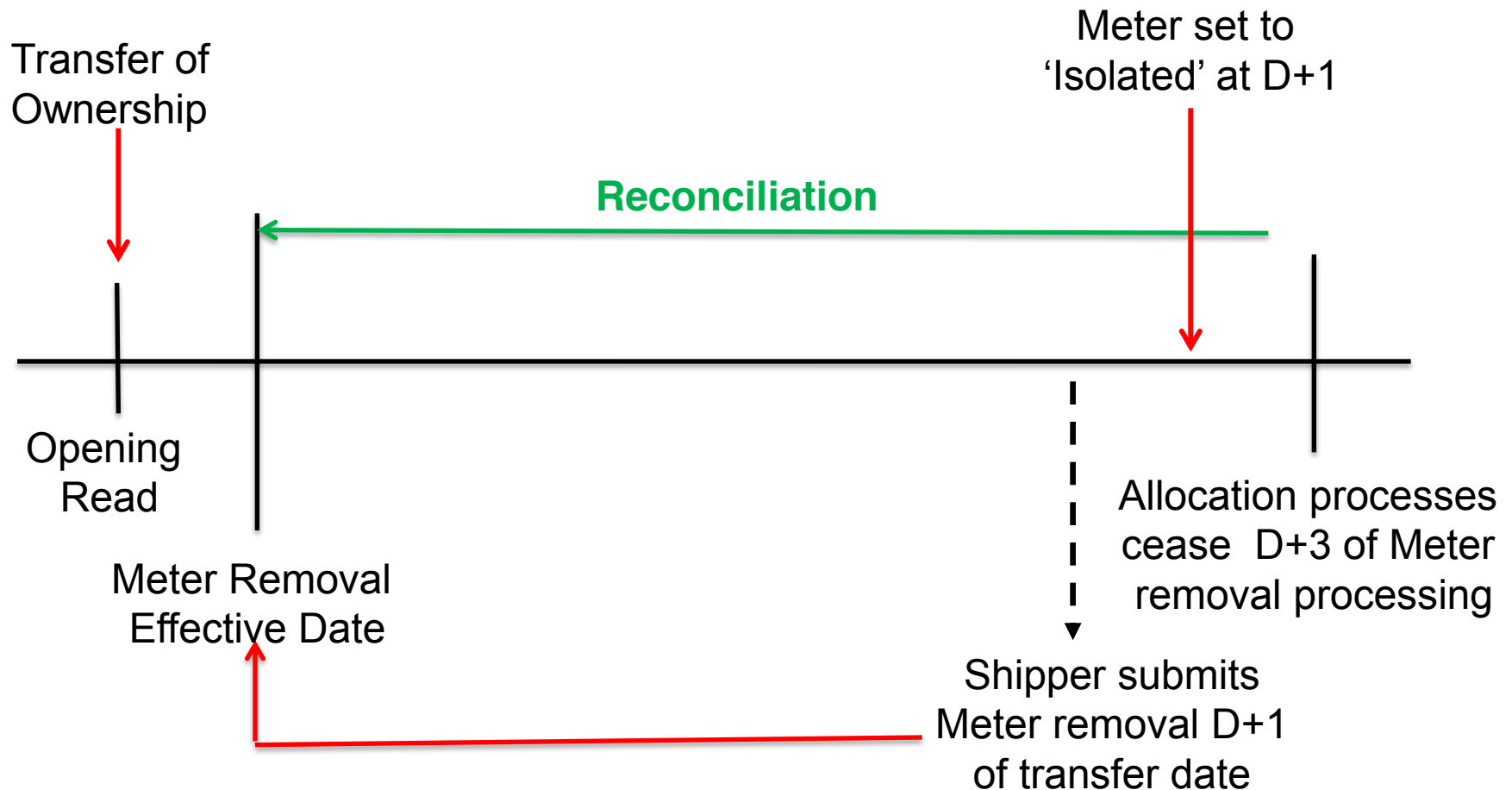
A consumption adjustment will be required to correct the consumption & energy for any period prior to the last read recorded

# Meter Removal with Shipper Transfer



A consumption adjustment will be required to correct the consumption & energy for any period prior to the last read recorded

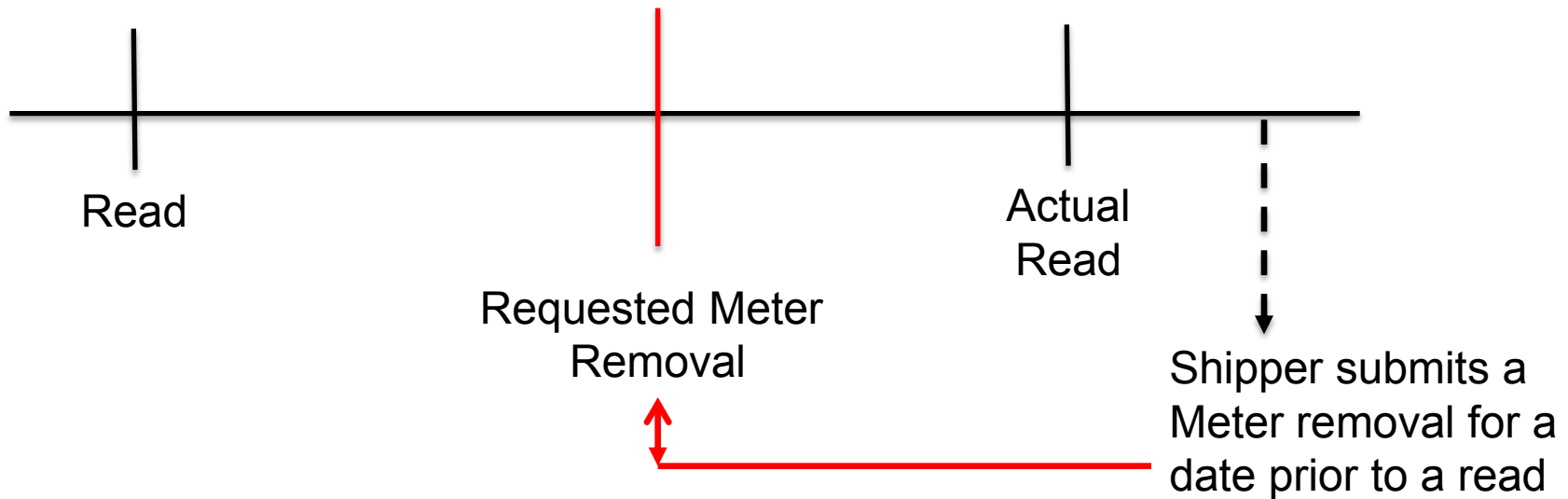
# Meter Removal with Shipper Transfer



A consumption adjustment will be required to correct the consumption & energy for any period prior to the last read recorded

# Meter Removal

- Request for a retrospective meter removal. Reads recorded since the removal date.
- Request would be **rejected** as reads exist after the requested removal date



Note: Removal would need to be submitted for an effective date after the last read recorded



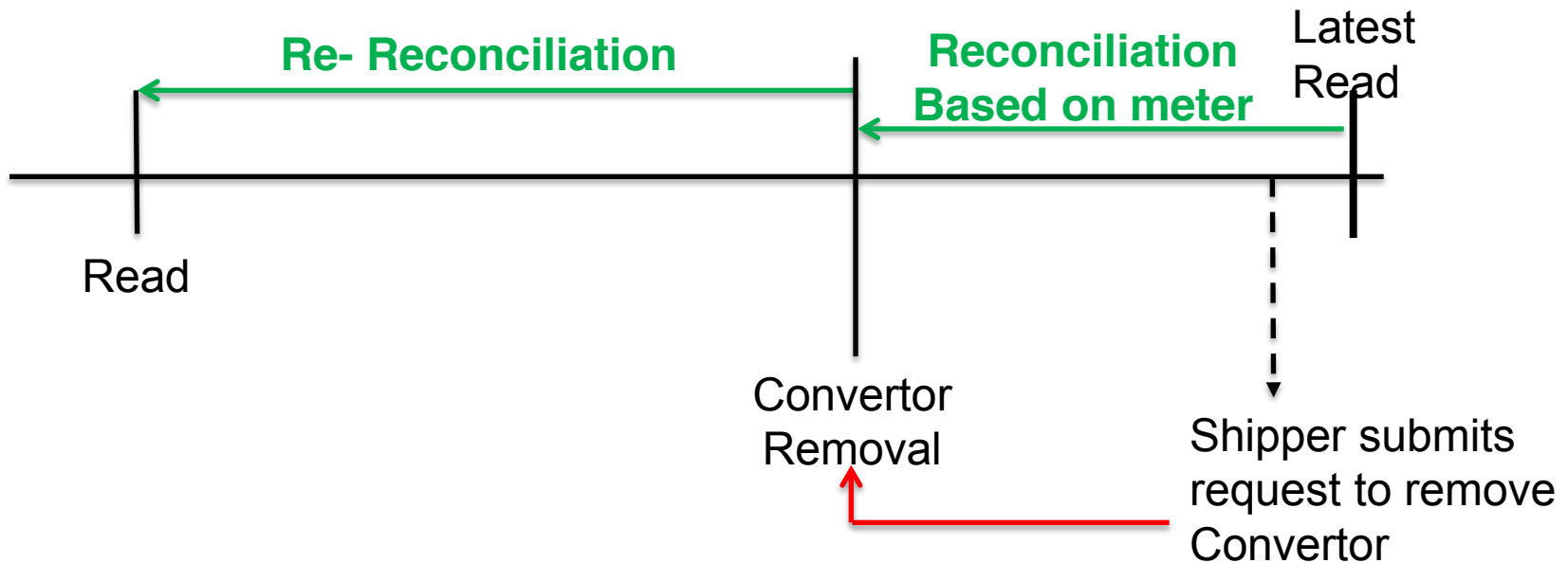
# Convertor Removals

xserve



respect > commitment > teamwork

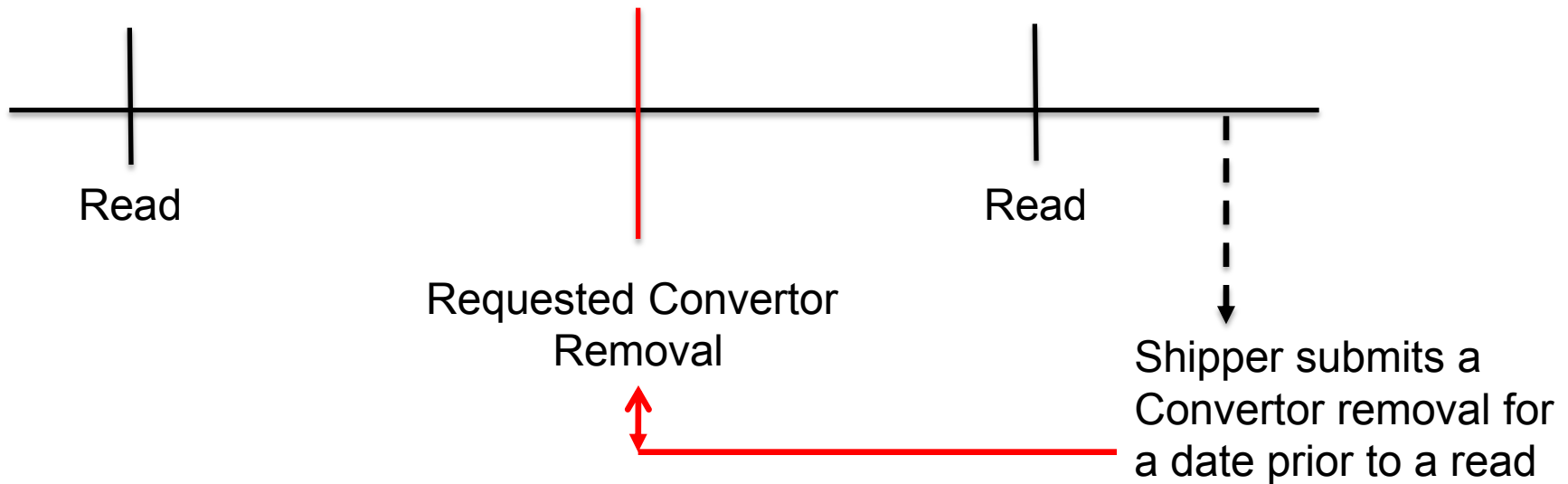
# Convertor Removal



A consumption adjustment will be required to correct the consumption & energy for any period prior to the last read recorded

# Convertor Removal

- Request for a retrospective Convertor removal. Convertor reads recorded since the removal date.
- Request would be **rejected** as reads exist after the requested removal date



Note: Removal would need to be submitted for an effective date after the last read recorded

# Meter Point Status Update

xserve



respect > commitment > teamwork

# Meter Point Status Overview

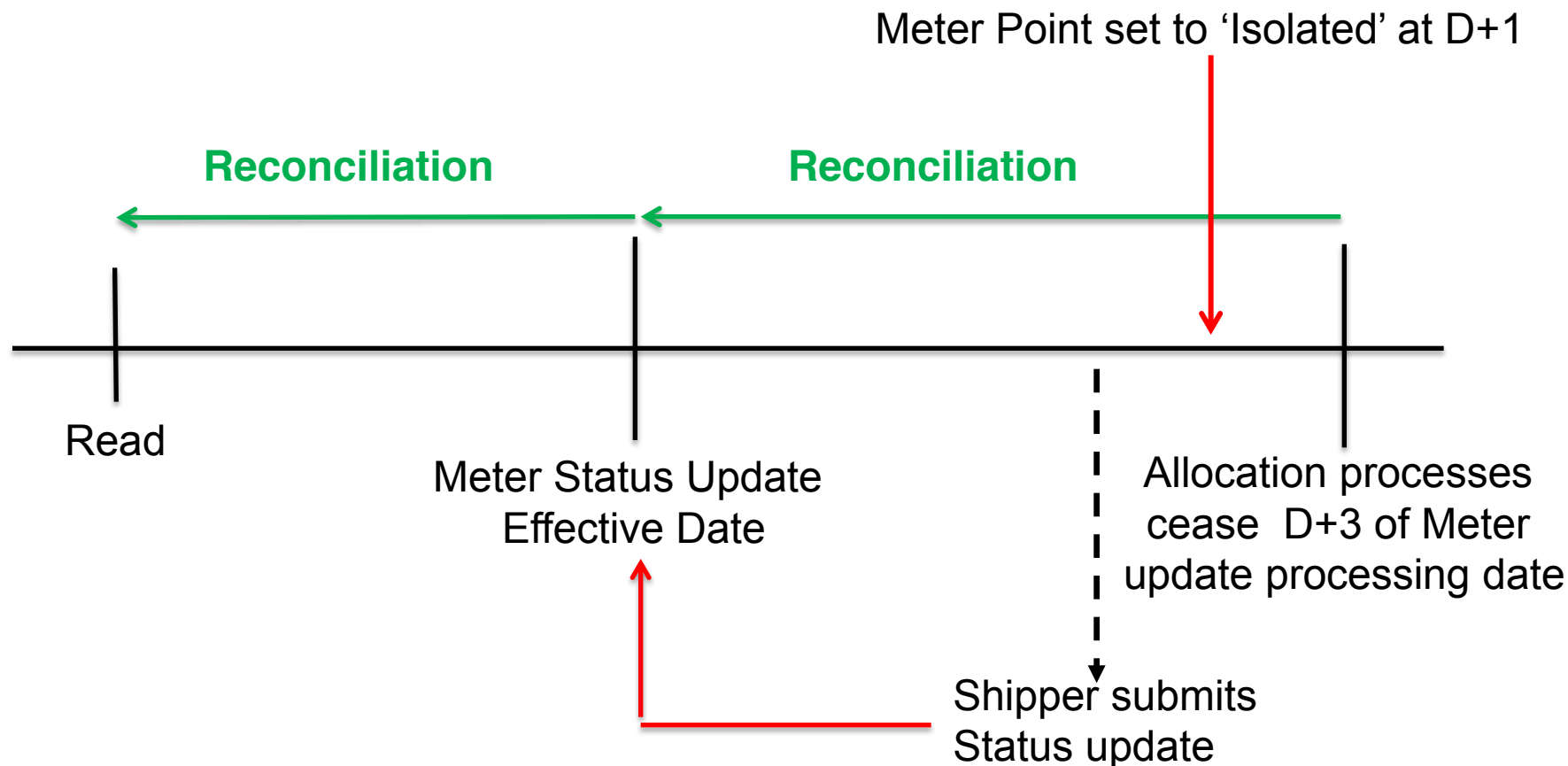
- Where the meter remains in situ but is clamped/capped to prevent the flow of gas to the meter
- Read submitted as part of the status update will be subject to full read validations. Only the 'Outer Tolerance' (Market breaker) check will be applied to the read. If the read fails the check the update will be rejected.
- The read is mandatory on the JOB file, optional on the UPD file. Read will be estimated if not provided
- The update must be effective for a date post the last read recorded
- The status update read must be equal to or greater than the last valid read

xserve



respect > commitment > teamwork

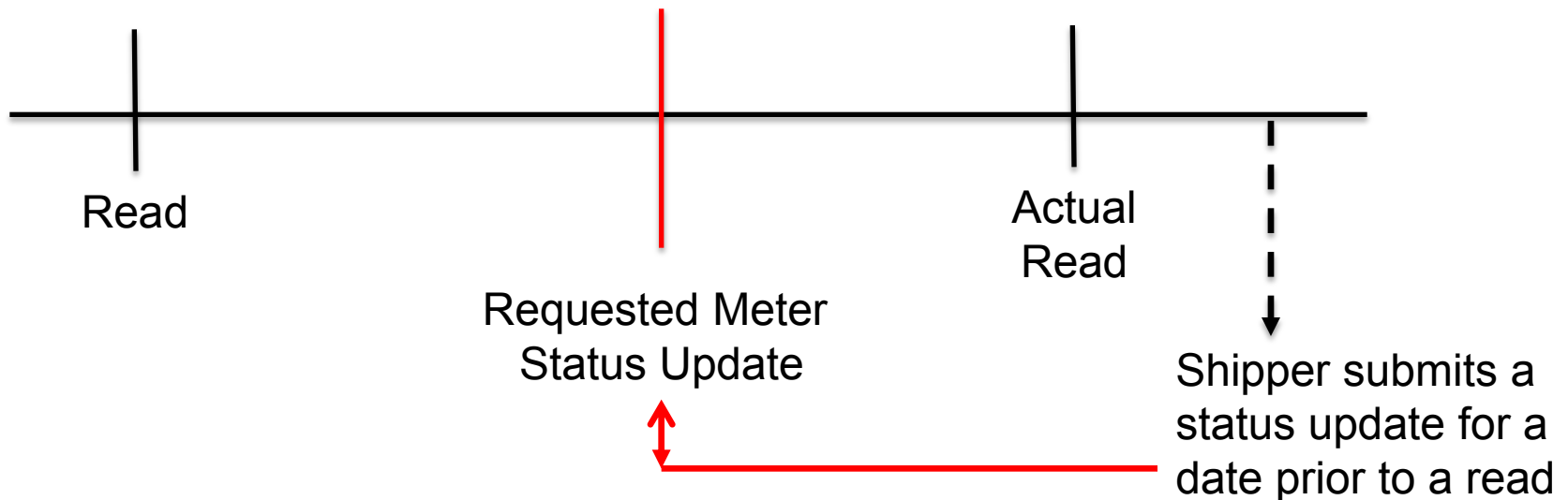
# Meter Point Status Update (Clamped / Capped)



A consumption adjustment will be required to correct the consumption & energy for any period prior to the last read recorded

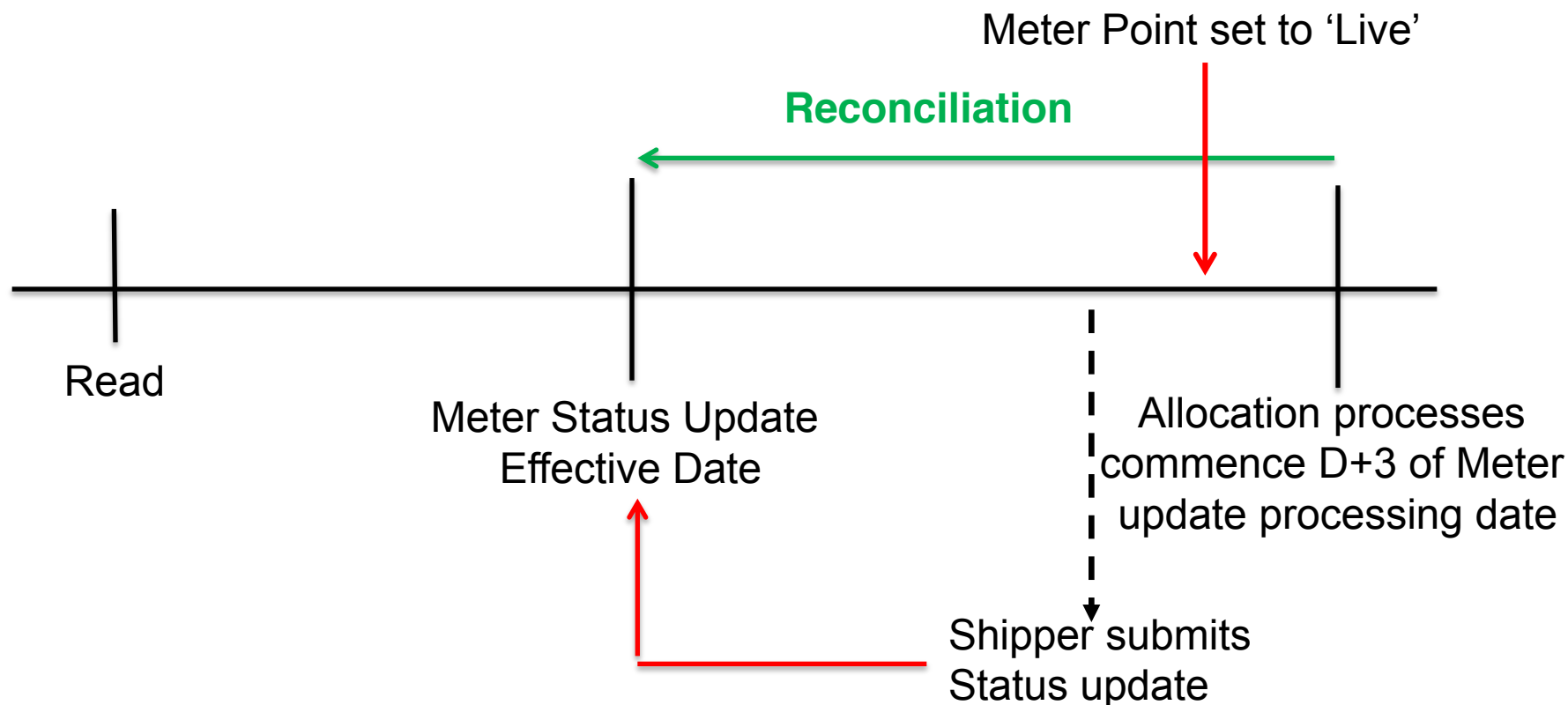
# Meter Point Status Update (Clamped / Capped)

- Request for a retrospective status update. Reads recorded since the status update effective date.
- Request would be **rejected** as reads exist after the requested date



Note: Update would need to be submitted for an effective date after the last read recorded

# Meter Point Status Update (Re-Established)



- Read provided must be equal to the read when 'Isolated' (Clamped/capped)
- A consumption adjustment will not be required as the consumption & energy will be corrected following receipt of a later read which will trigger reconciliation back to the re-establishment



# Meter Exchanges

xserve



respect > commitment > teamwork

# Meter Exchange Overview

- Meter removal reads will be subject to full read validations. Only the 'Outer Tolerance' (Market breaker) check will be applied to removal read. If the read fails the check the update will be rejected.
- The removal read is mandatory on the JOB file, optional on the UPD file. Removal read will be estimated if not provided
- The installation read is always mandatory
- The meter exchange must be effective for a date post the last read recorded
- Removal read must be equal to or greater than the last valid read

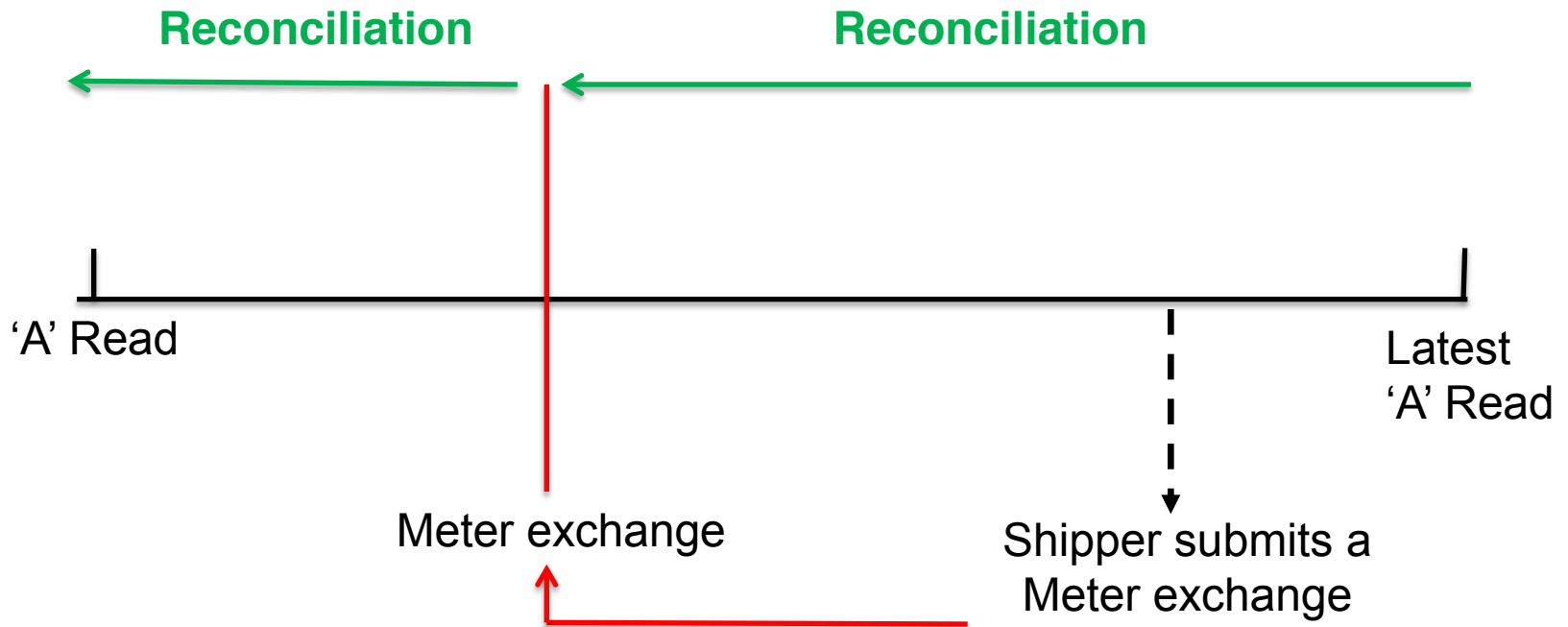
**xserve**



respect > commitment > teamwork

# Meter Exchange

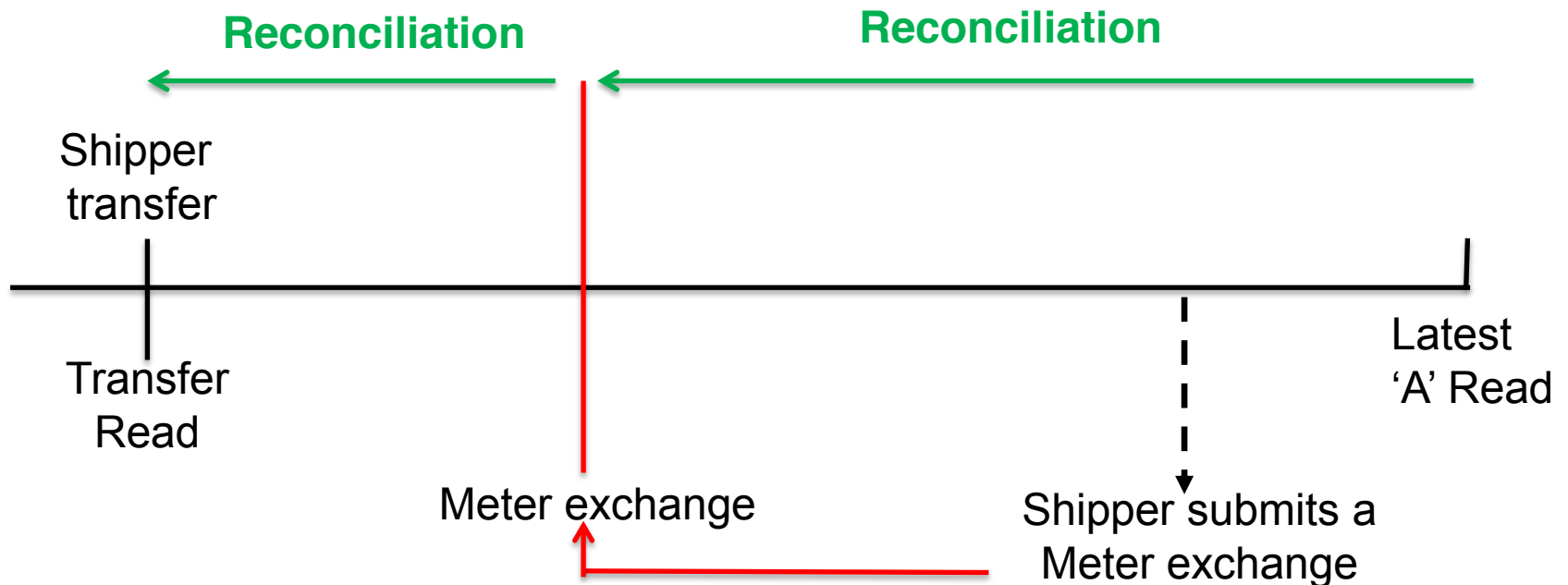
- Request for a meter exchange. Actual reads recorded since the actual effective date
- A consumption adjustment will be required to correct the consumption & energy prior to the last read recorded



A consumption adjustment will be required to correct the consumption & energy for any period prior to the last read recorded

# Meter Exchange – Shipper Transfer

- Request for a meter exchange. Transfer read recorded since the actual effective date
- If the transfer read is estimated the removal read must be equal to or greater than the transfer read.
- The transfer read can be replaced, in which case a re-reconciliation will be carried out to the previous Shipper



A consumption adjustment will be required to correct the consumption & energy for the period prior to the transfer read

# Meter Installation

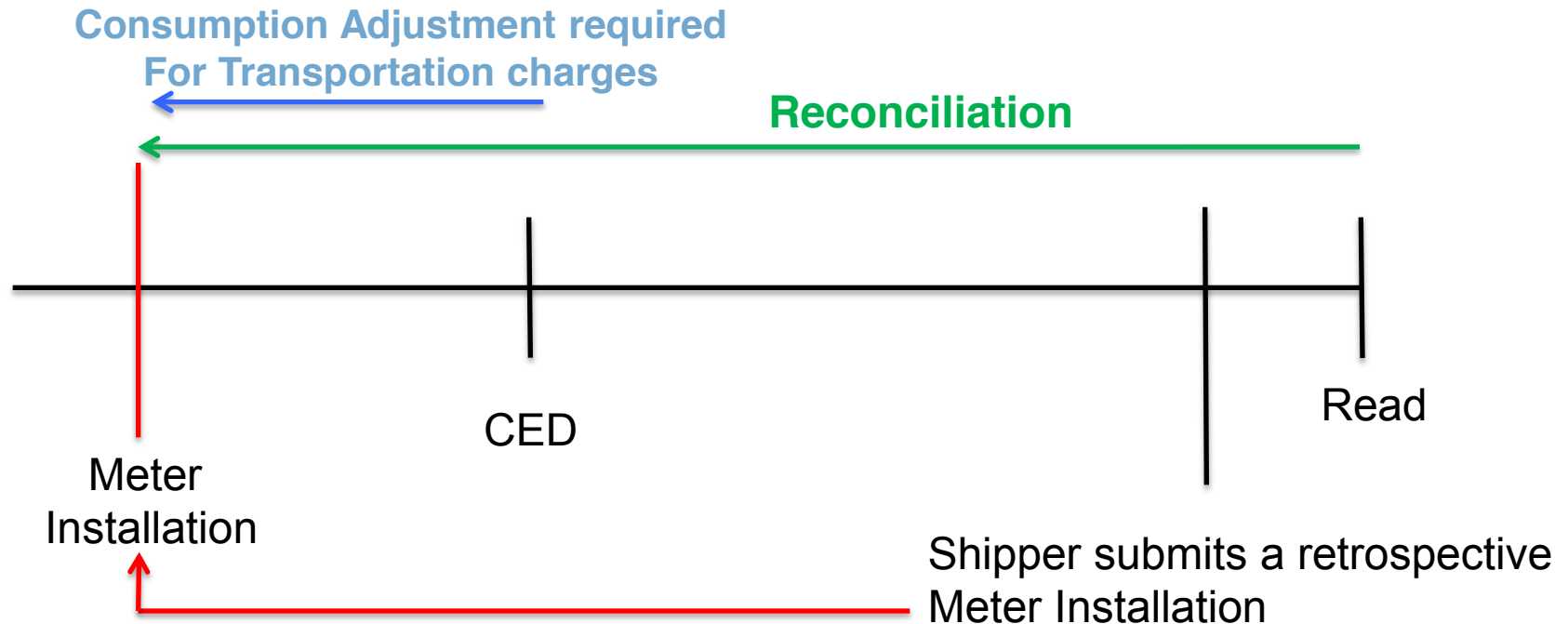
xserve



respect > commitment > teamwork

# Meter Installation

- Shipper submits a retrospective meter installation, pre-dates Confirmation Effective Date (CED) (410A)



Note: as the SMP was meterless at registration an Opening Read will not exist for the Confirmation Effective Date and therefore cannot be replaced.

# Convertor Installation

xserve



respect > commitment > teamwork

# Convertor Installation Overview

- The process and rules are the same for a convertor exchange and installation as for a meter therefore all scenarios have not been duplicated.
- When requesting an installation for a convertor a meter reading must also be provided.

**xserve**

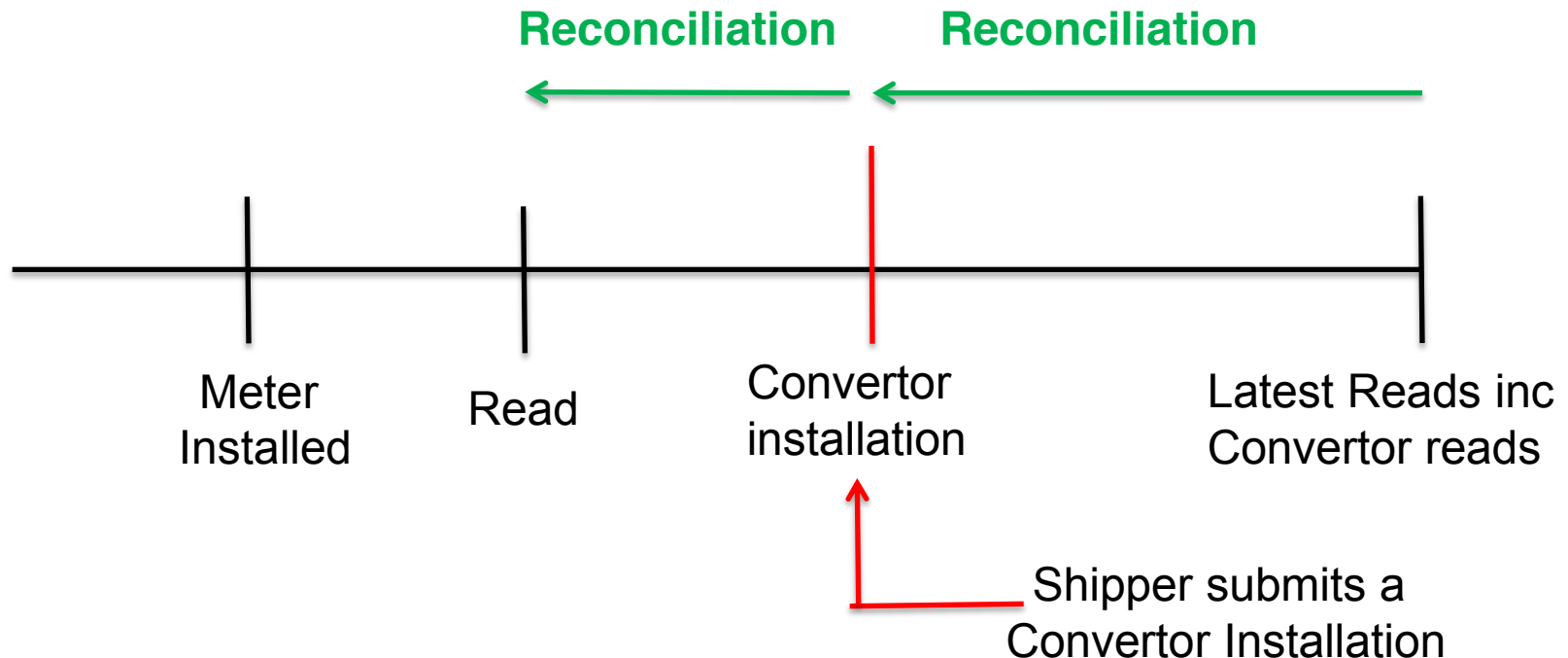


respect > commitment > teamwork



# Convertor Installation

- Shipper submits a Convertor installation



Note: a meter read must be provided in addition to the Convertor installation reads in order to carry out reconciliation

# SUPPLY POINT UPDATES

**xserve**



respect > commitment > teamwork

# Supply Meter Point Updates Overview

- A non-standard Correction Factor (CF) is applicable to Supply Meter Points with an AQ above 732,000 kWh. A default is applied (1.02264) for Supply Meter Points with an AQ less than 732,000 kWh
- A CF is applied to the volume of gas passed through the meter and is used to calculate the consumption.
- For meter points above 732,000 kWh; where the CF is not supplied with the meter installation notification, a standard CF of 1.02264 will be applied
- Shipper must amend the CF via;
  - JOB where the CF will be applied from the meter installation date, providing no reads recorded since the installation
  - UPD where the CF will be applied from the effective date of the acceptance of the update

**xserve**



respect > commitment > teamwork

# Supply Meter Point Updates Overview cont.

- An update to the Correction Factor with an effective date other than the meter installation date must be aligned to a read recorded
- No validation is applied to the Correction Factor against the AQ, so any valid positive value would be accepted (except 0):
  - If the request to update the CF to the standard value or less but the AQ for the meter point is greater than 732,000 kwh the request would be accepted

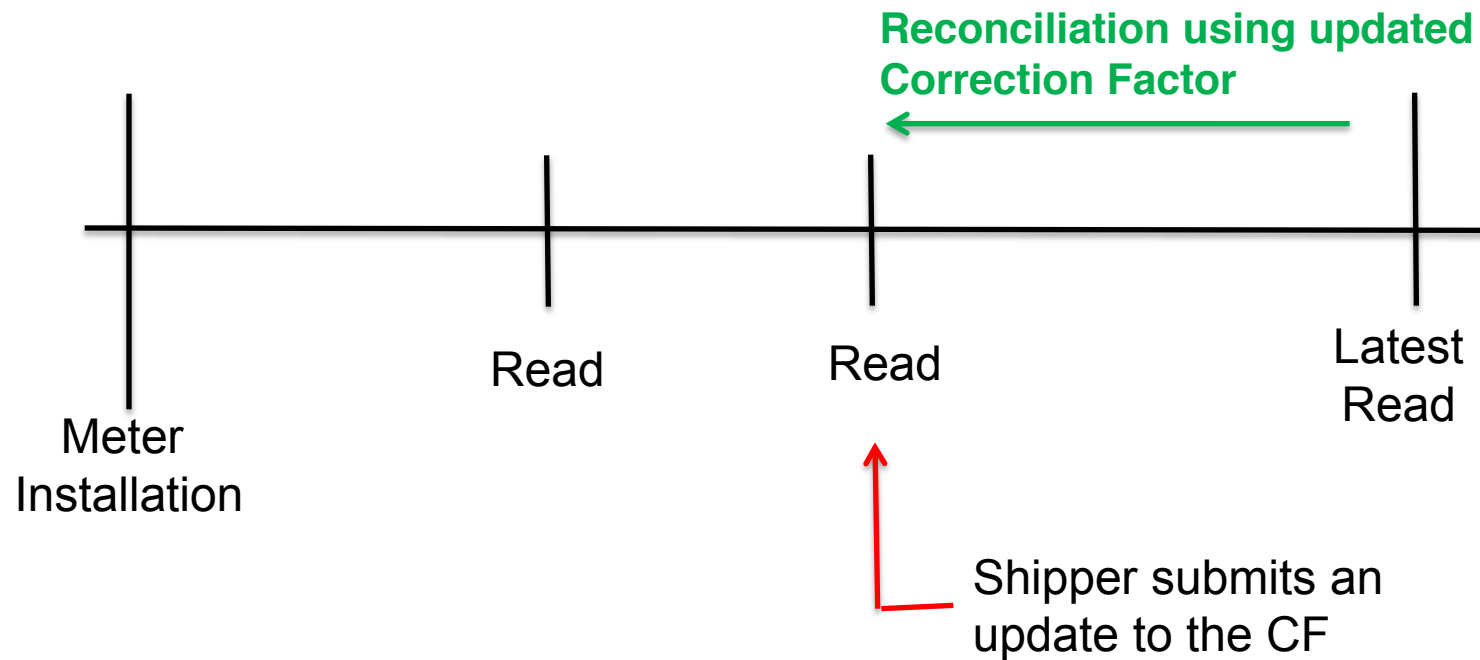
**xserve**



respect > commitment > teamwork

# Correction Factor Update - Billable attribute

- Shipper submits an update to the correction factor



A consumption adjustment will be required to correct the consumption and energy for the period the Correction Factor was recorded incorrectly

# ASSET UPDATE ATTRIBUTES

xserve



respect > commitment > teamwork

# Meter Asset Updates Overview

- If an asset billing attribute update was supplied on the RGMA file (JOB/UPD) the existing functionality would be performed: outcome would be a 'cosmetic exchange' only and not a retrospective adjustment or an automatic financial adjustment
- All asset updates will be subject to Market Domain Data (MDD) validations & the update will reject if the update fails the validations

Note: An update to the 'Read Units' is not applicable as this is derived from the 'Multiplication Factor' & 'Units of Measure'.

**xserve**



respect > commitment > teamwork

# Billable or Non Billable Asset Updates

Data Item	Non-Billable Attribute Update	Billable Attribute Update
Meter Metric/Imperial indicator		Yes
Read Factor (also updates 'Read Units')		Yes
Read Units (derived by the 'Units of Measure' & 'Multiplication Factor')		N/A
Meter Status (clamped/capped)		Yes
No. of dials		Yes
Meter Model	Yes	
Meter mechanism	Yes	
Manufacturer & Year	Yes	
Meter Serial Number	Yes	

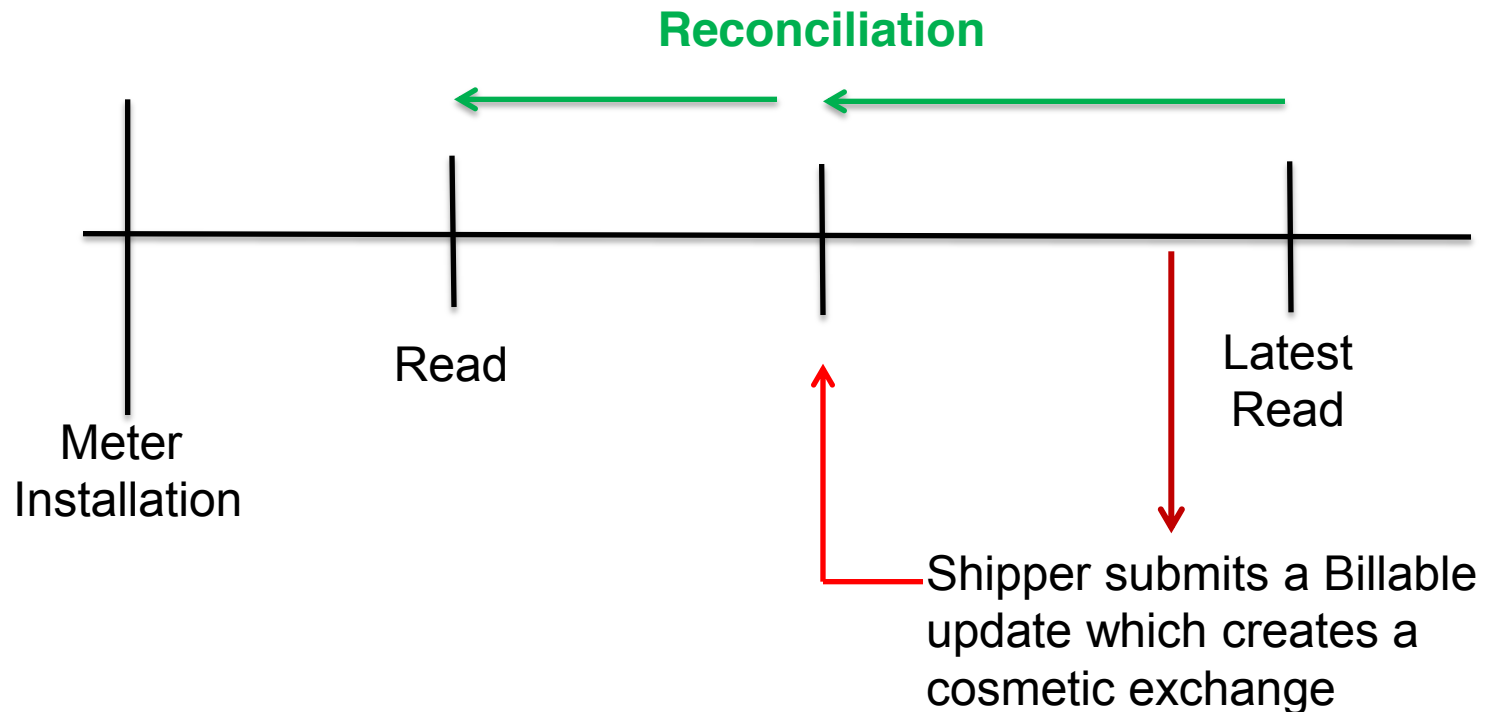
ve





# Metric/Imperial Indicator, Read Factor Update - Billable attribute

- Shipper submits a **billable** asset update



A consumption adjustment will be required to correct the consumption and energy for the period the Correction Factor was recorded incorrectly

# Updates for iGT Meter Points

**xserve**



respect > commitment > teamwork

# Updates for iGT Meter Points Overview

- Data for iGT meter points is being sent from iGTs to Xoserve in preparation for the migration to UKLink.
- For LSP, valid reads received with a read date upto the 31<sup>st</sup> July 2016 in the iGT database will be migrated to UKLink.
- For SSP, valid reads received upto migration in the iGT database will be migrated to UKLink.
- For Smaller Supply Points (SSP);
  - a valid read received post go-live will trigger a reconciliation back to the last read pre go-live. However, only the charges associated with the post go-live period will be issued.
- For Larger Supply Points (LSP);
  - a valid read received post go-live will trigger a reconciliation back to the last read pre go-live and the charges for the period will be issued for the whole period (read to read).
- Does not apply to existing (at data migration) DM CSEPs

xoserve



respect > commitment > teamwork

# Updates for iGT Meter Points Overview

## cont.

- Updates to data can only be made for an effective date post the last read held
- The Shipper will need to provide the reads and effective date of the update if the actual effective date is earlier
- Asset installation, asset exchange, asset billable updates and Supply Point updates can only be applied from a date post the last read held on UKLink.
- Meter removal will only be accepted if no actual reads exist post the effective date of the removal date.

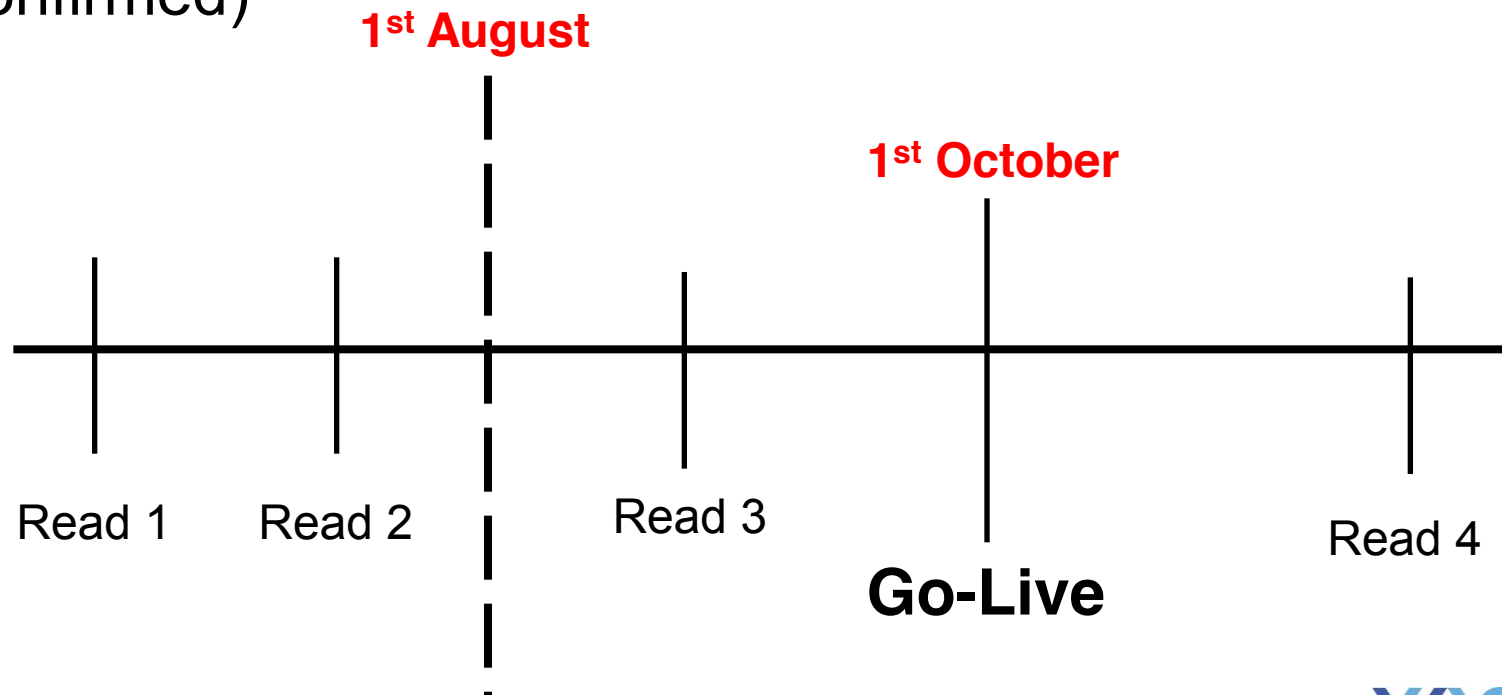
**xserve**



respect > commitment > teamwork

# Diagram to Show Data Migration for iGT Meter Points

- LSP: Read 3 will not be migrated to UKLink
- SSP: Read 3 will be migrated to UKLink (cut off date to be confirmed)



Note: Below diagram based on 1<sup>st</sup> October delivery

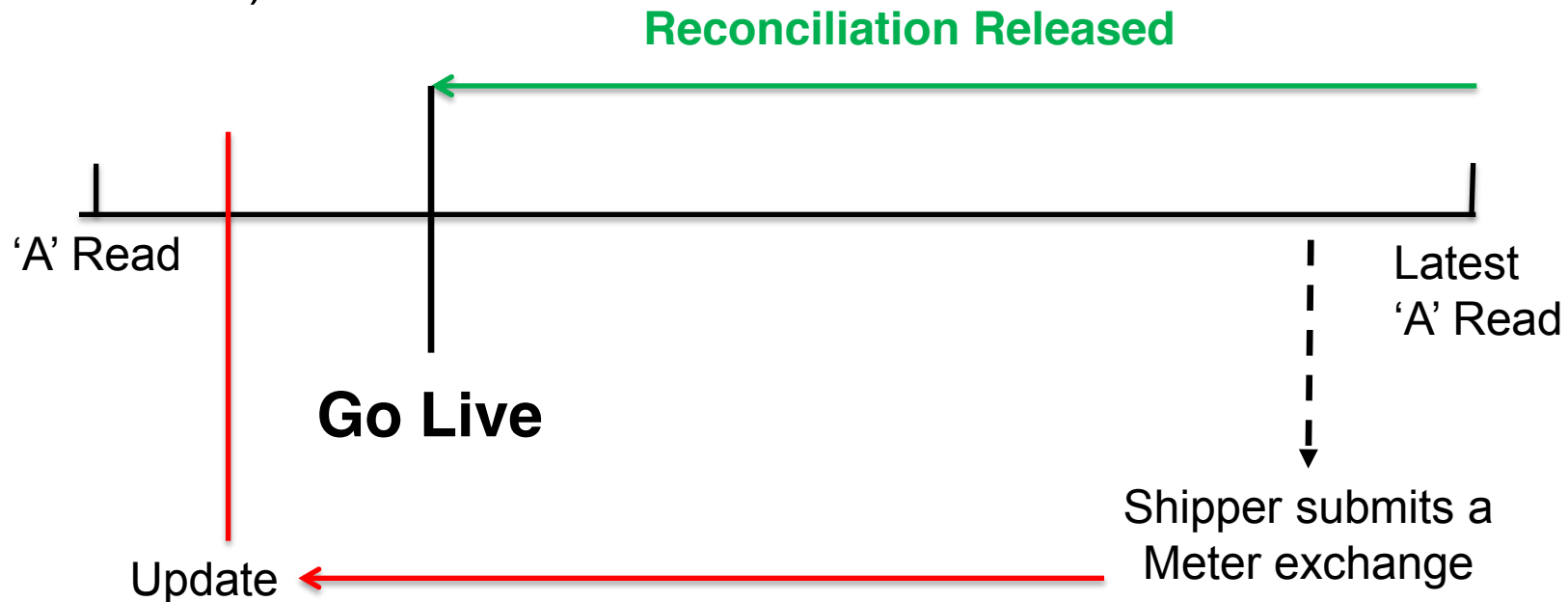
**xserve**



respect > commitment > teamwork

# Meter Exchange on iGT Meter Point: Effective Date Prior to Go Live - SSP

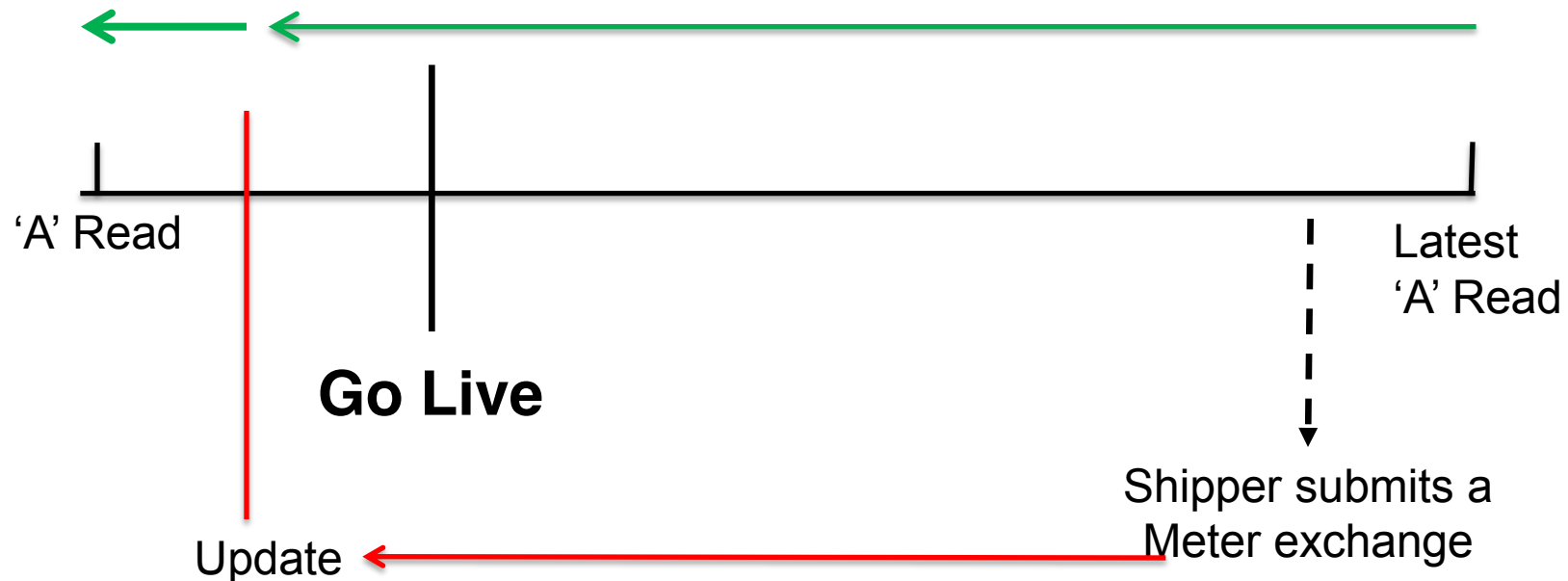
- Shipper identifies a missing meter exchange on a **SSP** for an effective date prior to go-live.
- The effective date of the exchange will need to be for a date post the last read recorded
- Reconciliation charges only released from go-live date (variance created)



# Meter Exchange on iGT Meter Point: Effective Date Prior to Go Live - LSP

- Shipper identifies a missing meter exchange for an **LSP** with an effective date prior to go-live.
- The effective date of the exchange will need to be for a date post the last read recorded
- Reconciliation calculated from latest read to read migrated (prior to 1<sup>st</sup> August)

Reconciliation Released



# Update Required to the Asset Read

**xserve**

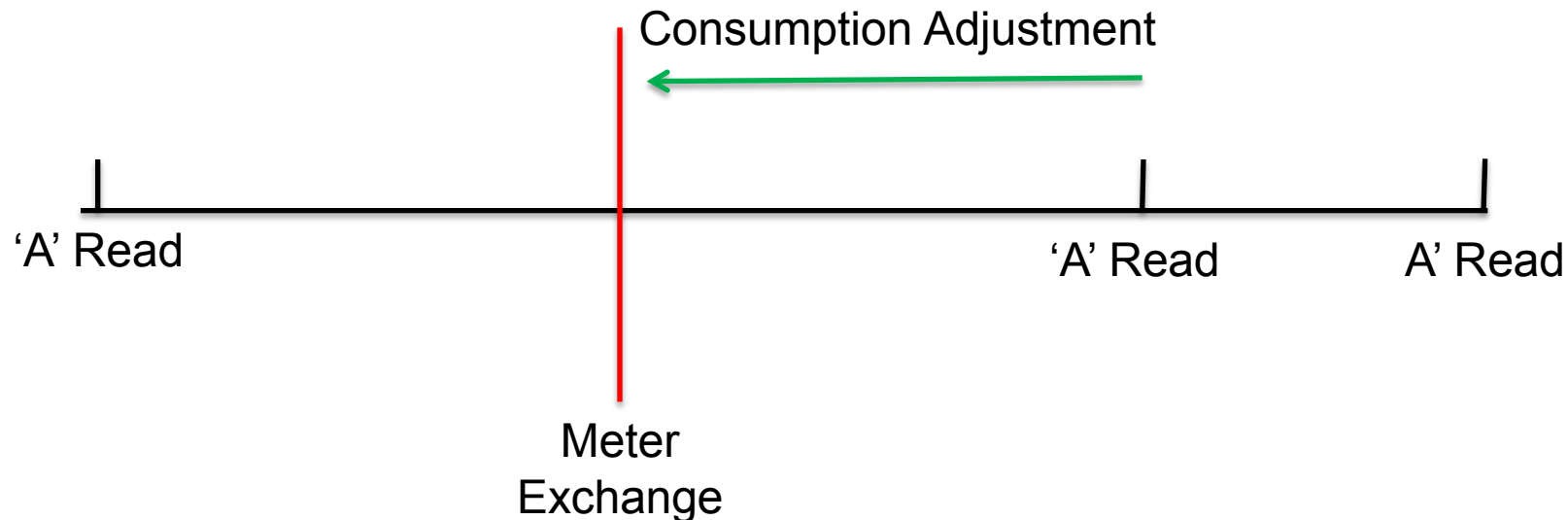


respect > commitment > teamwork



# Update Required to the Read on an existing Meter Exchange

- Shipper identifies the installation read of the meter exchange recorded was incorrect
- An update to the asset read can not be done via read files or JOB/UPD
- Shipper needs to submit a consumption adjustment for the period where energy calculated is incorrect



# Consumption Adjustment

xserve



respect > commitment > teamwork

# Process

- Raise consumption adjustment via CMS, Code RFA
- Applies to both SSP & LSP
- Shipper must submit (not inclusive):
  - MPRN
  - Start Date & end date (aligned to a read)
  - Total corrected volume
  - Where the corrected volume spans a previous Shippers ownership, provide this information in 'Contact Explanation'
- Where the consumption includes a previous Shippers ownership, the consumption will be profiled for the whole period & a variance created at transfer of ownership
- The financial adjustment for the Register Shipper only will be released
- The corrected consumption will be used for future AQ calculations



# Impacts to AQ

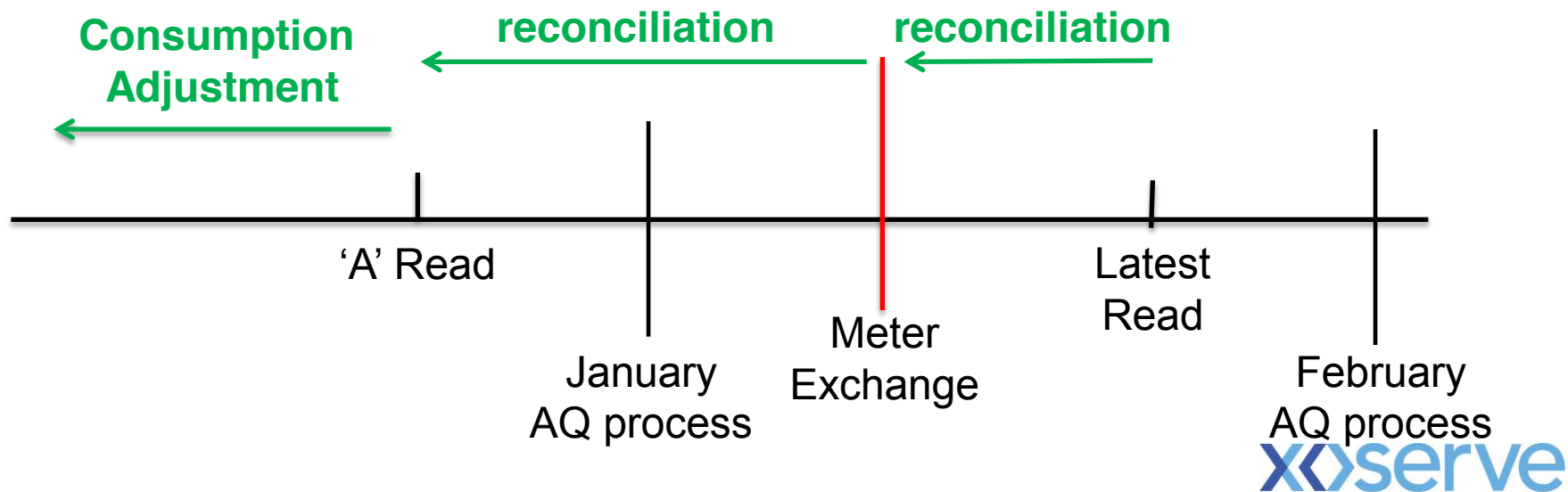
xserve



respect > commitment > teamwork

# Impacts to AQ

- Shipper submits meter exchange (after the January AQ process but before February AQ process) for an effective date after the last recorded meter. Meter exchange actually took place prior to the last read recorded
- Consumption adjustment must be submitted to correct the consumption & energy prior to the read
- The updated consumption & energy will be used in future AQ processes



**Note: January AQ process will use original energy in AQ calculation**  
**February AQ process will use the updated consumption & energy**

# Sequence of Events

## (Dates Shown are for Illustrative Purposes Only)

- Read recorded for 4<sup>th</sup> January 2017
  - January AQ & Reconciliation processes triggered
- Shipper submits meter exchange on 10<sup>th</sup> January 2017 for an effective date of 5<sup>th</sup> January 2017 (actual effective date was 20<sup>th</sup> December 2016)
- Update request accepted and processed on 12<sup>th</sup> January 2017
- Consumption adjustment submitted on 13<sup>th</sup> January 2017 for the period 10<sup>th</sup> December 2016 to 5<sup>th</sup> January 2017
  - February AQ & Reconciliation process triggered & uses updated consumption
- Read submitted dated 16<sup>th</sup> January 2017

