

Agenda

DSC Change Management Committee

10:30 Wednesday 13 February 2019

at Xoserve Limited, Lansdowne Gate, 65 New Road, Solihull, B91 3DL

Teleconference: 020 3582 4515, ID 401-706-701

Screen Sharing: <https://join.me/JointOffice>

Short notice items are in italics

** indicates where the material is expected to be provided late*

Item	Topic	Lead	Category
1. Introduction			
1.1.	Apologies for absence	Chair	Information
1.2.	Alternates		
1.3.	Confirm Voting rights		
1.4.	Approval of Minutes (09 January 2019)		
2. New Change Proposals - Initial Review			
2.1.	XRN4824 – National Grid Transmission Daily Gemini Report	NTS (PL)	Approval
2.2.	XRN4850 – Notifications of Customer contact details to Transporters	DNO (RP)	Approval
2.3.	XRN4851 – Moving Market Participant Ownership from SPAAA to UNC/DS	CDSP (KD)	Approval
2.4.	XRN4852 – Amendments to the DSC Change Management Procedure	CDSP (ES)	Approval
2.5.	XRN4853 – UIG – Recommendations 3.1 Option	CDSP (LJ)	Approval
2.6.	XRN4854 – Transfer of NDM Sampling Obligations from Distribution Network Operators to the CDSP*	DNO (CW)	Approval
2.7.	XRN4858 - Amendments to DSC Service Description Table	CDSP (ES)	Approval
2.8.	XRN4859 - Increasing MAM Access to CDSP Data to Mitigate Reduced MAM Appointment Timescale	CDSP (ES)	Approval
2.9.	XRN4860 - National Temporary UIG Monitoring	npower (JR)	Approval
3. New Change Proposals - Post Initial Review			
	None		
4. New Change Proposals - Post Solution Review			
4.1.	XRN4777 – Acceptance of Contact Details Updated	CDSP (ES)	Approval

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4.2. XRN4044 – Extension of Must-Read Process to include Annual Read Sites (withdrawn)	CDSP (ES)	Information
4.3. XRN4753 – CMS Increase Information Provided in .QCL Response File (withdrawn)	CDSP (ES)	Information
4.4. XRN4806 – <i>Additional data at National Level to support UIG Allocation validation</i>	CDSP (ES)	Approval
5. Xoserve DSC Implementation Plan	CDSP (RJ)	Approval
6. Approval of Change documents		
6.1. XRN4828 – November 2019 Release (EQR)*	CDSP (ES)	Approval
7. Release Approvals / Updates		
7.1. Release 3 Project Dashboard	CDSP (PH/TL)	Information
7.1.1. Release 3 Project Dashboard and Plan Update (Track 2)	CDSP (PH/TL)	Information
7.1.2. XRN4534 – RGMA Validation Deployment Position Update*	CDSP (PH/TL)	Information
7.2. February 2019 Releases – Delivery Plan	CDSP (RH)	Information
7.3. November 2019 Release – Delivery Plan	CDSP (RH)	Information
7.4. June 2019 Release – Delivery Plan*	CDSP (LC)	Information
7.5. XRN4665 - Creation of New End User Categories – Delivery Plan*	CDSP (LC)	Information
7.6. Potential Minor Release Drop 4 (July 2019 Scope)	CDSP (JB)	Information
7.7. Change Assurance Update	CDSP (JB)	Information
8. CSS Consequential Change Update*	CDSP (EL)	Information
9. XRN4695 UIG Taskforce Update	CDSP (FC)	Information
10. Amendment Invoice – Verbal Update	CDSP (MD/DC)	Information
11. Horizon and Future Release Change Planning		
11.1. Bubbling Under' Report	CDSP (ER)	Information
11.2. Gemini Horizon Planning	CDSP (HR)	Information
11.3. UK Link Changes plan on a page	CDSP (RH)	Information
12. Finance and General Change Budget Update	CDSP (JJ)	Information
13. Review of Outstanding Actions	Chair	Discussion
14. Any Other Business		
14.1. IX Refresh Update*	CDSP (JW)	Information
14.2. XRN4790 – Introduction of Winter Reads/Consumption Reports (Mod 0652): Annual Winter Consumption Calculation Issue	CDSP (ES)	Information
14.3. Update on XRN4634 – Data Catalogue	CDSP (DA)	Information
14.4. Using new Xoserve website for the management and distribution of Change Packs	CDSP (RJ)	Discussion
14.5. Published Change Proposals – moving from the Joint Office website as a reference to Xoserve.com	CDSP (RJ)	Discussion
14.6. MDD Update	CDSP (DA)	Information
14.7. KVI Change Management Survey Results	CDSP (ES)	Information

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15. Diary Planning	Chair	Information
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Action Table (as at 09 January 2018)					
Action Ref	Meeting Date	Min Ref	Action	Owner	Status Update
1101	06/11/18	3.1	CDSP to review how data changes are prioritised with customers	CDSP (LW)	Carried Forward
1103	06/11/18	7.3	CDSP to consider the visibility of defect changes. Discussing through DSG – work being done by Paul Orsler	CDSP (ESm)	Carried Forward
0101	09/01/19	6.2	CDSP to provide an update at the March DSC Change Management Committee meeting on the creation of the quarterly report.	CDSP (ESm)	Pending
0102	09/01/19	7.1.2	CDSP to provide the Committee with their level of confidence for a 01 March implementation for XRN4534 once an internal assessment had been completed.	CDSP (ESm)	Pending

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