

**UNC DSC Extraordinary Change Management Committee Minutes**  
**Friday 22 November 2019**  
**via teleconference**

<b>Attendees</b>			
Bob Fletcher (Chair)	(CS)	Joint Office	Non-Voting
Maitrayee Bhowmick-Jewkes (Secretary)	(MBJ)	Joint Office	Non-Voting
<b>Shipper User Representatives</b>			
Claire Louise Roberts (Alternate)	(CR)	Scottish Power	Class A-Voting
Mark Jones	(MJ)	SSE	Class A-Voting
Lorna Lewin	(LL)	Orsted	Class B Voting
Alex Mann	(AN)	Gazprom	Class C Voting
<b>Transporter Representatives</b>			
Sally Hardman (Alternate)	(GD)	SGN	DNO-Voting
Richard Pomroy	(RP)	Wales and West Utilities	DNO-Voting
John Cooper	(JC)	IGT Representative	IGT-Voting + Alternate
<b>CDSP Change Management Representatives</b>			
Emma Smith	(ES)	Xoserve	Non-Voting
James Rigby	(JR)	Xoserve	Non-Voting
Paul Orsler	(PO)	Xoserve	Non-Voting
<b>Observers/Presenters</b>			
Megan Coventry	(MC)	SSE	Non-Voting
Jai Leroche	(JL)	Xoserve	Non-Voting
Richard Hadfield	(RH)	Xoserve	Non-Voting

Copies of all papers are available at: [www.gasgovernance.co.uk/dsc-change/221119](http://www.gasgovernance.co.uk/dsc-change/221119)

**1. Introduction**

**1.1. Alternates**

Claire Louise Roberts for Stephanie Clements

John Cooper for Kevin Duddy

Sally Hardman for Guv Dosanjh

**1.2. Confirm Voting rights**

Representative	Classification	Vote Count
<b>Shipper Representatives</b>		
Claire Roberts	Shipper Class A	1 vote
Mark Jones	Shipper Class A	1 vote
Lorna Lewin	Shipper Class B	2 votes
Alex Mann	Shipper Class C	2 votes
<b>Transporter Representatives</b>		
Sally Hardman	DNO	1 vote
Richard Pomroy	DNO	1 vote
John Cooper + Alternate	IGT	2 votes

**2. XRN4992 MOD0687 Creation of new charge to recover Last Resort Supply Payments (Agenda item 4.2 from 13.11.19)**

BF reminded the Committee that their previous discussions on the matter required either a minded to implement view or an implementation decision from Ofgem for the Change Proposal XRN4992 to be progressed. Emma Smith (ES) informed the Committee that without the Committees decision on this Change Proposal, the CDSP would be unable to include this change in the February 2020 release.

Mark Jones (MJ) advised that he asked the UNC Modification Panel Ofgem Representative at the meeting held on 21 November when a decision could be expected or if they would be willing to provide a minded to view. He advised that Ofgem were unable to give a response on when a decision could be expected or a timescale of how long this may take, as the Modification could have licence or changing impacts. MJ suggested that a decision would not be forthcoming for a while.

ES informed the Committee that Change Proposal XRN4992 interim solution would need to be taken out of the February release if they were unwilling to provide a decision to implement. The CDSP will keep enduring solution on the unallocated list of changes, potentially for a November 2020 release, subject to Ofgem approval of the UNC Modification.

Richard Hadfield (RH) advised that to implement this change by November, it's scope should be agreed by the Committee by February. Therefore, it would be beneficial to get a decision from Ofgem by January if possible.

Approval was sought from Shipper Users, DNO and IGTs on whether Change Proposal XRN4992 should be included in the February 2020 release. This was unanimously rejected.

<b>Voting Outcome:</b>		
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Claire Louise Roberts	1 votes	Against
Mark Jones	1 vote	Against
Lorna Lewin	2 votes	Against
Alex Mann	2 votes	Against
<b>Total</b>	<b>6 votes</b>	<b>Against</b>
<b>Transporter Representatives</b>	<b>Voting Count</b>	<b>For/Against</b>
Sally Hardman	1 vote	Against
Richard Pomroy	1 vote	Against
John Cooper + Alternate	2 votes	Against
<b>Total</b>	<b>4 votes</b>	<b>Against</b>

**3. BER for XRN4996 June 2020 – Shipper, DNOs & IGTs (Agenda item 7.4 from 13.11.19)**

EM suggested descoping Change Proposals XRN4691, XRN4692 and XRN4871b from the June 2020 release scope.

IGT and DNOs were asked to vote and approval was received to remove these from the June 2020 release.

<b>Transporter Representatives</b>	<b>Voting Count</b>	<b>For/Against</b>
Sally Hardman	1 vote	For
Richard Pomroy	1 vote	For
John Cooper + Alternate	2 votes	For
<b>Total</b>	<b>4 votes</b>	<b>For</b>

ES went through the rest of the slide pack for the Market Trials in June 2020. The CDSP have now reduced the scope of the trials so therefore the costs are also reduced. The trials will only include four changes now.

It was highlighted that there needs to be a risk margin in the CDSPs costs to cover changes and testing scope. There are also some fixed costs in the change environment which will need to be allocated on a pro-rata basis.

ES informed the Committee that when the Market Trials were reviewed at DSG, the general consensus was to use a light touch. However, there are some concerns on whether this would be suitable as their review included the wider scope of the trials, including three changes which are now out of scope. The CDSP are therefore recommending that the Market Trials should be between medium and light touch.

Both LL and AM challenged the need to approve the Market Trials proposals at this time when further information would be available early in the New Year. ES advised that the proposals could be approved and revisited as real costs would not be incurred until the end of February.

The Committee was asked to vote to approve Market Trials in June 2020 with the reduced scope:

<b>Voting Outcome:</b>		
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Claire Roberts	1 votes	For
Mark Jones	1 vote	For
Lorna Lewin	2 votes	Against
Alison Neild	2 votes	Against
<b>Total</b>	<b>2 votes for and 4 votes against</b>	
<b>Transporter Representatives</b>	<b>Voting Count</b>	<b>For/Against</b>
Sally Hardman	1 vote	For
Richard Pomroy	1 vote	For
John Cooper + Alternate	2 votes	For
<b>Total</b>	<b>4 votes</b>	

With 6 votes in favour and 4 votes against, the Committee approved the preparation of the proposed Market Trials set up.

The CDSP advised the Committee that they would be willing to wait for a final go ahead decision on this Change Proposal at February meeting when they could provide more information on the Trials establishment and costs. Richard Pomroy (RP) queried if the Change Management Committee would see any reiteration of costs. ES confirmed that they would.

The CDSP are willing to have a further vote regarding the Market Trials in February so parties have a further opportunity to decide whether they are willing to proceed with Change Proposal.

**4. XRN4996 – June 20 Market Trials Options (Agenda item 8.3 from 13.11.19)**

ES presented the revised BER for XRN4996.

Lorna Lewin (LL) queried if it was necessary for the BER to be approved immediately. ES advised that if it was not completed today, the delivery of the June 2020 release would be at risk.

RP queried if the Committee can sign off on the BER but vote for Market Trials at a later date. ES confirmed that whilst the BER has to be approved today, the Market Trials do not need to be approved until February 2020.

Shipper Users, DNO and IGTs were asked to vote on the BER and this was unanimously approved:

<b>Voting Outcome:</b>		
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Claire Louise Roberts	1 votes	For
Mark Jones	1 vote	For
Lorna Lewin	2 votes	For
Alison Neild	2 votes	For
<b>Total</b>	<b>6 votes</b>	<b>For</b>
<b>Transporter Representatives</b>	<b>Voting Count</b>	<b>For/Against</b>
Sally Hardman	1 vote	For
Richard Pomroy	1 vote	For
John Cooper + Alternate	2 votes	For
<b>Total</b>	<b>4 votes</b>	<b>For</b>

The Committee voted unanimously in favour to approve the BER,

**5. AOB**

None.