Joint Office of Gas Transporters

Agenda
DSC Change Management Committee
10:30 Wednesday 07 August 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. Shipper User Retirement			
1.4. Confirm Voting Rights			
1.5. Approval of Minutes (10 July 2019)			
2. New Change Proposals - Initial Review			
2.1. XRN4977 - Amendments to DSC Change Management Guidelines	CDSP (RJ)	Approval
2.2. XRN4980 - Change Supply Point Enquiry API to add in extra field and make certain other fields visible	CDSP (JG)	Approval
2.3. XRN4990 - Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4 (MOD0664)	CDSP (JR)	Approval
2.4. XRN4991 - Enabling large scale utilisation of Class 3 – MOD0700 - URGENT	CDSP (JR)	Approval
2.5. XRN4992 - Modification 0687 - Creation of new charge to recover Last Resort Supply Payments	CDSP (JR)	Approval
2.6. XRN4993 - DSC Service Description Table cosmetic change to service line table as of April 2019	CDSP (JR)	Approval
2.7. XRN4994 - Contract extension/variation for Performance Assurance Framework Administrator for 2019/20*	CDSP (JR)	Approval
2.8. XRN4995 - Procurement of a laboratory simulation on gas temperature within the meter*	CDSP (JR)	Approval
3. New Change Proposals - Post Initial Review			None
4. New Change Proposals - Post Solution Review			
4.1. XRN4850 - Notification of Customer contact details to Transporters*	CDSP (ER)	Approval

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4.2. XRN4871 (Part B) - Modification 0665 – Changes to Ratchet Regime*	CDSP (ER)	Approval
4.3. XRN4888 - Removing duplicate address validation for IGT Meter Supply points.	CDSP (PO)	Approval
4.4. XRN4932 Improvements to the quality of the Conversion Factor values held on the Supply Point Register (MOD0681S)	CDSP (SH)	Approval
5. Xoserve DSC Implementation Plan	CDSP (RH)	Approval
6. Approval of Change documents		
6.1. EQR for June 2020*	CDSP (RH/ES)	Approval
6.2. CCR for XRN4626.3 - MNumber Portal Enhancements	CDSP (RH)	Approval
6.3. CCR for XRN4790 - Introduction of winter read/consumption reports and associated obligation (MOD0652)	CDSP (KS)	Approval
7. Release Approvals / Updates		
7.1. June 2019 Release – Delivery Plan	CDSP (SB)	Information
7.2. XRN4665 - Creation of New End User Categories (EUC) – Delivery Plan	CDSP (MR)	Information
7.3. Minor Release Drop 4 - Project Update	CDSP (BB)	Information
7.4. Minor Release Drop 5 - Project Update	CDSP (BB)	Information
7.5. November 2019 Release - Delivery Plan	CDSP (TL)	Information
7.6. XRN4914 Retrospective Data Update Provisions (Mod 0651) – Project Update	CDSP (TO)	Information
7.7. Retail & Network Allocated / Unallocated Change Update	CDSP (RH)	Information
7.8. Change Impacts*	CDSP (RH/JR)	Discussion
7.9. Change Assurance Health Check	CDSP (TH)	Information
7.10. Data Office Changes*	CDSP (JG)	Information
7.11. XRN4995 - Amendment of MDD PSR Needs Codes and Needs Code Descriptions (implementation date discussion)	CDSP SH/ER	Discussion
8. CSS Consequential Change		
8.1. CSS Update*	CDSP (EL)	Information
9. UIG Taskforce Update	CDSP (LJ)	Information
10. Amendment Invoice	CDSP (AS)	Information
11. Horizon and Future Release Change Planning		
11.1. Bubbling Under Report	CDSP (ER)	Information
11.2. Gemini Horizon Planning	CDSP (HR)	Information
12. Finance and General Change Budget Update*		
12.1. Finance and General Change Budget Update	CDSP (MR)	Information
13. Review of Outstanding Actions	Chair	Discussion
14. Any Other Business		

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14.1. Process for Updates to the DSC Service Description Table	CDSP (RJ)	Approval
14.2. IX Refresh Update	CDSP (JW)	Information
14.3. July Change Pack	CDSP (RJ)	Discussion
14.4. Impact of Mod 0700 on the change pipeline	W&W (RP)	Discussion
14.5. DSG Governance Group - Recommendations	CDSP (AC)	Approval
14.6. Xoserve Strategy Update (to be covered after agenda item 1)	CDSP RP	Information
15. Diary Planning	Chair	Information

Action Table (as at 10 July 2019)

Action Ref	Meeting Date	Min Ref	Action	Owner	Status Update
0701	10/07/19	7.7	*R&N Update - Unallocated Changes and Discussion on Change Congestion – two-year view that will include scope of approval for the next Release* - IL will put forward a process to be put in place and present at the next meeting.	Xoserve (IL)	**Pending**
0702	10/07/19	8.3	*Confirmation of Change Pack Approach for CSSC* - Xoserve to consider how the distribution lists will work.	Xoserve (PO)	**Pending**

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