Market Code Schedule 10

Code Subsidiary Document No.0106

Non-Market Meters

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## Change History

<table>
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<tr>
<th>Version Number</th>
<th>Date of Issue</th>
<th>Reason For Change</th>
<th>Change Control Reference</th>
<th>Sections Affected</th>
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<td>1.1</td>
<td>27/09/2010</td>
<td>Initial Release</td>
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<td>Section 2.1.2</td>
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<td>GIS Coordinates Flow</td>
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<td>March Release Document Update</td>
<td>MCCP075</td>
<td>Section 3.1.2</td>
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<td>MCCP 111</td>
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<td>3.0</td>
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<td>MCCP128</td>
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1. Purpose and scope

This CSD applies when a Non-Market Meter is added to the system to ensure the accurate calculation of wholesale charges at a Complex Site (meter network) at a Meter Network by ensuring that the volumes attributed to market meters in the Meter Network are accurate.

In general a market meter is a meter that is associated with a SPID. A Non-Market Meter is not associated with a SPID and is often but not always, a domestic meter. There are instances where these Non-Market meters are removed from a Complex Site Meter Network, but remain in the Central Systems.

Section 2 provides direction to the relevant process for the installation of Non-Market Meters in respect of each scenario.

Section 3 provides direction to the relevant process for the maintenance of Non-Market Meters in respect of each scenario.
2. Installing a Non-Market Meter

This section applies when a meter is added to a meter network.

2.1.1 Process Description

This description should be read in conjunction with the Process Diagram in Section 2.2 and the Interface and Timetable Requirements in Section 2.3.

2.1.2 Description of the Process Diagram steps

**Step b: Provide Meter details & Initial Read [T004.0, T005.0]**

Within 5 Business Days, for activities undertaken by Scottish Water and 8 Business Days for activities undertaken by an Accredited Entity, of the installation, Scottish Water will provide the CMA with the new meter details, using Data Transaction T004.0 (Notify Meter Details).

Included in the T004.0 Data Transaction, alongside the standard Meter Data items, are the meter location details in the form of OSGB X, Y co-ordinates which should be notified in an all numeric format. Also included is a datalogger flag to indicate the presence of dataloggers at a meter. A datalogger is either a Scottish Water Datalogger or a Non-Scottish Water Datalogger. Both datalogger types can be present at a meter at the same time.

Scottish Water will also provide the CMA with an Initial Read for that meter using Data Transaction T005.0 (Meter Read) within 2 BD of the installation of the meter, in accordance with CSD 0202 (Meter Read Submission: Process). Scottish Water should note that the T005.0 must be sent after the T004.0, otherwise the new meter will not be recognised in the Central Systems and will result in a Data Transaction T009.1 (Error Notification) being issued to Scottish Water.

**Step c: CMA loads meter details and notifies Scottish Water [T009.0]**

Within 1 Business day the CMA will load the meter details to the Central Systems and notify Scottish Water using Data Transaction T009.0 (Error Notification).

**Step d: Update Network Topology**

Scottish Water will establish the Meter Network by submitting a T036.0 (Submit Meter Network Data) transaction to the CMA. The T036.0 sets the D3026_MeterNetworkAssociation to TRUE. Prior to submitting the T036.0 both the Main Meter and Sub Meter must already exist in the Central Systems with a valid status. Main Meter(s) must be associated to a Main...
SPID. For Non-Market Meters no Sub SPID is required. Scottish Water sends in the T036.0 with the D3026 MeterNetworkAssociation data item set to "TRUE" establishing the creation of a Meter Network. An appropriate Effective From Date is required and should be consistent with the install date of the relevant Sub Meter. Scottish Water will provide updated meter network topology data in such format and with such frequency as specified by the CMA.

Step e: CMA updates Meter Network data
loads meter.network.topology.data

The CMA will validate the T036.0 transaction and accept or reject the submitted transaction. Where the transaction fails validation Scottish Water will be sent a T009 with the appropriate error code.

Step f: CMA confirms Meter Network association

Within [X] business days of acceptance by the CMA of the T036.0 (Submit Meter Network Data) the CMA will notify the Licensed Provider(s) affected by the Meter Network update using data transaction T036.1 (Notify Meter Network Data), the transaction will contain the D3026 MeterNetworkAssociation data item with the value "TRUE" establishing the creation of a Meter Network association and the D4006 Effective From Date. The CMA will upload validated updated meter network topology to the Central Systems.
2.2 Process Diagram

Addition of Non-Market Meter to a Meter Network

<table>
<thead>
<tr>
<th>Time</th>
<th>Licensed Provider</th>
<th>CMA</th>
<th>Scottish Water</th>
</tr>
</thead>
<tbody>
<tr>
<td>within 5/8 BD of installation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>within 1 BD of T004.0 timestamp</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- Install meter
- Send meter details & Initial Read
- Load to Central Systems & notify SW
  - Meter Read Submission Validation CSD0203
- Provide updated meter network topology data
- Upload meter network topology data to the Central Systems

Updated March 2013

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### 2.3 Interface and Timetable Requirements

<table>
<thead>
<tr>
<th>step ID</th>
<th>Action</th>
<th>Process Step</th>
<th>From</th>
<th>To</th>
<th>Time parameter</th>
<th>Comments</th>
<th>(indicative) Txn ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>a</td>
<td>S</td>
<td>Install meter</td>
<td>SW</td>
<td>internal</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b</td>
<td>S</td>
<td>Send meter data &amp; Initial Read</td>
<td>SW</td>
<td>CMA</td>
<td>within 5/8 BD of meter installation</td>
<td>Ensure that Meter Read Type is Initial. X,Y Co-ordinates should be provided</td>
<td>T004.0 T005.0</td>
</tr>
<tr>
<td>c</td>
<td>S</td>
<td>Load data and notify Scottish Water</td>
<td>CMA</td>
<td>SW</td>
<td>Within 1 BD of T004.0 timestamp</td>
<td></td>
<td>T009.0</td>
</tr>
<tr>
<td>d</td>
<td>S</td>
<td>Provide updated Meter Network topology data</td>
<td>SW</td>
<td>CMA</td>
<td></td>
<td></td>
<td>T036.0</td>
</tr>
<tr>
<td>e</td>
<td>S</td>
<td>Accept or reject</td>
<td>CMA</td>
<td>internal</td>
<td>1 BD of T036.0</td>
<td>If rejected, send T009.1 Ends If accepted, update Central Systems</td>
<td>Accept or reject</td>
</tr>
<tr>
<td>ef</td>
<td>S</td>
<td>Notify LP Load data</td>
<td>CMA</td>
<td>LP Internal</td>
<td>1 BD of T036.0</td>
<td></td>
<td>T036.1</td>
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</table>
3. Meter Change

3.1.1 Process Description

This description should be read in conjunction with the Process Diagram in Section 4.2 and the Interface and Timetable Requirements in Section 4.3.

The process described here covers a “like for like” meter replacement i.e. there is no change to the meter configuration that would result in alteration to the Wholesale Charges.

Following a meter replacement, the meter data for the new meter shall be notified to CMA by Scottish Water within 5 Business Days, for activities undertaken by Scottish Water and 8 Business Days for activities undertaken by an Accredited Entity, of the meter replacement. In addition, the meter data for the replacement meter and End and Opening Reads for the meters shall be notified to CMA by Scottish Water.

3.1.2 Description of the Process Diagram Steps

This description should be read in conjunction with the Process Diagram in Section 3.2 and the Interface and Timetable Requirements in Section 3.3. The ‘step’ and ‘decision’ references appear to the bottom left of each step or decision symbol in the Process Diagram.

**Step a: Replacement meter installed**

Scottish Water will replace the meter in accordance with the timescales set out in this CSD.

**Step b: Update data to CMA: [T004.0, T017.0]**

Within 5 Business Days, for activities undertaken by Scottish Water and 8 Business Days for activities undertaken by an Accredited Entity, of the meter replacement, Scottish Water will provide the CMA with the new meter details, using Data Transaction T004.0 (Notify Meter Details).

Should the meter replacement involve a change of meter location, this information, in the form of X,Y co-ordinates, should also be provided by Scottish Water in such format and with such frequency as specified by the CMA.

Scottish Water will then issue the CMA with Data Transaction T017.0 (Notify Swap Meter), which includes details of the End and Opening Meter Reads. A SPID should not be included in the T017.0 transaction when swapping a Non-Market Meter as a Non-Market Meter is not associated with a SPID.
Scottish Water should note that the T017.0 must be sent after the T004.0, otherwise the new meter will not be recognised in the Central Systems and will result in a Data Transaction T009.1 (Error Notification) being issued to Scottish Water.

For the avoidance of doubt Scottish Water cannot use a T005.0 Final read to close one meter and use the “Add New Meter” process so swap a meter at a Supply Point.
3.2 Process Diagram

Non-Meter Change

<table>
<thead>
<tr>
<th>Time</th>
<th>Licensed Provider</th>
<th>CMA</th>
<th>Scottish Water</th>
</tr>
</thead>
<tbody>
<tr>
<td>Within 5/8 BD of meter change</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **a**
  - Replace non-market meter

- **b**
  - Provide meter details, swap info, End & Opening Reads

**T004.0**
**T017.0**

**Meter Read Submission Validation CSD0203**
### 3.3 Interface and Timetable Requirements

<table>
<thead>
<tr>
<th>Step ID</th>
<th>Action/Decision</th>
<th>Process Step</th>
<th>From</th>
<th>To</th>
<th>Time parameter</th>
<th>comments</th>
<th>Market Code Ref</th>
<th>Clause</th>
<th>(indicative) Data Transaction ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>a</td>
<td>S</td>
<td>Replacement Meter installed</td>
<td>SW</td>
<td>internal</td>
<td></td>
<td>All transactions must be present and must be sent in this order:</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| b       | S               | Provide meter details, swap info, End & Opening Reads | SW       | CMA      | within 5/8 BD of meter change | T004.0 Meter details for new meter  
|         |                 |                                       |          |           |                | T017.0 Swap notification (old, new)  
|         |                 |                                       |          |           |                | X,Y Co-ordinates should also be provided if meter location changes.        |                 |        |                                 |