

Back Population of Smart Metering Equipment Technical Specification Information – A Strawman Discussion Paper for SPAA Expert Group

1. Background

1.1. At the SPAA Expert Group in April, Xoserve were asked to provide a service to Shippers who had installed Smart Meters to facilitate the back population of Smart Metering Equipment Technical Specification (SMETS) information. It is proposed that Shippers¹ provide the portfolio of Smart Metering data on behalf of the Installing Suppliers, and Xoserve shall provide the current Registered System User – i.e. Shipper – the data provided by the Shipper on behalf of the Installing Supplier.

1.1.1. This Xoserve service is only necessary where the Shipper has changed since the meter was installed.

1.2. Xoserve have been asked to receive the entire population of meter points where a Smart Meter has been installed – regardless of whether it has transferred ownership.

1.3. The volume of installed Smart meters is not currently known. Some Suppliers have yet to provide Xoserve with the number of Smart Meters within their portfolio. Based on information received, it is assumed that the volume will be, at 1st June, between 400,000 and 700,000 meter points.

2. Draft Process

2.1. Each Shipper with a portfolio of Smart Meters shall confirm their intention to participate in this process, and provide the expected volume of meter points impacted by [10th May 2013]. It is assumed that this process shall be mandated through SPAA for Suppliers to provide this data – but not all parties are party to SPAA and may not have a portfolio of such meters. Should Shippers not respond Xoserve shall not prompt participation?

2.1.1. Shippers are requested to provide this information to:
smartmetering@xoserve.com

2.2. Each Shipper participating shall need to provide a csv file to Xoserve by [24th May 2013] containing the following data items:

- Meter Point Reference
- Smart Meter Serial Number
- Smart Metering Equipment Technical Specification values (i.e. NS, S1, S2)
- Smart Meter Installation Date (Physical Installation Date)
- Shipper Short Code
- Supplier Short Code (NB: Xoserve Registered Supplier Id)

2.2.1. Shippers are requested to provide this information to:
smartmetering@xoserve.com

2.3. Xoserve shall acknowledge receipt of the files via email within [2] working days.

2.4. Should Shippers indicate that they intend to provide a file in [2.1] but fail to do so by the date specified in [2.2] they will be contacted to provide the file, but should they fail to do so [within 1 working day] Xoserve shall run the process without this Shipper's data.

2.4.1. The failure to participate in the process shall be reported to SPAA Executive Committee.

¹ It is noted that the party who triggers installation is the Supplier, but this is intended to denote that portfolios are expected to be received from Shippers, who must source the data from the relevant Supplier entities.

- 2.4.2. Should Xoserve be required to re-run any processes as a result of a Shipper failing to provide files in the timing stipulated above, that Shipper shall be responsible for costs incurred by Xoserve on a Time and Materials basis.
- 2.5. Where a Shipper does not indicate to Xoserve that they intend to participate as specified in [2.1], Xoserve shall not prompt receipt of the files and shall assume that they do not have a portfolio of Smart Meters.
- 2.6. Xoserve shall receive the files from Shippers and assess whether the meter point has transferred ownership. Xoserve shall generate the following responses to enable the Shipper to perform a completeness check. These shall be issued via email following **conclusion** of the assessment:
- 2.6.1. Where it is identified that the meter point has transferred Xoserve shall respond to Shippers indicating this – and providing no further data to the Shipper.
- 2.6.2. Where the meter point remains within that Shippers ownership Xoserve shall provide the Data Output File specified below.
- 2.6.3. Exceptions that Xoserve have been unable to perform the assessment upon and, where possible, an indication of the nature of the exception.
- 2.7. Provision of these three files above is expected to enable the Shipper, providing data on behalf of the Installing Supplier, to perform a completeness check.
- 2.8. Where it is established that the site has transferred ownership Xoserve shall provide the Data Output file to the relevant Registered System User – i.e. Shipper. The format of this file is detailed below.
- 2.9. **Data Output File** – This file shall be provided to the Registered System User, whether they have provided the original input file or not. Where Users did not provide the original input file this will be denoted in the Data Output File. The solution of this has yet to be determined – e.g. a flag within a single Output File, or a separate File.
- 2.9.1. The format of the file will be as follows:
- Meter Point Reference
 - Smart Meter Serial Number (provided by Shipper on Input File)
 - Meter Serial Number (sourced from UK Link Systems)
 - Smart Metering Equipment Technical Specification values (i.e. NS, S1, S2) (provided by Shipper on Input File)
 - Meter Mechanism (sourced from UK Link Systems)
 - Smart Meter Installation Date (Physical Installation Date) (provided by Shipper on Input File)
 - Meter Installation Date (sourced from UK Link Systems)
 - Supplier Short Code (provided by Shipper on Input File)
 - Registered Shipper Short Code
 - Registered Supplier Short Code
 - Meter Serial Number Match Flag – Y/N
 - Meter Installation Date Match Flag – Y/N
- The output file may (depending how this is solutioned) contain the following data items. Alternatively, this may be provided in separate files.
- Exception Commentary
 - Still within Registered Ownership?
- 2.10. The Output file shall contain the Supplier Short Code who initiated the Smart Meter Installation. This will assist the incumbent Shipper (and downstream the relevant Supplier) to contact them and obtain the relevant data, if necessary.

- 2.11. The Output file contains data extracted from UK Link System available to the Registered System User on files around Change of Shipper or on the Data Enquiry System; therefore no data permissions issues are expected. Shippers providing the data to Xoserve must note the use of this data, and that this data shall be provided by Xoserve to the current incumbent Shipper.
- 2.12. Match fields – i.e. MSN and Meter Installation Date – will be provided as a Y/N. For the avoidance of doubt there will be no fuzzy matching performed on the MSN. This is understood to be helpful if provided by Xoserve to assist Shippers in identifying potential exceptions within their process.
- 2.13. The Data Output file shall be issued 5 working days after receipt of the input file from any participating Shipper.
- 2.14. **Exception Process** – It is likely that data that is provided to Xoserve may generate exceptions. Given the required turnaround timescales from receipt of the input files from Shippers and the response files, Xoserve shall not try to resolve those exceptions. It is incumbent upon the providing Shipper to provide appropriately robust data. Potential exceptions:
- Meter Point Not Recognised
 - Meter Point not Registered with any Shipper
 - Others
- 2.14.1. Xoserve may use the exception data to provide to other Xoserve processes to resolve other data quality issues.
- 2.14.2. Shippers shall be required to resolve exceptions. Where they have done so, these will need to be resolved as part of business as usual volumes.
- 2.14.3. Xoserve shall still include these exception meter points within reporting of completeness of back population.
- 2.15. Xoserve may use the data provided in the process to examine data trends and inform future Data Cleansing activity.
- 2.16. **Reporting.** No explicit reporting requirements have been advised to Xoserve. It is expected that Xoserve shall be asked to provide a Monthly report to SPAA Executive Committee on the number of meter points that have been successfully updated on UK Link Systems. This will be a summary level. It is not expected that Xoserve would be required to provide meter point level reporting to this, any other forum or organisation.
- 2.17. **Population Process via ONUPD** – Xoserve shall use the information and volumes to schedule the receipt of ONUPDs from the Registered System Users. This information shall be provided in [2.1] above on [10th May 2013].
- 2.17.1. Xoserve propose to run a specific instance of the ONUPD on available Saturdays (i.e. when Xoserve do not have planned activity such as maintenance, implementations). This process will allow [40,000] transactions to be processed in non BAU processing per week. It is requested that Shippers provide these files in advance in files containing [10,000] transactions. This will enable amendment to schedules if production environment processing differs from the projected capacity.
- 2.17.2. Furthermore Xoserve intend to discuss Volumetrics with Shippers and seek to utilise spare BAU capacity. Users shall be invited to submit smaller files on weekdays should capacity exist. These will need to be provided in advance so Xoserve can manually trigger processing,

- 2.18. It is proposed a second data extract is performed to account for meter points that change ownership within the window. This additional process shall only be performed once for sites that indicated as Smart.
- 2.19. Xoserve shall report % completion of the exercise based on the population provided. Xoserve may report instances where a Shipper has failed to provide files within an allocated slot.

Appendices:

Input File Formats:

- Meter Point Reference - numeric, length 10
- Smart Meter Serial Number – text, length 14
- Smart Metering Equipment Technical Specification values (i.e. NS, S1, S2) – text, length 2
- Smart Meter Installation Date (Physical Installation Date) – text. length 8 (Required format YYYYMMDD)
- Shipper Short Code – text, length 3
- Supplier Short Code (NB: Xoserve Registered Supplier Id) – text, length 3

Output File Formats:

- Meter Point Reference - numeric, length 10
- Smart Meter Serial Number (provided by Shipper on Input File) – text, length 14
- Meter Serial Number (sourced from UK Link Systems) – text, length 14
- Smart Metering Equipment Technical Specification values (i.e. NS, S1, S2) (provided by Shipper on Input File) – text, length 2
- Meter Mechanism (sourced from UK Link Systems) – text, length 2
- Smart Meter Installation Date (Physical Installation Date) (provided by Shipper on Input File) – text. length 8 (Required format YYYYMMDD)
- Meter Installation Date (sourced from UK Link Systems) – text. length 8 (Required format YYYYMMDD)
- Supplier Short Code (provided by Shipper on Input File) – text, length 3
- Registered Shipper Short Code – text, length 3
- Registered Supplier Short Code – text, length 3
- Meter Serial Number Match Flag – Y/N - – text, length 1
- Meter Installation Date Match Flag – Y/N - – text, length 1

The output file may (depending how this is solutioned) contain the following data items. Alternatively, this may be provided in separate files.

- Exception Commentary – text, length 100
- Still within Registered Ownership? Y/N - – text, length 1