Change Management Committee

12th August 2020

2. Finance and General Change Budget Update

- DSC Change Budget BP20 (Financial Year To Date)
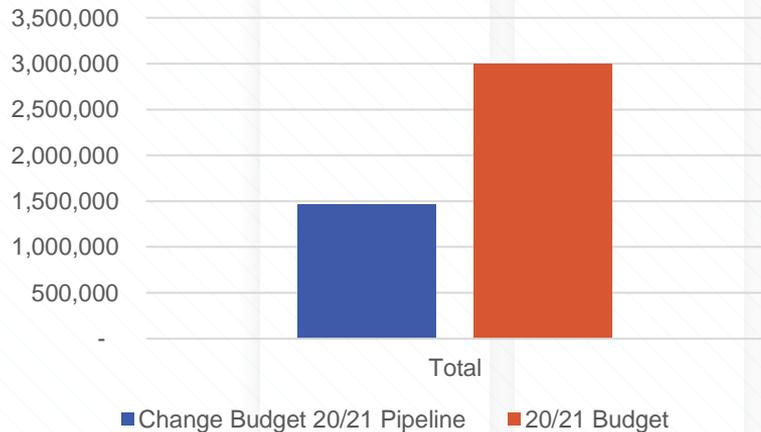
- DSC Change Budget BP21

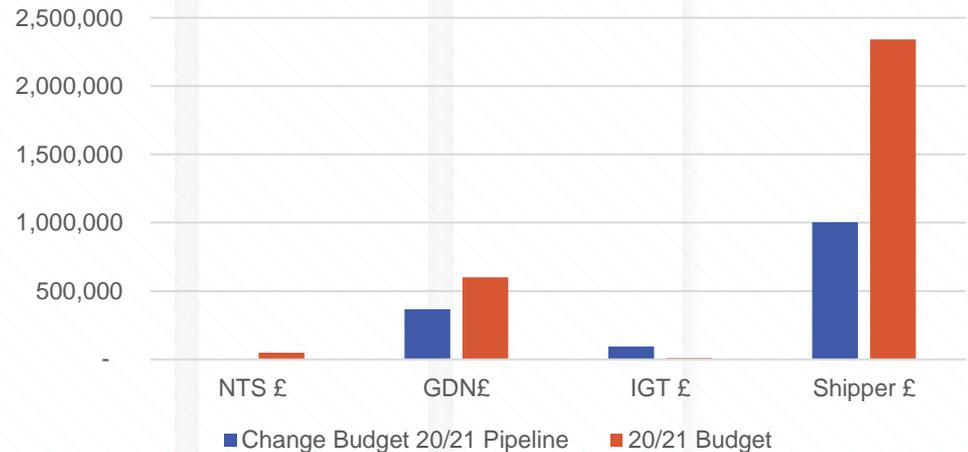# DSC Change Budget BP20 (Financial Year To Date)

Budget v Spend BP20/21 Financial Year To Date (FYTD)

- In historic meetings a 'spreadsheet approach' has been taken to the presentation of budget v spend tracking. The budget update has typically been presented before AOB. Going forward Xoserve will be presenting a more visual update at the start of each meeting

Total Budget v Spend BP20/21 FYTD
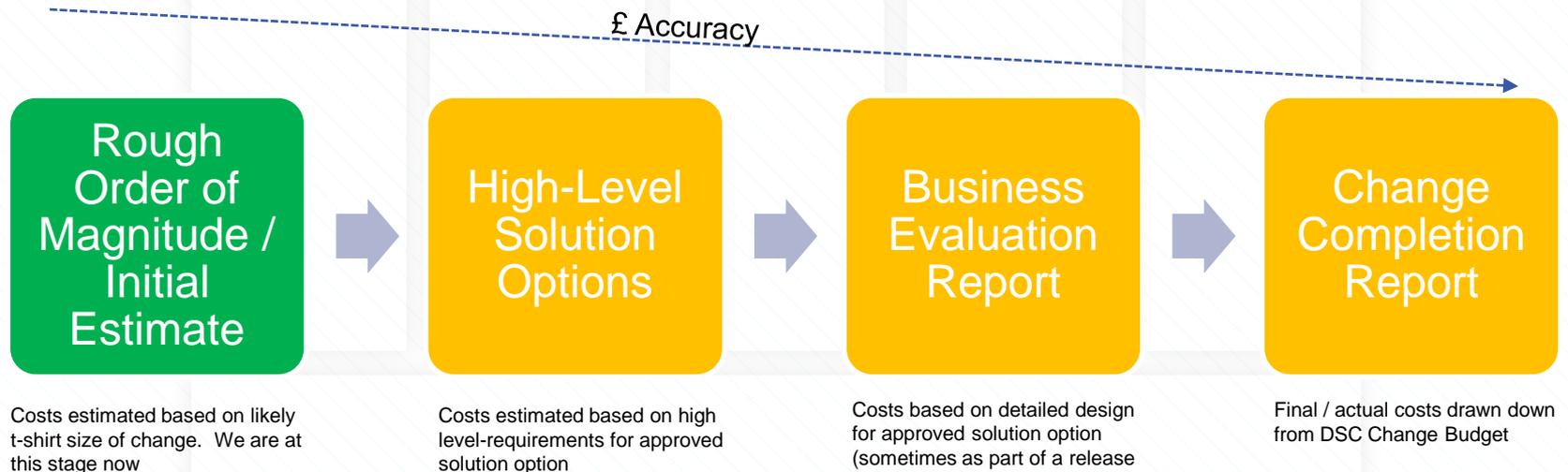
Constituency Budget v Spend BP20/21 FYTD

Microsoft Excel
Worksheet

DSC Change Budget BP21

Background

- Each year ChMC is tasked with recommending a DSC Change Budget for the coming financial year

- The recommendation is presented to CoMC for consideration and, in the event of approval, insertion into the wider Business Plan (BP)

- The budget is an estimate of how much money each constituent may need to fund customer changes the CDSP is either obliged (i.e. regulatory change) or requested (value add) to deliver

- As with any budget, there are 'known' costs that are highly likely to be require funding and 'as yet unknown' costs which need to be accounted for

- The budget recommendation is required today to meet the wider business plan timeline
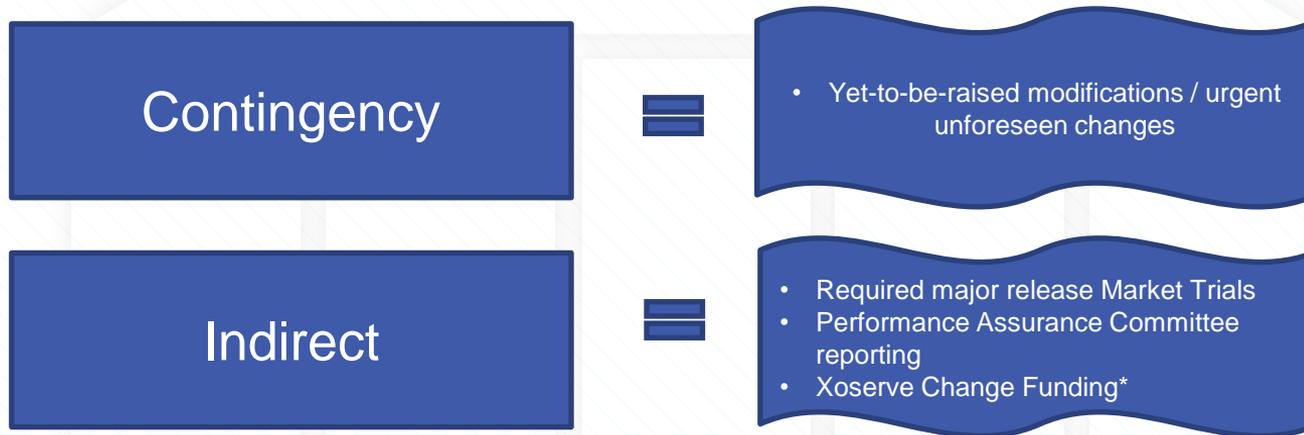
Method for deriving 'known' costs

- More focus has been applied to this years method of revealing the 'known' costs at a more granular level and also to how the budget can help deliver change with more fluidity where appropriate. Discussions with each constituency have taken place as to the pipeline of change

- Given that capture is still outstanding on the majority of changes that will / may need to be delivered during the relevant budget period, the associated costs of the known changes are high-level initial estimations that *will change* and become more accurate as we move through the capture process:

£ Accuracy

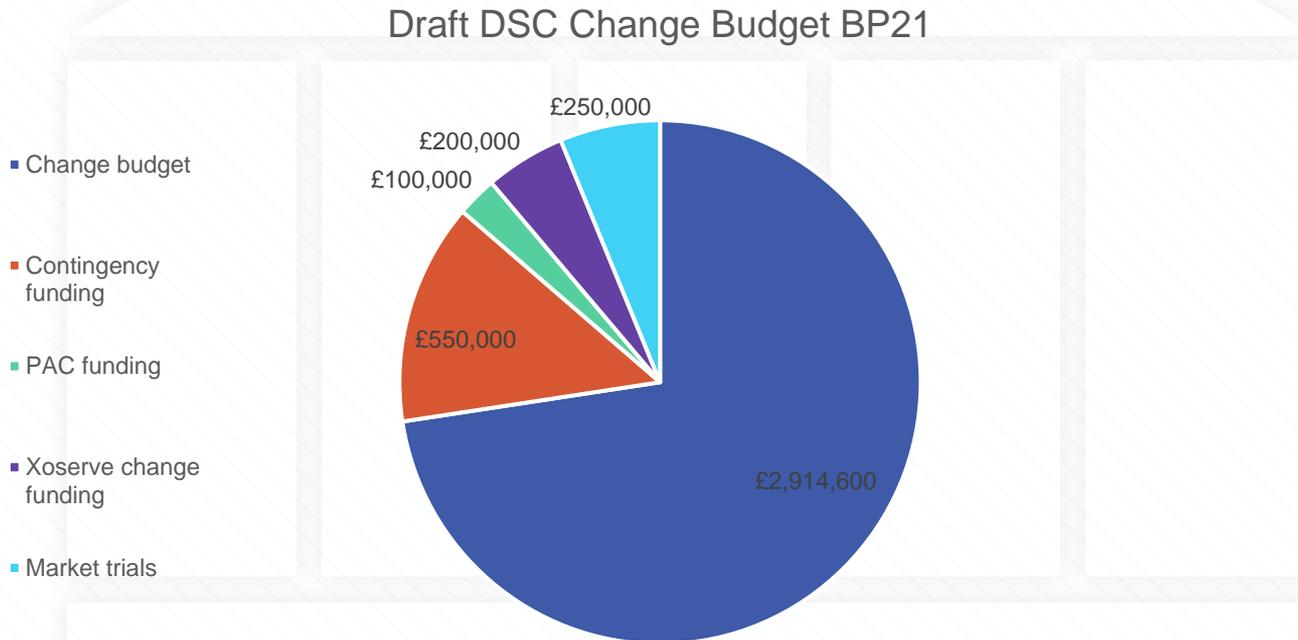| Rough Order of Magnitude / Initial Estimate	High-Level Solution Options	Business Evaluation Report	Change Completion Report
Costs estimated based on likely t-shirt size of change. We are at this stage now	Costs estimated based on high level-requirements for approved solution option	Costs based on detailed design for approved solution option (sometimes as part of a release	Final / actual costs drawn down from DSC Change Budget

Unknown / 'indirect' costs

- Along with known costs being estimated, it is proposed that ChMC has money set aside for 'as-yet-unknown' and indirect change. These costs (derived from historic trends and discussions with PAC) are shared out between constituencies based on relative % split of wider budget

Contingency	=	• Yet-to-be-raised modifications / urgent unforeseen changes
Indirect	=	• Required major release Market Trials • Performance Assurance Committee reporting • Xoserve Change Funding*

* The 'Xoserve Change Fund' is being proposed so that the CDSP can move to address UK Link improvements with greater fluidity. This proposition would provide the CDSP with the opportunity to deliver central system improvements outside of the major and minor release schedule in a fully transparent manner
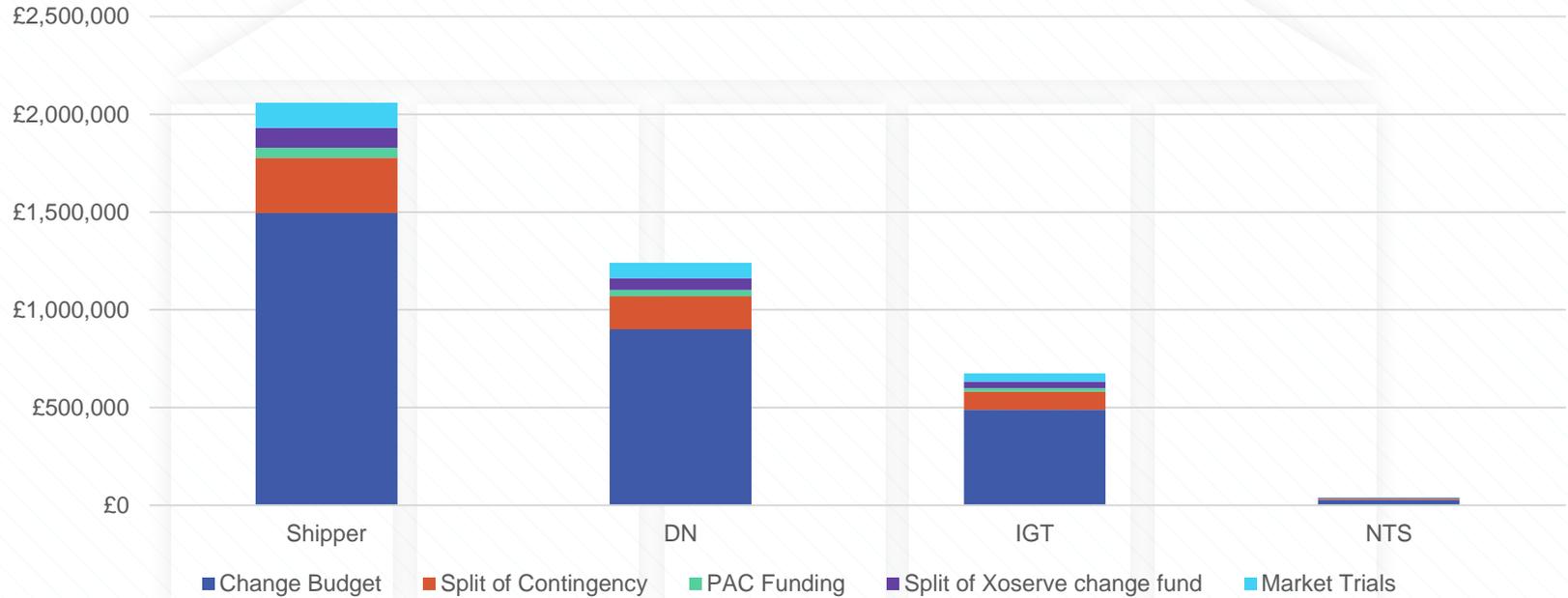
Combined Draft BP21 Change Budget

- Constituency discussions have provided Xoserve with a steer as to what is required / desired for delivery using BP21 funds. This has driven out a requirement for a total budget of £4m broken down as shown in the pie chart below:

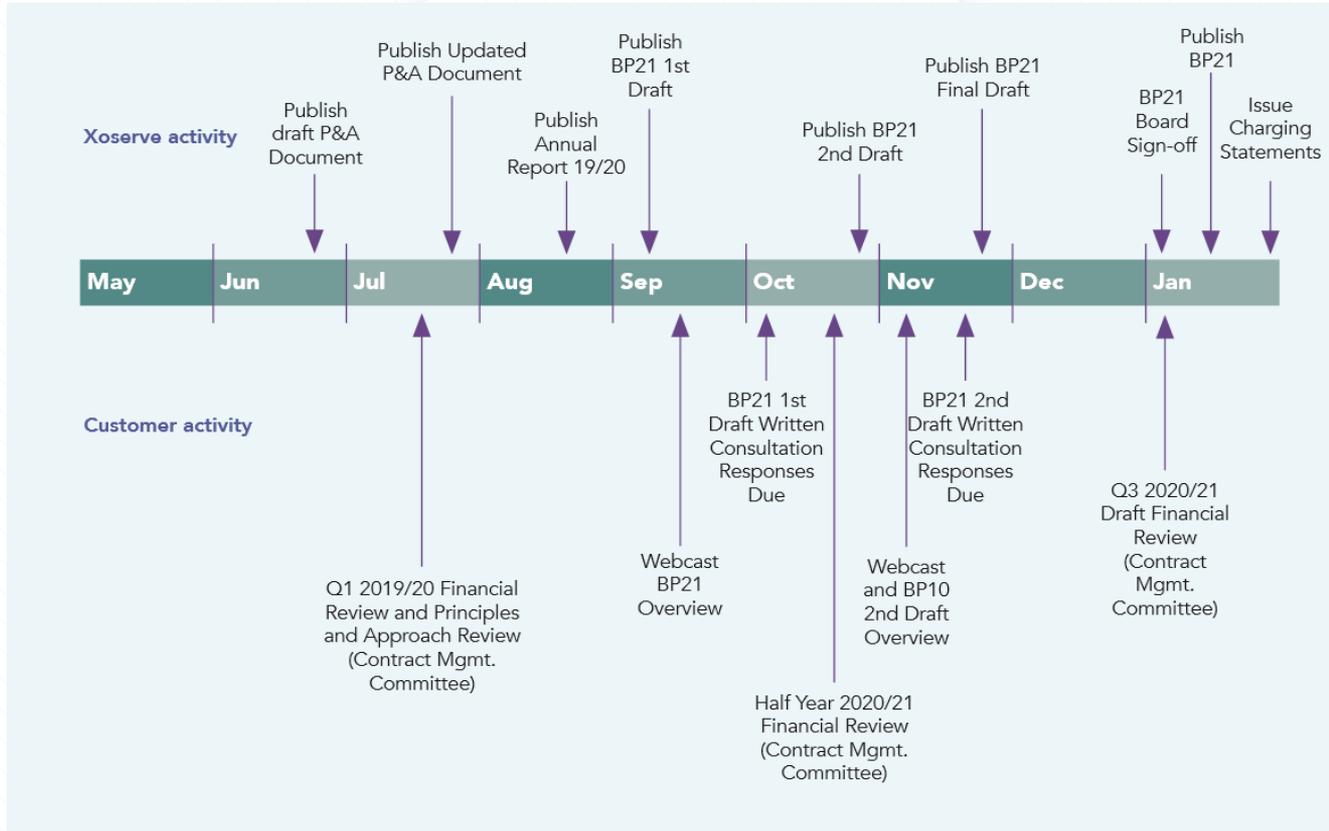### Draft DSC Change Budget BP21

Legend:
- Change budget
- Contingency funding
- PAC funding
- Xoserve change funding
- Market trials

Values shown: £250,000, £200,000, £100,000, £550,000, £2,914,600

Constituency View

Draft DSC Change Budget

BP21 Timeline

Xoserve activity

- Publish draft P&A Document
- Publish Updated P&A Document
- Publish Annual Report 19/20
- Publish BP21 1st Draft
- Publish BP21 2nd Draft
- Publish BP21 Final Draft
- BP21 Board Sign-off
- Publish BP21
- Issue Charging Statements

| May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan |

Customer activity

- Q1 2019/20 Financial Review and Principles and Approach Review (Contract Mgmt. Committee)
- Webcast BP21 Overview
- BP21 1st Draft Written Consultation Responses Due
- Half Year 2020/21 Financial Review (Contract Mgmt. Committee)
- Webcast and BP10 2nd Draft Overview
- BP21 2nd Draft Written Consultation Responses Due
- Q3 2020/21 Draft Financial Review (Contract Mgmt. Committee)

3. New Change Proposals – Initial Review

New Change Proposals – Initial Review

XRN / Title	Voting				DSC Service Area
	Shipper	DNO	IGT	NTS	
XRN5206 TPI/PCW Access	X				Service Area 1: Manage supply point registration
XRN5135 DNO and NTS Invoices to Shippers and DNs VAT compliance	X	X		X	Service Area 7: NTS Capacity, LDZ Capacity, Commodity, Reconciliation, Ad-Hoc Adjustment and Energy Balancing Invoices
XRN5180 Inner Tolerance Validation for replacement reads and read insertions	X				Service Area 5: Metered volume and quantity
XRN5153 iConversion Phase 2		X		X	No service lines are impacted
XRN5218 CDSP provision of Class 1 read service	X	X			Service Area 1: Manage supply point registration Service Area 3: Record/submit Data in Compliance with UNC Service Area 22: Specific Services
XRN5209 Amendments to the CDSP Service Document - Budget & Charging Methodology v4	Information Only				N/A
XRN5120 - MAP to UKL Monthly Comparison Service Split Change	Information Only				N/A

XRN5206 TPI/PCW Access

Voting Parties

Customer Class	Voting Party?
Shipper	X
Distribution Network Operators (DNOs)	
National Grid Transmission	
IGT's	
Impacted Parties:- DNO & Other [Suppliers, End users] (as per CP)	

DSC Service Area:	Service Area 1: Manage supply point registration
Link to Change Proposal	Link to CP

Change Type	Non Regulatory
Priority Score	

Sponsor Representative	ENGIE

Change Details

Problem Statement

It's imperative that we improve the efficiency and accuracy of any supplier switch for the end customer, the supplier and ourselves.
We currently contract over 3500 MPRN's per year, which has a contractual consumption of over 2.6 TWh's.
The central problem is the avoidable excess costs and delays for customers, suppliers and TPIs due to lack of visibility of the switching process
Lack of transparency of the central data means that issues or objections with a transfer are often not noticed until too late which can result in transfer delays, customers paying penalties and /or out of contract rates or not getting the contract they signed up to. Suppliers lose out if they have purchased the energy and have to sell it back to the market or if there is a delay to their contract starting. To try and compensate for lack of transparency, NGP has to continually communicate with multiple suppliers and the end customers to try to find out if there are any problems and it's often difficult to ascertain what is going on in a timely manner. This is a drawn out inefficient process that causes long delays in identifying objections and causes an admin burden on all parties as well as a poor customer experience.

Please refer to the Change Proposal for full statement

Change Description

To be granted access to non-domestic data via the DES and API.

XRN5135 DNO and NTS Invoices to Shippers and DNs VAT compliance

Voting Parties

Customer Class	Voting Party?
Shipper	X
Distribution Network Operators (DNOs)	X
National Grid Transmission	X
IGT's	
Impacted Parties:- Shipper, DNO & NGT	

DSC Service Area:	Service Area 7: NTS Capacity, LDZ Capacity, Commodity, Reconciliation, Ad-Hoc Adjustment and Energy Balancing Invoices
Link to Change Proposal	Link to CP

Change Type	Regulatory
Priority Score	High

Sponsor Representative	Wales & West Utilities

Change Details

Problem Statement

Invoices issued to DNs and the invoices issued to Shippers on behalf of DNs are missing some of the details set out in https://www.gov.uk/vat-record-keeping/vat-invoices

Specifically, customer name and address and vendor address. As such the invoices are not compliant with UK VAT legislation.

Change Description

Invoices to be amended to include the following information:

Customer Name
Customer Address
Vendor Address

XRN5180 Inner Tolerance Validation for replacement reads and read insertions

Voting Parties

Customer Class	Voting Party?
Shipper	X
Distribution Network Operators (DNOs)	
National Grid Transmission	
IGT's	
Impacted Parties:- Shipper	

DSC Service Area:	Service Area 5: Metered volume and quantity
Link to Change Proposal	Link to CP

Change Type	Non Regulatory
Priority Score	

Sponsor Representative	Xoserve

Change Details

Problem Statement

There have been 58k replacement reads rejected as they fall between two existing reads, have failed the inner tolerance check (ITC) for one consumption period and the override flag has been populated.

Change Description

In the shipper read files, there is a provision for an override flag to be provided where the consumption fails the inner tolerance checks. When a read is replaced (and there is a previous and subsequent read present for the replaced read) or a read is inserted between 2 reads, the replaced/inserted read is validated against the previous and subsequent reads and energy tolerances are performed both ways for both periods.

There can be instances where only one of the 2 periods fail the inner tolerance and hence would need the override flag, while the other does not. In such cases, the read will always be rejected due to the consumption failing inner tolerance checks for one of the 2 periods.

The read validation logic needs to be amended such that if either of the 2 periods need an override flag and one has been provided, the read should be accepted.
There would also be changes to UNCVR (UNC Validation Rules) document to update the respective rules on inner tolerances for such instances.

XRN5153 iConversion Phase 2

Voting Parties

Customer Class	Voting Party?
Shipper	
Distribution Network Operators (DNOs)	X
National Grid Transmission	X
IGT's	
Impacted Parties:- DNO	

DSC Service Area:	No service lines are impacted
Link to Change Proposal	Link to CP

Change Type	Non Regulatory
Priority Score	

Sponsor Representative	Xoserve

Change Details

Problem Statement

National Grid are migrating all services currently running on Globalscape, BFTS, Chamois and Revenge which are the file transfer applications used in the National Grid Leicester and Hinkley Data Centres. The National Grid services are being migrated to Oracle Fusion Managed File Transfer (MFT) on their Strategic CIS Platform. This work has been managed under XRN5092. The non NG interface files identified within the scope of this change need to be re-routed to circumvent BFTS / Globalscape and transfer directly to the recipient from Xoserve.

Completion of this activity will facilitate National Grid's exit from the Leicester and Hinkley Data Centres. It will also address the risks associated with transferring files across out of support file transfer applications.

The current applications are out of support and therefore pose a security risk to the business. In the event of a failure National Grid Information Technology (NG IT) will be unable to meet the agreed Service Level Agreements (SLAs) for many key applications because the file transfer applications are out of support and National Grid are not entitled to any security patches.

Change Description

This Change looks to carry out an impact assessment of the Xoserve to Xoserve customer interfaces that are still configured on National Grid's GlobalScape and BFTS file transfer applications, and understand what steps need to be undertaken to re-route these files to ensure that they are sent directly from Xoserve to the required destination so they no longer transfer through the NG estate.

XRN5218 CDSP provision of Class 1 read service

Voting Parties

Customer Class	Voting Party?
Shipper	X
Distribution Network Operators (DNOs)	X
National Grid Transmission	
IGT's	
Impacted Parties:-Shipper & DNO	

DSC Service Area:	Service Area 1: Manage supply point registration Service Area 3: Record/submit Data in Compliance with UNC Service Area 22: Specific Services
Link to Change Proposal	Link to CP

Change Type	Regulatory
Priority Score	High
Sponsor Representative	Wales and West Utilities

Change Details

Problem Statement

The Transporter obligation of providing a Daily Meter Read service to Shippers for non-telemetered Class 1 Supply Meter points needs to be removed. The obligation needs to be transferred to the CDSP, who will then provide the Class 1 Supply Meter Point read service.

Change Description

This is based upon a UNC Modification (0710 – CDSP provision of Class 1 read service) obligating the CDSP to take on Class 1 read provision on behalf of Shippers. The Modification was raised as the industry felt it appropriate for the provision of the service to be managed centrally and on behalf of Shippers which gives Shippers more control over this service. Although moving to CDSP provision does not provide each Shipper individual control, it allows Shippers to collectively define the service.

The charges for Daily Metered (DM) assets and DM read charges will be removed from Transporter Metering Charging statements and will no longer be included in the invoices sent by the CDSP on behalf of Transporters. They will be replaced by DSC charges.

This Change Proposal has been raised to put in place the processes and make the required changes to deliver what is set out within Modification 0710.

XRN5209 Amendments to the CDSP Service Document - Budget & Charging Methodology v4

Voting Parties

Customer Class	Voting Party?
Shipper	N\A
Distribution Network Operators (DNOs)	N\A
National Grid Transmission	N\A
IGT's	N\A
Impacted Parties:- All	

DSC Service Area:	N\A
Link to Change Proposal	Link to CP

Sponsor Representative	Xoserve

Change Details

Change Description

This is a proposal to amend v4 of the Budget & Charging Methodology. The slide deck (which is based on what was submitted to the 15th July CoMC) provides the background to the change is attached to the CP; a summary of our engagement with customers through attendance at various industry and constituency meetings; and the assessment of financial impacts on charges that result in the proposals below.

1) To change the Charge Base Apportionment Table in paragraph 3.1 replacing the current 22 Service Areas with 15 new Service Area descriptions and for each new Service Area, the revised percentage allocations to Customers.

2) Clarified the definition of cost to include debt (per June CoMC discussions)

3) Cosmetic updates to paragraph references in paragraph 4

4) Update references to Service Areas in paragraph 7.2.2. and include the Managing Change service area as an exception from the standard funding % calculation.

XRN5120 - MAP to UKL Monthly Comparison Service

Split Change

Overview

- XRN5120 was raised to look into options surrounding a formal MAP to UKL comparison service

- After initial capture sessions it was posed that this type of service could potentially benefit and be suitable for multiple industry participants

- Following discussions between the CDSP and the sponsor (EON) it was agreed that the additional scope should be explored

- It is however expected that the additional considerations would lead to an extended capture phase which in turn would not align to the expectation of delivery for the original scope

ChMC Awareness

- To confirm, XRN5120 is to be split into two, Part A and Part B
  - A. Covers original requirements to 'lift and shift' adhoc service to a formalised regular service
    - HLSO expected to be issued via Solution Option Change Pack in August 2020
  - B. Explore options and solution surrounding comparison of multiple market participant data against UKL

Withdrawn Changes

- XRN4860 - National Temporary UIG Monitoring
- XRN5070 - Amendment to Isolation Flag
- XRN4645B - The rejection of incrementing reads submitted for an Isolated Supply Meter Point (RGMA flows)

4. New Change Proposals – Post Initial Review

None for this meeting

5. New Change Proposals – Post Solution Review

New Change Proposals – Post Solution Review

XRN / Title Proposed Release Link to Change Proposal Comm Ref	DSG/ Xoserve Preferred Option and date	Solution Summary Outcome and implementation date outcome				Comments
		Organisation	Approve	Defer	Reject	
XRN5093 - Update of AUG Table to reflect new EUC bands Proposed delivery: June 2021 **Link to CP** Link to Change Pack ref: 2634.4 – MT - JR Voting: High level Solution Option cost Option 1 - £175K - £250K Option 2 - £175K - £250K	Xoserve & DSG preferred Option is Option 2	SSE	X			None

The HLSO and two solution options for XRN5093 were presented to DSG on 27th July. The DSG preferred solution was option 2. The logic for this preference was the additional internal file format change which helps to support in future proofing this change.

AUGE 'Set-up' Costs

- The AUGE are contracted with the CDSP to provide the UIG share factors.

- Modification 0711 – Update of AUG Table to reflect new EUC bands requires the AUGE to split UIG across 60 categories rather than 36 (as per the current process).

- We have engaged with the AUGE to discuss the impact of this change and they have confirmed that the calculation to derive 60 UIG share factors rather than 36 is more complex.

- Since the XRN5093 HLSO has been issued to the industry, the AUGE have provided an initial view on their associated costs in relation to this change.

- AUGE have advised of a £19,000 set-up cost in order to accommodate this change.

- This set-up cost would be required to be funded under XRN5093.

Please be aware that any increases in the AUGE ongoing costs as a result of this change should be included within the BP21 discussions. Only the set-up costs should be included within the XRN5093 costs.

HLSO for reference:

Microsoft
werPoint Presentat

What is required from ChMC

- We have made ChMC aware of the AUGE cost which require funding via XRN5093 as soon as possible

- We are asking ChMC to note the AUGE set-up cost associated with this change

- ChMC should be aware that for both solution options, an additional £19,000 is expected to be funded to cover the AUGE set-up activities

6. Implementation Plan

Please see the following slides for an overview of:

- Detail Design Changes for approval
    - Change Management meeting, UK Link Release Dates and Non Business Days
    - XRN4989 Part B - Online End to End Credit Interest Process - IIS File Format Change
    - XRN5047 - Seasonal Normal Review Implementation in SAP ISU
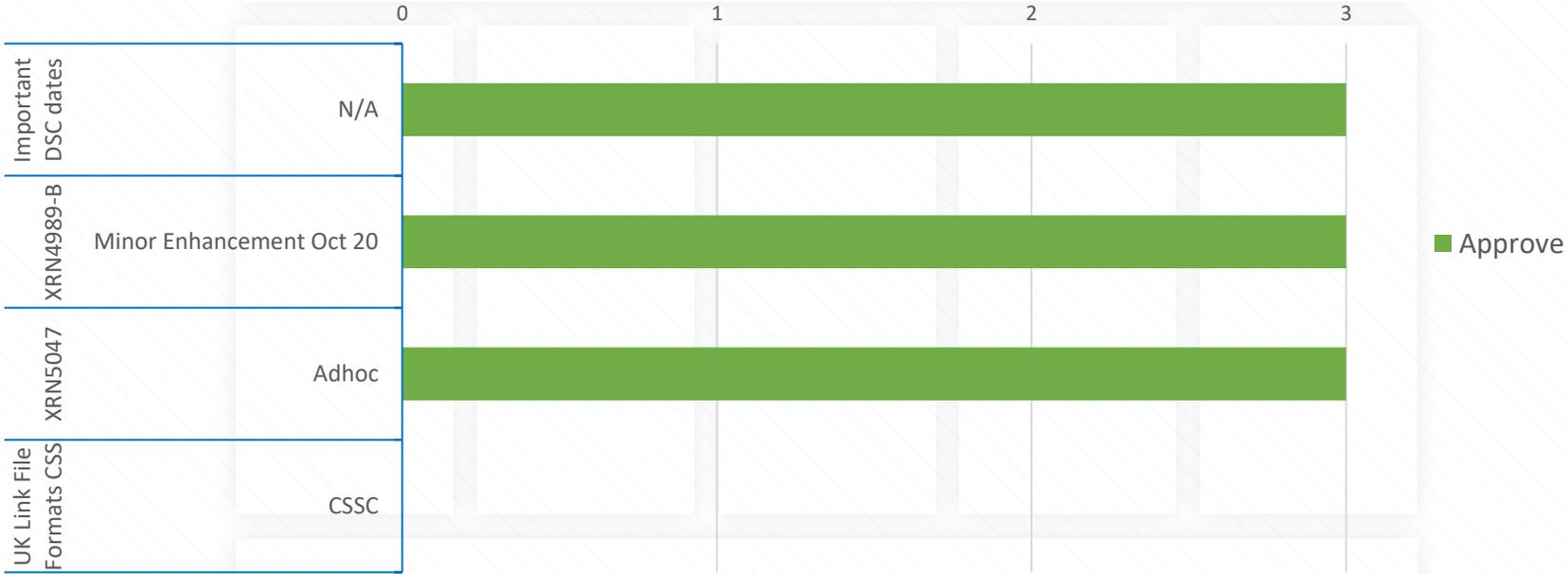   - UK Link File Formats CSS Consequential Change

- Outages
    - 4 new outages

Attached is the full Implementation Plan document.

Microsoft Excel
Worksheet

Detailed Design Summary of Responses

Summary of Detailed Design Responses

Change Management meeting, UK Link Release Dates and Non Business Days

Functional Changes					
	Solution & Implementation Summary outcome				Comments
Change Pack ref: 2634.1 - MT - JR Release: N/A Voting: All parties	Organisation	Approve	Deferred	Reject	
	Orsted	X			None
	E.ON	X			Supportive of the release dates as long as they also align with the SPAA and IGT UNC release dates so all codes/agreement dates align for gas.
	Scottish Power	X			None

XRN4989 Part B - Online End to End Credit Interest Process - IIS File Format Change

Functional Changes					
	Solution & Implementation Summary outcome				Comments
Change Pack ref: [2634.2 - MT - JR](#) Release: Minor Enhancement (October 2020) Voting: Shippers	Organisation	Approve	Deferred	Reject	
	Orsted	X			We support this change which may require a minor change to our system.
	SSE	X			We support this change being implemented in MiR8/ October 2020.
	Scottish Power	X			None

XRN5047 - Seasonal Normal Review Implementation in SAP ISU

Functional Changes				
	Solution & Implementation Summary outcome			Comments
Change Pack ref: 2634.3 - MT - JR Release: Adhoc TBC Voting: Shippers	Organisation	Approve	Deferred	Reject	
	Orsted	X			None
	SSE	X			We support the Seasonal Normal Review implementation in SAP ISU.
	Scottish Power	X			None

UK Link File Formats CSS Consequential Change

Functional Changes					
	Solution & Implementation Summary outcome				Comments
	Organisation	Approve	Deferred	Reject	
Change Pack ref: 2635.1 - MT - JR Release: CSS Voting: Shipper					No Responses received

Change Request Number	Impacted System	Outage Duration				Brief Description	Committee Notified Date
		Start Date	Start Time	End Date	End Time		
4550	Gemini	08/08/2020	03:00	08/08/2020	08:30	Gemini Disaster Recovery Test 2020 There is a planned Disaster Recovery test on the Gemini system on 8th and 9th August. This is an annual activity in order to confirm the capability to rehost services to an alternative data centre location should there be a catastrophic failure within the primary data centre. There will be an outage on Gemini 8th August 4am-8.30am where the system will be unavailable whilst the test is in progress. During the initial activity we will be recreating the scenario whereby the Gemini system is unusable within the primary data centre and therefore brought up within the secondary data centre. Note that the system will operate normally during times where there is no outage. If you have any concerns or any questions, please contact the project team on box.xoserve.geminire-platform@xoserve.com	08/07/2020
4550	Gemini	09/08/2020	03:00	09/08/2020	08:30	Gemini Disaster Recovery Test 2020 There is a planned Disaster Recovery test on the Gemini system on 8th and 9th August. (please see details above). During the second activity we will be recreating the scenario whereby the Gemini system is recovered to the primary data centre. There will also be an outage on Gemini 9th August 5am-8.30am where the system will be unavailable whilst the test is in progress. If you have any concerns or any questions, please contact the project team on box.xoserve.geminire-platform@xoserve.com	08/07/2020
	EFT	09/10/2020	05:00	11/10/2020	07:00	As part of our Xoserve Annual Programme of Resilience and Disaster Recovery (DR) testing , Xoserve will be managing and conducting an end-to-end 2020 Enhanced File Transfer (EFT) DR test to prove and confirm the procedures, resilience and capability of the newly hosted EFT services at our new Data Centre's. The activity will be carried out over three days from October 9th, 10th and 11th 2020 during the daily UK-LINK Maintenance window between 05:00 to 07:00 UK BST. Please be aware that the confirmed EFT DR Contingency Dates have been scheduled to be carried out on the following week over three days during the 05:00 to 07:00 UK BST UK-LINK Maintenance window on October 16th, 17th and 18th 2020. Any Customer IX files that would be processed by EFT during this window will remain safely in your respective IX Folders, once EFT is back online, all IX file transfers will be synced and issued.	New Outage 12/08/2020
	SD+	26/09/2020	TBC	27/09/2020	TBC	This is the implementation Service Now (SNOW) , the replacement for SD+, the outage will be on the weekend to cause less impact to the industry. SD+ will be unavailable to raise tickets but users will be able to still raise these via the normal number. Subject to change due to multiple inflight changes at the time, but only by a week.	New Outage 12/08/2020
	SD+	31/10/2020	TBC	01/10/2020	TBC	This outage is to allow for our instance of SNOW to be integrated with WIPRO SNOW. This will be on the weekend to cause less impact to the industry. SD+ will be unavailable to raise tickets but users will be able to still raise these via the normal number. Subject to change due to multiple inflight changes at the time, but only by a week.	New Outage 12/08/2020
	SD+	14/12/2020	TBC	15/12/2020	TBC	This outage is to allow for our instance of SNOW to be integrated with TCS SNOW. This will be on the weekend to cause less impact to the industry. SD+ will be unavailable to raise tickets but users will be able to still raise these via the normal number. Subject to change due to multiple inflight changes at the time, but only by a week.	New Outage 12/08/2020

Outages

7. Approval of Change documents

- ## EQR for June 2021 Major Release
  - Voting: Shippers & DNO

Microsoft Word Document

This document has also been included, and will be covered off in the June 2021 Release update in section 8.
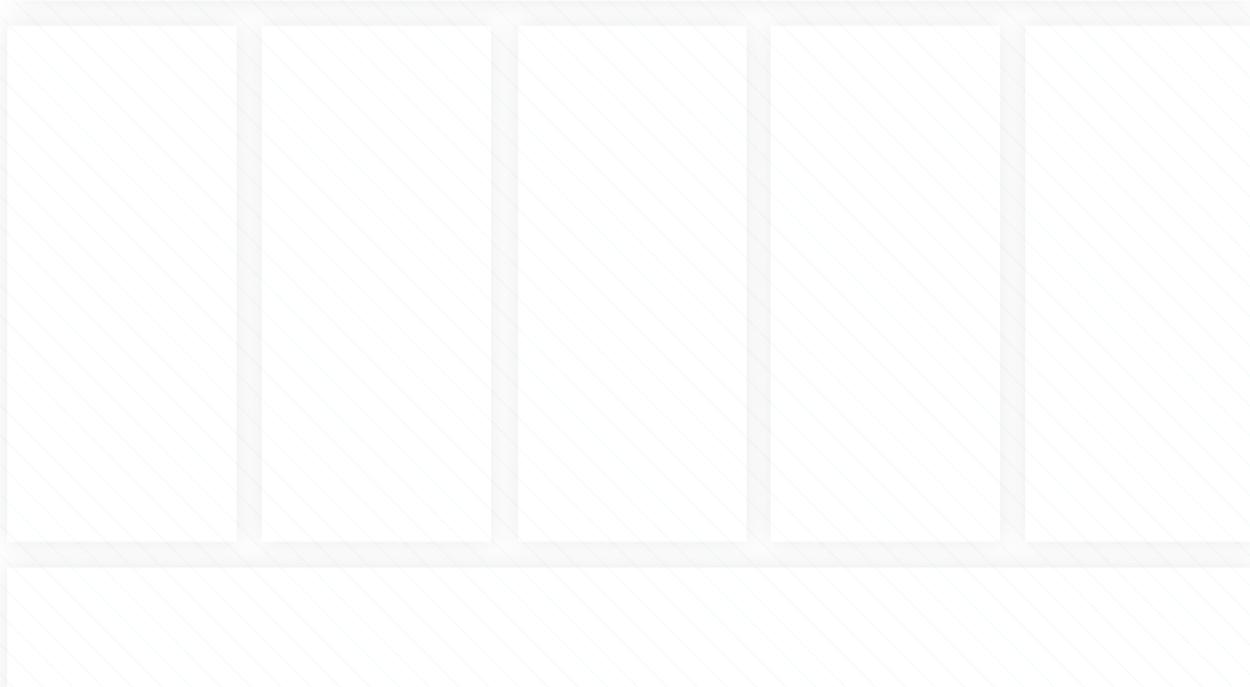
XRN4996 - June 20 Release (Core UKLink Changes) - Status Update

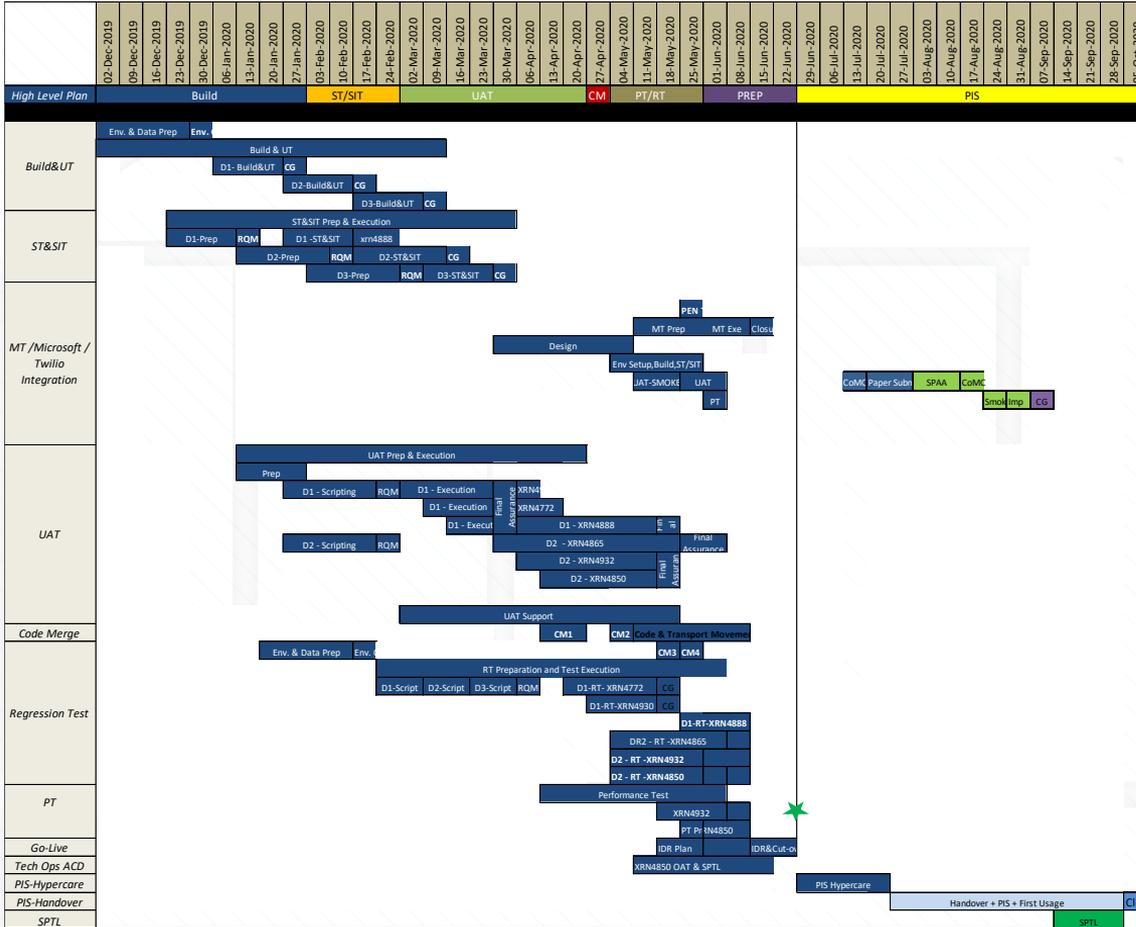| 12th August 2020	Overall Project RAG Status:			
	Schedule	**Risks and Issues**	**Cost**	**Resources**
RAG Status				
Status Justification				
Schedule	• **PIS:** Post Implementation Support (PIS) phase in progress, project team are monitoring first usage and resolving any defects identified. To date 4 defects found have been fixed and successfully deployed. • **XRN4850 CNC file processing enhancement:** Workstream in progress to increase system capacity from 30,000 per day to enable upload of Customer Contact details. We request shippers to liaise with their Customer Advocates prior to uploading customer Contact details into UK Link. • **XRN4780(B) MAP ID** – Re-planning activities are underway for migration of MAP ID into UKLink in preparation for CSSC. This is due to identified data quality issue that needs to be resolved/accounted for in the solution. Revised plan to be shared once finalised, discussions are on going with MAPs for potential resubmission of MAP ID data.			
Risks and Issues	• **Issue** – Shippers cannot send in bulk files with customer information through the CNF/CNC files following implementation of XRN4850 functionality because of the current daily system limit leading to increased pressure on Xoserve systems.			
Cost	• Project Delivery costs are in line with approved BER			
Resources	• Weekly monitoring of Xoserve SME resources supporting multiple demands (e.g. BAU defects, Future Releases, COVID19 priorities etc.) is ongoing			

XRN4850 New Service SMS/Email Broadcast Notification

12th August 2020	Overall Project RAG Status:			
	Schedule	**Risks and Issues**	**Cost**	**Resources**
RAG Status	🟧	🟧	🟧	🟩
Status Justification				

Schedule	• **XRN4850 Delivery:** File format changes for XRN4850 (CNF/CNC) has been implemented and PO/EFT channels configured and disabled. • **Contract Management:** Paper submitted and discussed at DSC Contract Management Committee (CoMC) on 15th July to seek authority from Contract Managers authorising transfer of data outside of EEA before we can commence the SMS service with Twilio. CoMC have requested supporting evidence to be submitted to SPAA on 5th August detailing tendering process for Twilio being selected and what Xoserve have in place to mitigate any GDPR concerns, before a final decision being made at CoMC on 19th August. • **New Service Implementation:** Following conclusion of the above, project team will implement the new service functionality to enable Networks to request Broadcast messages to be sent to end consumers, planned for late August/early September. • **PIS:** Post Implementation Support (PIS) for the new service will commence following implementation of New SMS/Email. The original PIS duration, 3 months, will need to be extended as a result. Cost implications under analysis and will be shared. • **Change Requests:** The CR's from Market Trials have been captured and impact analysis is underway. Timings and costs will be shared at the next meeting for approval to be implemented during PIS/subsequent release.
Risks and Issues	• **Issue** – The duration of PIS will need to be extended for the new service for XRN4850 due to the delay of this service going live meaning the service is not used within the original PIS window • **Risk** – DSC Contract Management Committee do not approve the transfer of data outside of the EEA or there is a delay in them providing approval because of an unacceptable level of risk to them as data controllers leading to a delay to the implementation of the new service functionality and an extension to project timeline and costs
Cost	• Project Delivery costs dependent on the SPAA and CoMC outcome authorising transfer of data outside of EEA. There maybe further cost approval if the service provider changes from Twilio.
Resources	• Weekly monitoring of Xoserve SME resources supporting multiple demands (e.g. BAU defects, Future Releases, COVID19 priorities etc.) is ongoing

Placeholder for additional slides which will look for a recommendation from ChMC

XRN4996 - June 20 Release Timelines

Key Milestone Dates:

Capture completion
- 19/09/19

Design completion
- 13/12/19

Build & Unit Test completion
- 31/01/20

System Testing completion
- 03/04/20

UAT completion
- 05/06/20

Regression Test completion
- 12/06/20

Market Trials completion
- 19/06/20

Implementation
- 27/06/20

PIS Completion
- 25/09/20 (provisional)

Drop 1	XRN4772	XRN4888	XRN4930
Drop 2	XRN4850	XRN4865	XRN4932
Drop 3	XRN4870B (No UAT)		

Legend:
SPAA – Supply Point Administration Agreement
CoMC – DSC Contract Management Committee
Smoke – Smoke Testing
Imp – Implementation of XRN4850 Service
CG – Contingency

June 20 Release Summary

June 20 Release consists of 7 changes, Implementation was planned for June 2020:

In Scope
- **XRN4772** - Composite Weather Variable (CWV) Improvements
- **XRN4888** - Removing Duplicate Address Update Validation for IGT Supply Meter Points via Contact Management Service (CMS)
- **XRN4930** – Requirement to Inform Shipper of Meter Link Code Change
- **XRN4850** - Notification of Customer Contact Details to Transporters
- **XRN4865** - Amendment to Treatment and Reporting of CYCL Reads
- **XRN4932** - Improvements to the quality of the Conversion Factor values held on the Supply Point Register (MOD0681S)

- **XRN4780 (B)***** – Inclusion of Meter Asset Provider Identity (MAP Id) in the UK Link system (**CSS Consequential Change**)

Descoped
- ~~**XRN4691**** - CSEPs: IGT and GT File Formats (CGI Files)~~
- ~~**XRN4692**** - CSEPs: IGT and GT File Formats (CIN Files)~~
- ~~**XRN4780 (B)** - Inclusion of Meter Asset Provider Identity (MAP Id) in the UK Link system (CSS Consequential Change)~~
- ~~**XRN4871 (B)**** - Changes to Ratchet Regime (MOD0665)~~
- ~~**XRN4941*** - Auto updates to meter read frequency (MOD0692)~~

* Pending Solution/MOD approval by ChMC/DSG for remaining CRs. Descoped at ChMC on 08/01/20
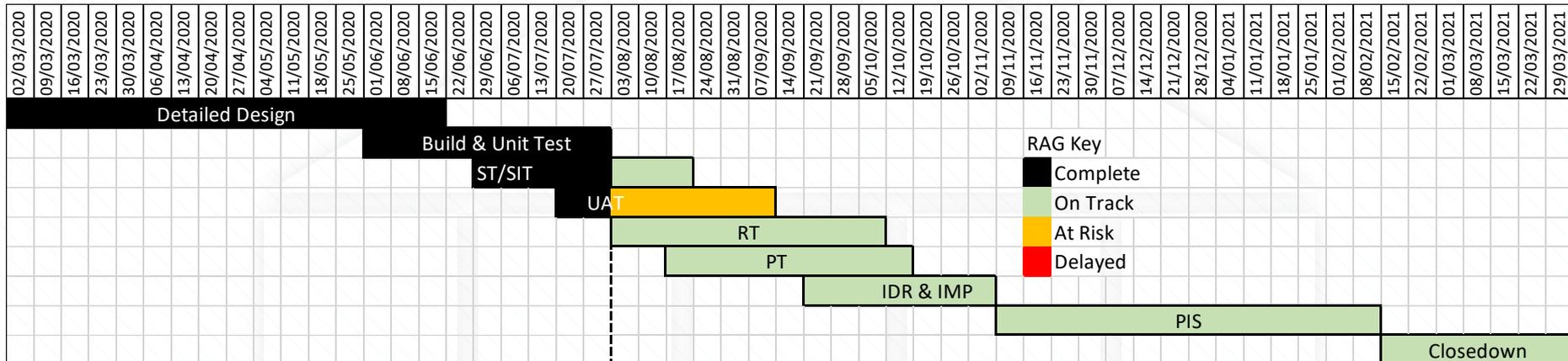** Descoped at eChMC on 22/11/19
*** Added to scope (revised scope from original)

7.5 XRN5110 - Nov 20 Release - Status Update

12/08//20	Overall Project RAG Status			
	Schedule	**Risks and Issues**	**Cost**	**Resources**
RAG Status	🟧	🟩	🟩	🟩
	Status Justification			
Schedule	Timeline has been re-planned due to activities to update project environment with the June 20 code and Business As Usual defects. No impact to implementation date. **Design** • Design activities completed 19/06/20. Design milestone and Stage Gate completed to plan. **Track 1** • Build activities completed for all 3 changes • System Integration Testing activities completed for all 3 changes • User Acceptance Testing activities has started but there is a possible delay to the end date due to code sync activities **Track 2** • Build activities completed for all 3 changes • System Integration Testing activities in progress and due to finish to plan; 14/08/20 • User Acceptance Testing preparation activities ongoing UAT to start; 17/08/20 **Security** • Revising the Security Impact Assessment following the completion of Design **Change Assurance Health Check 2** • Health Check 2 in progress due to finish; 07/08/20			
Risks and Issues	• Medium Risk: Missed requirements and test scenarios due to parallelism of resources between Nov 20 and all other projects • Medium Risk: The end of User Acceptance Testing may be delayed due to code sync activities • Low Risk: COVID-19 may impact availability of key resources			
Cost	• BER approved - 10/06/20 • Full Business Case approved XEC – 23/06/20 • **Forecast to complete within budget**			
Resources	• SME resources have been allocated for User Acceptance Testing, Regression Testing and Tech Ops resource requirements have been requested for Performance Testing			

XRN5110 - Nov 20 Delivery Timeline & Progress

Gantt chart timeline (02/03/2020 – 29/03/2021) with the following bars:
- Detailed Design (Complete)
- Build & Unit Test (Complete)
- ST/SIT (Complete)
- UAT (At Risk)
- RT (On Track)
- PT (On Track)
- IDR & IMP (On Track)
- PIS (On Track)
- Closedown (On Track)

RAG Key
- Complete (black)
- On Track (green)
- At Risk (amber)
- Delayed (red)

	Change	Description	Change Pack	FS	Test Scenarios	Technical Spec	Build & UT	ST/SIT	UAT Test Scenarios	UAT	RT
Track 1	XRN4931	Space in SPA Files	Approved	Approved	Approved	On Track to Plan	100%	100%	Approved		
Track 1	XRN4897	Resoluiton of Contact Details	Approved	Approved	Approved	On Track to Plan	100%	100%	Approved		
Track 1	XRN4899	Treatment of Contact Details	Approved	Approved	Approved	On Track to Plan	100%	100%	Approved		
Track 2	XRN4871b	Ratchet Regime Changes	Approved	Approved	Approved	On Track to Plan	100%	12%	Awaiting Approval		
Track 2	XRN4801	Additional Detail in DES	Approved	Approved	Approved	On Track to Plan	100%	25%	Awaiting Approval		
Track 2	XRN5014	Hydeploy Trial	Approved	Approved	Approved	On Track to Plan	100%	24%	Awaiting Approval		

XRN5110 - Nov 20 Scope

XRN5110 November 20 Release consists of 6 changes. Implementation is planned for November 2020

1. **Track 1**

    • **XRN4931 - Submission of a Space in Mandatory Data on Multiple SPA Files**
    • **XRN4897 - Resolution of deleted Contact Details (contained within the S66 records) at a Change of Shipper event**
    • **XRN4899 - Treatment of Priority Service Register Data and Contact Details on Change of Supplier Event**

2. **Track 2**

    • **XRN4801 - Additional Information in DES**
    • **XRN4871b - Rachet Regime Changes**
    • **XRN5014 - Facilitating HyDeploy2 Live Pilot**

Descoped changes

    • **XRN4941 - MOD 692 – Auto Updates to Read Frequency**
    • **XRN4992 - Supplier of Last Resort Charge Types**

To be delivered by CSSC

    • **XRN4780c - MAP ID**

XRN5110 Nov 20 High Level Implementation Timeline

- The implementation of the 6 changes consists of code transports for Business Warehouse (BW), Process Orchestration (PO), Data Enquiry Service (DES), SAP Utilities (ISU systems) and batch configuration Control M
- The Enhanced File Transfer (EFT) channels will need to be closed in order to implement the PO and IS-U changes as part of XRN4931, XRN4897 and XRN4899
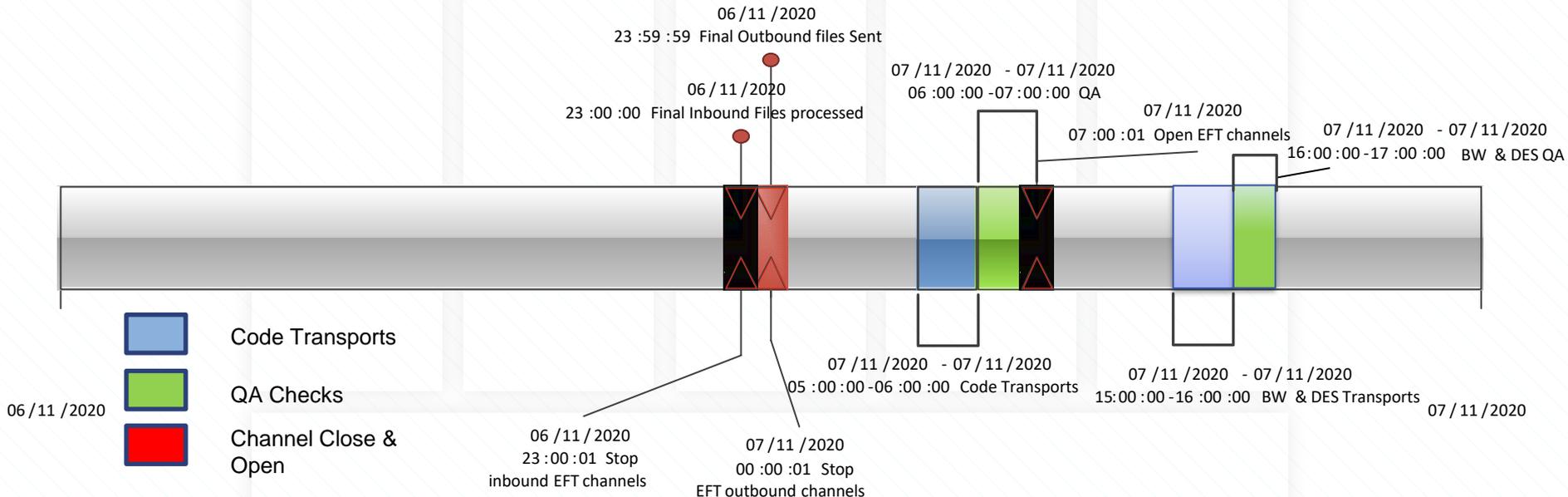
XRN5110 Nov 20 File Format Transition plan

- To incorporate the mapping rules and processing logic of the files, the Enhanced File Transfer channels will need to be closed for XRN4931, XRN4897 and XRN4899
    - CNF, CNC, GEA, CSS, WAO, SNO - Changes in processing logic
    - MSO, CTR, CFR, URS, SFR – Changes in PO mapping

- The files below will be processed as per the standard times, all received files will be processed before we close the channels

- Monitoring of all inbound files and confirmation of all response outbound files will be completed between 23:00:01 and 23:59:59, prior to closing the channels

- There are no changes to the file formats, so if any file arrives while the channels are closed they will be processed after the implementation

Change ID	Last inbound (Time = File Processing)	Last Outbound (Time = File Processing)	First Inbound (Time = File Processing)	First outbound processed (Time = File Processing)
XRN4931 XRN4897 XRN4899	**06/11/2020** CNC - 23:00:00 CNF - 23:00:00 GEA - 23:00:00 CSS - 23:00:00 WAO - 23:00:00 SNO - 23:00:00	**06/11/2020** MSO, CTR, CFR, URS, SFR will be processed as per normal Business As Usual schedule. Last processing at 23.59.59	**07/11/2020** CNF - BAU time CNC - BAU time GEA - BAU time CSS - BAU time WAO - BAU time SNO - BAU time	**07/11/2020** MSO, CTR, CFR, URS, SFR will be processed as per normal Business As Usual schedule.

XRN5110 Nov 20 Code Deployment timeline

Deployment window to be followed according to the below table

No	System	Available Window	Code Deployment Date / Time
01	SAP Utilities IS-U	5 am - 7 am	07-Nov-2020 / 5 am - 7 am
02	Business Warehouse/ Business Object	3 pm - 5 pm	07-Nov-2020 / 3 pm - 5 pm (After IS-U Transport)
03	Process Orchestration	5 am - 7 am	07-Nov-2020 / 5 am - 7 am
04	Control-M	5 am - 7 am	07-Nov-2020 / 5 am - 7 am
05	Data Enquiry Service	3 pm - 5 pm	07-Nov-2020 / 3 pm - 5 pm

* Note: Exact Times to be Confirmed with Tech Operations as part of Detailed Implementation Plan

Additional Points - Data Cleansing in PIS

XRN4897/XRN4899 data cleansing Plan of personal data of Full Production Data Set:

- This will be a phased approach during the PIS period to accommodate batch window. Information from Performance Testing will be used to identify the optimum processing capacity.

- Portfolio files will be updated with additional entries to notify the industry of job cleansing activities,

- This approach will reduce the risk of any impact on the daily batch schedule. Depending on the actual volume of cleansing the batch window will be agreed with tech ops.

Part1-1st week post go live-run simulation → Part2-2nd week post go live- Identify the volume → Part3- 3rd week Agree with Tech Ops on batch window → Part4- Schedule batch for cleansing → Part5- Complete the cleansing activity
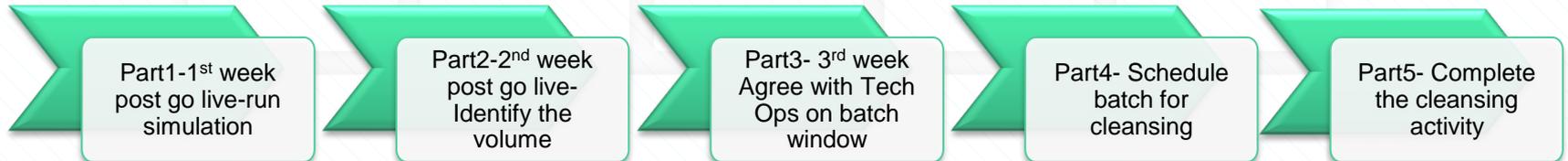
XRN4914 MOD 0651- Retrospective Data Update Provision – Proof of Concept Progress update

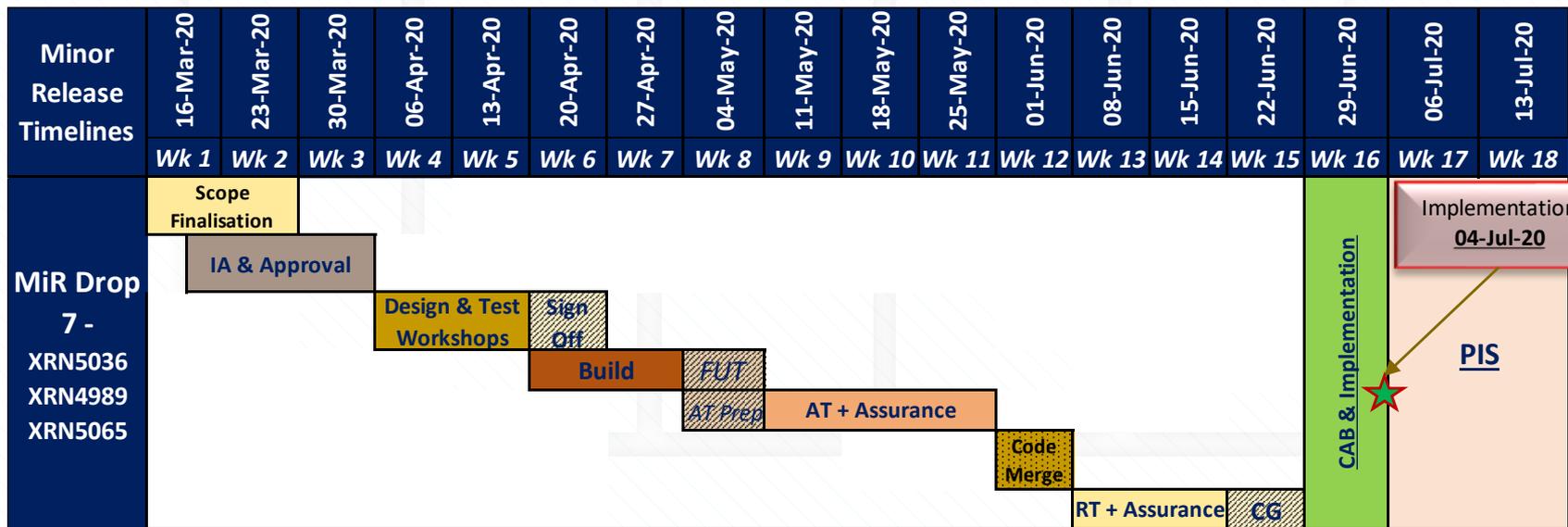| 12th August	Overall Project RAG Status			
	Schedule	**Risks and Issues**	**Cost**	Resources
RAG Status	🟧	🟧	🟩	🟧
Status Justification				
Schedule	**Delivery:** • All queries for Step 2 deep dive have been executed against the SAS analytic tool and results generated for participant shippers • Project team are now compiling packs for each participant with support from the Xoserve Data Visualisation team • Following completion of the participant packs an industry pack with an overall summary of findings will be published ahead of September ChMC including recommendations on a way forward **Customer Engagement and Communications:** • Separate calls for each participating shipper are taking place to provide progress updates to all members of the POC • Intention is to present industry findings in September ChMC			
Risks and Issues	• There is a risk that resources in place to support Retro POC deep dive analysis are pulled from Retro to support priority or urgent MOD work Mitigation: Project team are working with resources to ensure they are ringfenced to support POC where possible to meet planned timescales			
Cost	• Approval received from DN's for BER of £270k for proof of concept. Costs within approved budget.			
Resources	• Xoserve Customer Change team leading execution of POC Step 2 with input from SMEs where required			

XRN5152 – Minor Release Drop 7 - Status Update

30/07/20	Overall Project RAG Status:			
	Schedule	Risks and Issues	Cost	Resources
RAG Status				
Status Justification				

Schedule	• Three changes included in XRN5152 Minor Release Drop 7 successfully implemented on 04/07/2020: ➢ XRN5036 – Updates to Must Read Process (removes AMR and SMART from Must Read contacts - precursor to Nov 2020) ➢ XRN4989 – Online Solution for Credit Interest Process (to automatically issue the supporting info through IX) ➢ XRN5065 – Addition of Email Address to DES Last Accessed Report (security enhancement) • PIS phase started 06/07/2020 due to end 07/08/2020 • First Usage Monitoring to begin Monday 20th July 2020 • Project Closedown activities have begun - Project to be closedown by 21/08/2020
Risks and Issues	• BAU Pre-Prod Refresh of ISU / BW happening w/c 20/07 – workaround in place should any first usage issues arise during PIS
Cost	• Changes are being delivered as part of Minor Release Budget 20/21. • BER for ChMC approval – 13/05/20
Resources	• Weekly monitoring of Xoserve SME and Business Process Users to support PIS / First Usage

XRN5152 – Minor Release Drop 7 Timelines

Key Dates:

- Impact Assessment Completed / signed off – 03/04/20
- Design Complete / signed off – 20/04/20
- Build Complete MiRD7– 01/05/20
- Testing Complete – 19/06/20
- Implementation Complete – 04/07/20
- PIS Complete – 21/08/2020

Dates now baselined following completion of detailed design

Minor Release Timelines	16-Mar-20	23-Mar-20	30-Mar-20	06-Apr-20	13-Apr-20	20-Apr-20	27-Apr-20	04-May-20	11-May-20	18-May-20	25-May-20	01-Jun-20	08-Jun-20	15-Jun-20	22-Jun-20	29-Jun-20	06-Jul-20	13-Jul-20
	Wk 1	Wk 2	Wk 3	Wk 4	Wk 5	Wk 6	Wk 7	Wk 8	Wk 9	Wk 10	Wk 11	Wk 12	Wk 13	Wk 14	Wk 15	Wk 16	Wk 17	Wk 18
MiR Drop 7 - XRN5036 XRN4989 XRN5065	Scope Finalisation		IA & Approval		Design & Test Workshops	Sign Off	Build	FUT / AT Prep	AT + Assurance				Code Merge		RT + Assurance / CG	CAB & Implementation	Implementation 04-Jul-20 / PIS	

Minor Release Drop 8 – For Approval

Approval is sought to proceed with Minor Release Drop 8.

Scope is limited to:

- XRN5181 - Acceptance of Consumption Adjustment where meter removed after meter point set to Dead
- Service Sustaining Activity – Improving the storage of reads/consumption (following the receipt of a replacement opening read or Must Read) in UKLink improving the timeliness and accuracy of the AQ Calculation process. This activity has no external impacts.

Approval for the Implementation date will be sought at September ChMC.

August 2020 CHMC

JUNE 2021 – MAJOR RELEASE – FOR APPROVAL

Approval Required

Approval is required to proceed to start up the June 2021 Major UK Link Release.

Scope is limited to:
- **XRN4941** – Auto updates to meter read frequency
- **XRN4992** – Creation of new charge type to recover last resort supply payments
- **XRN5093** – Update of AUG table to reflect new EUC bands
- **XRN5142** – New allowable values for DCC service flag in DXI file from DCC
- **Service Sustaining activity** - Xoserve funded activity to stabilize and enhance internal processes

The following recommendations apply:
- **XRN4941** – Will be removed from scope if a positive decision on the appeal for MOD0692 is not reached by 25/10/20 (little further regret spend as Design completed in Nov 20)
- **XRN4992** – Will be removed from scope if MOD0687 is not approved by 25/10/20 (little further regret spend as Design completed in Nov 20)
- **XRN5142** – Will be removed from scope if SEC Modification panel does not agree to proceed by 25/10/20. Also as the change is in SPA a detailed assessment will be required of possible impacts with CSS.

- EQR for June 2021

Microsoft Word
Document

June 2021 - Scope

Year	2020							2021					
Month	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Phase	Start-Up		Init	Design				Build / Test / Implement					

Points Available

120
90
60
30
15
0

Scope Approval

Change Packs issued for review

Approved Change Packs issued
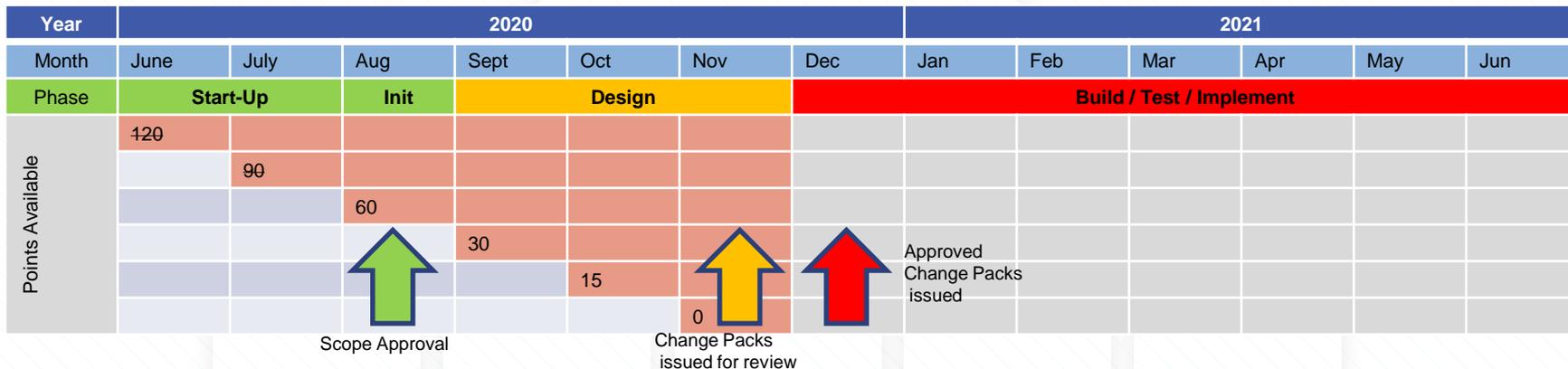
XRN	Proposed Change	Comments	Current Status	Complexity	Points	Finance
4941	MOD0692 - Auto updates to meter read frequency	Descoped from Nov 20. MOD under appeal	Design	Large	13	Shipper
4992	MOD0687 – Creation of new charge to recover last resort supply payments	Descoped from Nov 20. Dependent on Ofgem decision	Design	Large	13	Shipper
5093	MOD0711 – Update of AUG Table to reflect new EUC bands	Preferred solution option identified	In Capture	X-Large	21	Shipper
5142	New allowable values for DCC Service Flag in DXI File from DCC	HLSOs in review	In Capture	Large	13	DNO
N/A	Service Sustaining activity	Xoserve funded activity to stabilize and enhance internal processes	In Capture	Tbd	Tbd	Xoserve

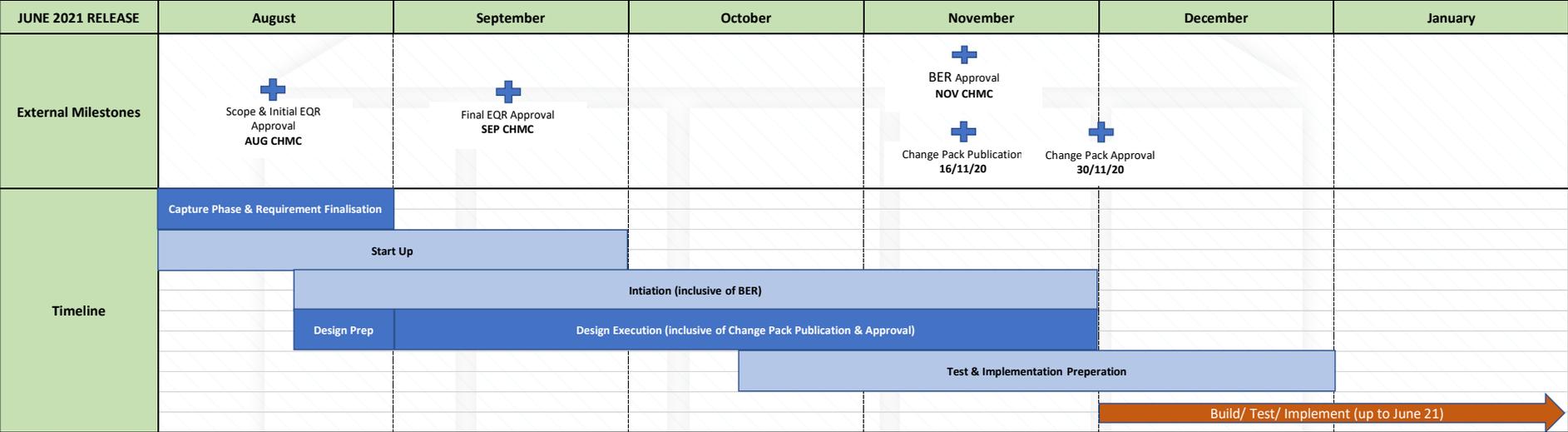# June 2021 - High Level Plan

JUNE 2021 RELEASE	August	September	October	November	December	January
External Milestones	✚ Scope & Initial EQR Approval **AUG CHMC**	✚ Final EQR Approval **SEP CHMC**		✚ BER Approval **NOV CHMC** ✚ Change Pack Publication **16/11/20**	✚ Change Pack Approval **30/11/20**	
Timeline						

Timeline bars:
- Capture Phase & Requirement Finalisation
- Start Up
- Intiation (inclusive of BER)
- Design Prep
- Design Execution (inclusive of Change Pack Publication & Approval)
- Test & Implementation Preperation
- Build/ Test/ Implement (up to June 21)

Note: the plan is dependent on scope being approved at August 2020 ChMC

Glossary

| Project Phase Abbrev.	Project Phase
FUT	Factory Unit Testing
IA	Impact Assessment
IDR	Implementation Dress Rehearsal
PIS	Post Implementation Support
PT	Performance Testing
RT	Regression Testing
SIT	System Integration Testing
ST	System Testing
Capture Artefact Abbrev.	**Capture Artefact**
CP	Change Proposal
HLSO(s)	High Level Solution Option(s)

August 2020 CHMC

UK LINK FUTURE RELEASES UPDATE

UKLink Future Releases Update

Agenda:

1. Future Releases update – For Information
   - Future Releases Governance Timeline 2020 – 2021
   - Allocated Changes - in delivery

2. Future Releases For Information:
   - June 2021 – potential scope
   - November 2021 – potential scope
   - Minor Release Drop 8 – potential scope

3. September ChMC content

4. Glossary

2020/2021 UK Link Governance Timeline
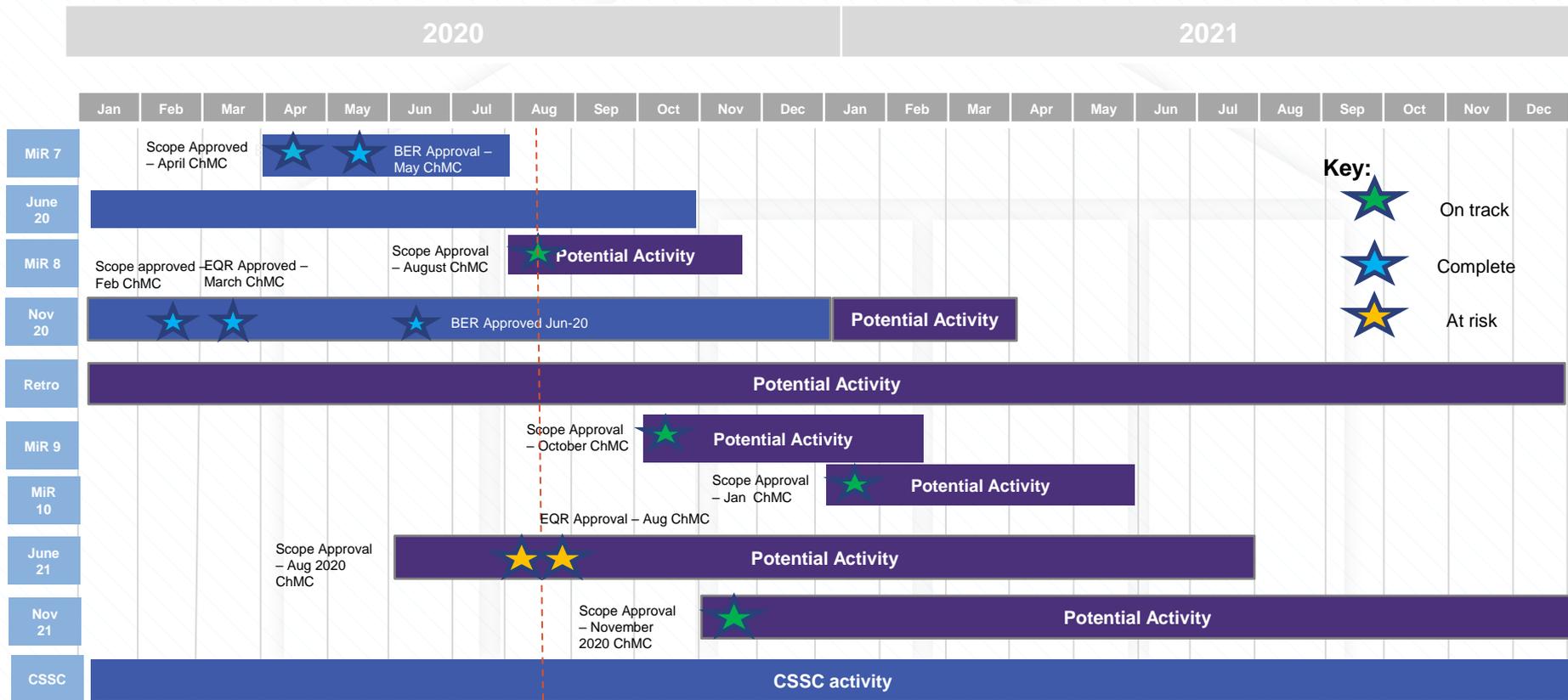
Change Index – UK Link Allocated Change

Confirmed Release	XRN	Change Title	Current Status	UK Link Release	Complexity	Finance
Jun-20	4865	Amendment to Treatment and Reporting of CYCL Reads	In Delivery	June 2020	Small	Shippers / DNO
	4772	Composite Weather Variable (CWV) Improvements	In Delivery	June 2020	X-Large	Shippers / DNO
	4930	Requirement to Inform Shipper of Meter Link Code Change	In Delivery	June 2020	Small	Shippers
	4932	Improvements to the quality of the Conversion Factor values held on the Supply Point Register (MOD0681S)	In Delivery	June 2020	Medium	Shippers / DNO
	4850	Notification of Customer Contact Details to Transporters	In Delivery	June 2020	X-Large	IGTs / DNO
	4888	Removing Duplicate Address Update Validation for IGT Supply Meter Points via Contact Management Service (CMS)	In Delivery	June 2020	Medium	IGTs
	4780b	MAP ID Part B	In Delivery	June 2020	Large	Shippers
CSSC	4780c	MAP ID Part C	In Capture	tbc	Large	Shippers
	4627	Consequential Central Switching Services	In Delivery	tbc	N/A	Shippers
Retro	4914	Retro Proof of Concept	In Delivery	Standalone	N/A	DNO
Nov 2020	5014	Hydeploy Live Trial	In Delivery	Nov 2020	Large	Northern/DNO
	4897/ 4899	Contact details – resolution of deleted contact details and PSR data at change of shipper event	In Delivery	Nov 2020	Large	Shippers
	4931	Submission of space in mandatory data on multiple SPA files	In Delivery	Nov 2020	Medium	Shippers
	4801	Additional info into DES	In Delivery	Nov 2020	Medium	Shippers
	4871b	Ratchet regime changes part B	In Delivery	Nov 2020	Large	DNO

UK Link Future Releases

Proposed Release	XRN	Candidate Change Title	Comments	Current Status	Complexity	Points	Finance
Jun-21	4941	MOD0692 - Auto updates to meter read frequency	Descoped from Nov 20. MOD under appeal	Design	Large	13	Shipper
	4992	MOD0687 – Creation of new charge to recover last resort supply payments	Descoped from Nov 20. Dependent on Ofgem decision	Design	Large	13	Shipper
	5093	MOD0711 – Update of AUG Table to reflect new EUC bands	HLSOs in review	In Capture	X-Large	21	Shipper
	5142	New allowable values for DCC Service Flag in DXI File from DCC	Related to a SEC change	In Capture	Large	13	DNO
Nov 21	5038	MOD0691S – Class 2,3 or 4 meter points to Class 1 when G1.6.15 criteria are met	Depending on solution option chosen this change could be delivered via a Minor Release	In Capture	Tbd	Tbd	Shipper
	4990	MOD0664 – Transfer of sites with low read submission performance		In Capture	Tbd	Tbd	Shipper
	5063	MOD0719R – Flow Weighted Average CV (FWACV)		In Capture	XXX-Large	Tbd	DNO
	5186 / 5187	MOD0701 Aligning Capacity booking under the UNC and arrangements set out in relevant NExAs / or / MOD0696V - Addressing inequities between Capacity booking under the UNC and arrangements set out in relevant NExAs		In Capture	Tbd	Tbd	DNO
	5072	Application and derivation of TTZ indicator and calculation of volume and energy – all classes		In Capture	Tbd	Tbd	Shipper
	5091	Deferral of creation of Class change reads at transfer of ownership		In Capture	Tbd	Tbd	Shipper
MiR Drop 8	5181	Acceptance of consumption adjustments where meter point moved after meter set to dead		In Capture	Small	5	N/A
	N/A	Service sustaining activity	No external impacts	N/A	N/A	N/A	N/A

- XRN5063 – Flow Weighted Average CV change is likely to be very complex and may not be delivered by a UK Link Major Release.
- Service sustaining activity may be considered for inclusion in future releases.

September ChMC

UK Link Future Releases Updates:

- **June 21 Major Release**

  - 1st project monthly progress report
  - Present costs, split by XRN and Industry Participant Grouping, required to produce BER

- **Minor Release Drop 8**

  - 1st project monthly report
  - Confirm implementation date and PIS

- **November 21 Major Release**

  - Update on progress through Capture
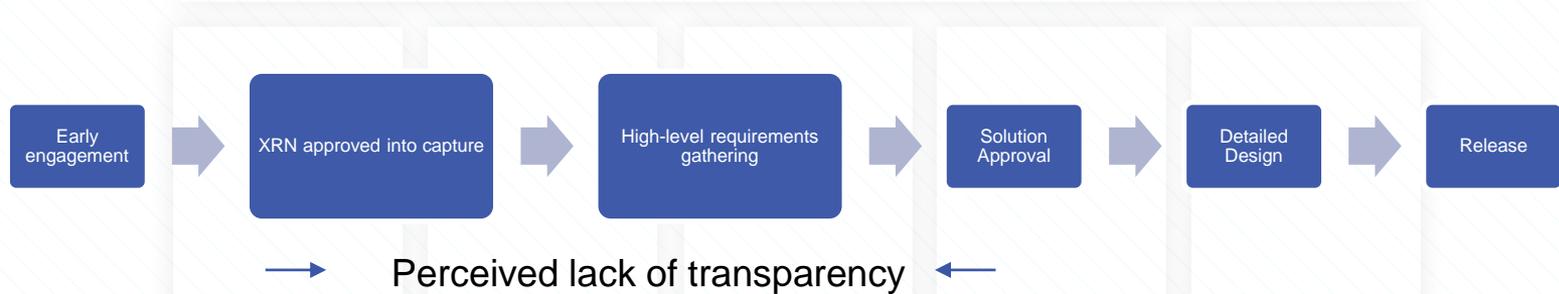 - If applicable, discuss risks

Glossary

Project Phase Abbrev.	Project Phase
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PIS	Post Implementation Support
PT	Performance Testing
RT	Regression Testing
SIT	System Integration Testing
ST	System Testing
Capture Artefact Abbrev.	**Capture Artefact**
CP	Change Proposal
HLSO(s)	High Level Solution Option(s)

Capture Prioritisation

Background

- A key finding resulting from the most recent customer review of the capture process was a perceived lack of transparency from the point of a change being approved into capture and delivery

| Early engagement | → | XRN approved into capture | → | High-level requirements gathering | → | Solution Approval | → | Detailed Design | → | Release |

→ Perceived lack of transparency ←

- Xoserve has been exploring how progress against changes can be more visible to customers throughout the change lifecycle

- This exploration is ongoing, but has identified some areas in need of refinement in order to further improve the customer experience of capture

Areas for refinement

Website content

Change register

ChMC resources

Capture prioritisation

Capture prioritisation – so far / next steps

- We are proposing a new 'up-font' means to determine your priorities, so that we know from the point of a new change being proposed / approved (into capture) in ChMC we are working at the appropriate pace and intensity

- This will provide the opportunity for a change proposer to suggest a priority for each change and for ChMC to discuss / agree this when approving new changes into capture

- Priorities aren't fixed – they can change and the enhanced process will allow for this

- We will be bringing in target 'out of capture' date reporting into ChMC, to set committee expectations and assist with future release planning

- We have had constituency-level discussions to retrospectively set an appropriate priority for changes currently going through capture

Output of constituency discussions

Urgent	
4645	Rejection of incrementing reads following Isolation (RGMA Flows)

High	
4990	MOD0664 - Transfer of sites with low read submission performance
5038	MOD0691 - Class 2, 3 or 4 meter points to Class 1 when G1.6.15 criteria are met
5063	MOD0719R - Flow Weighted Average CV (FWACV)
5080	Failure to Supply Gas (FSG/GSOP1) – System Changes (CP
5093	MOD0711 - Update of AUG Table to reflect new EUC bands
5142	New Allowable Values for DCC Service Flag in DXI File From DCC
5143	Transfer of NDM sampling obligations from Cadent, WWU, and NGN to the CDSP
5144	Enabling Re-assignment of Supplier Short Codes to Implement Supplier of Last Resort Directions
5167	MOD0672 - Report Product Class 4 Read Performance
5169	MOD0722 – Allow Users to submit Estimated Meter Readings during COVID-19
5170	MOD0723 – User of the Isolation Flag to identify site with abnormal load reduction during COVID-19 period
5195	Ceased Responsibility Date Following Shipper Withdrawal (IDL)

High / Medium	
4978	Notification of Rolling AQ value
5007	Enhancement to reconciliation process where prevailing volume is zero
5091	Deferral of creation of Class change reads at transfer of ownership
5171	MOD0724 - Amendment to Ratchet charges during COVID-19 period
5187	MOD0696v - Addressing inequities between Capacity booking under the UNC and arrangements set out in r

Medium	
5120	Map to UK Link Comparison Service
5146	Data Cleanse of NExA information within UK Link and the Data Enquiry Service (DES)
5147	Optimising the Must Read process for IGT Customers
5164	CSEP Data Assurance – Performance Monitoring Capability
5186	Aligning Capacity booking under the UNC and arrangements set out in relevant NExAs
5196	Address Amendments Validation
5197	QMP File Validation in CMS – Current Address field
5200	Shipper Pack Transition to Data Discovery Platform

Medium / Low	
4876	Changes to PARR Reporting
5072	Application and derivation of TTZ indicator and calculation of volume and energy – all classes
5116	Domestic Report - Must Read Prenotification
5188	Interim Data Loads of MAP Id into UK Link
5192	CMS Reference Number in Amendment Invoice Supporting Data

| Withdrawn	
5070	Amendment to Isolation Flag
4860	National Temporary UIG Monitoring

- Discussions took place with all impacted constituencies

- Where impacts were multi-constitutional, we applied an average score to determine priority

- All changes are progressed through capture regardless of priority, unless withdrawn by their sponsor

- 2 XRNs have been withdrawn as part of this exercise (5070 & 4860)

- The steer that has been provided will now be used to determine speed and intensity of capture development

Next Steps

- In the coming months, we will be bringing in progress updates associated with the other areas for improvement. This will start with an update on the change register in September's ChMC

- If you would like to discuss the continuous improvement of the capture process, please get in touch with james.rigby@Xoserve.com
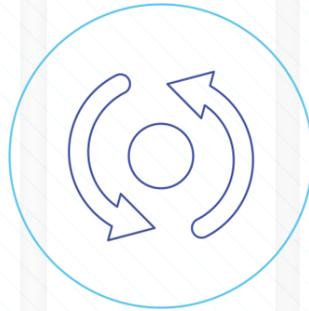
Programme Update

Programme Health – RAG

	Previous	Current
Overall Programme Status	Previous	Current
Programme Plan	Previous	Current
Risk Profile	Previous	Current
Resources	Previous	Current

Return to Green Plan

The programme is Amber due to Switching programme re-plan and the number of outstanding defects from SIT Integration sequence preventing Xoserve's progression of SIT scenarios.

RTG actions include active analysis and feedback of the CSSIP as and when the updated versions are received and continued feedback and interaction with the SI to understand when the defects are likely to be released into SIT.

Executive Summary

Key Programme Updates: All key external milestones have been met

- **Programme Planning:** SI have issued a revised MAD log (v1.1), and the CSSC team have challenged the log from a number of areas, including planned milestone dates, environments and resource impacts. The programme is included in discussions on phases such as UEPT/E2E, Transition and Operational Testing. Revised Programme plan is due to be released to parties for a second round of review on 31/7. The revised plan is expected to be baselined in September.
- **External Testing:** SIT Integration sequence has completed, with 440 scripts passing and 41 failures. A number of defects across parties remain outstanding.
- **External NFR:** SI have commenced SIT NFR execution with Landmark undertaking mock testing to establish baselines. Xoserve will commence connected tests in early September based on current plans. Programme continues to be concerned that commencing NFR SIT in July, without having undertaken an adequate level of SIT Functional testing in potentially adding the risk of re-test down the line.
- **External Data DMT:** Cycle 1 completed and Cycle 2 of DM testing in progress and reporting ahead if schedule. Xoserve team continue to be ahead of plan.The SI are planning to include "Delta's" into Cycle 2, if the schedule permits.
- **External Data NFT:** Detailed cycle planning (1st draft) completed. Detailed planning will continue alongside the overall programme plan review.
- **Internal Activities**: Internal Testing including SIT & UAT is ongoing for functionality tested in Market Trials. All activities continue to be progress to plan

Key Progress & Milestones (Last Month)

- **DMT**: Cycle 1 complete, Cycle 2 started
- **External NFR**: Smoke test complete, CSSP internal tests started
- **External SIT:** Integration Sequence testing finished with **0** Xoserve defects
- **Internal SIT:** Phase 3 completed
- **Programme:** 1st review of MAD log complete.
- **Gemini & Batch:** UAT Completed
- **CRs:** Delivery and IA's continue
- **Internal NFT:** Complete Performance Testing Phase 2A (ETC 31/7)

Upcoming Activities & Milestones (Next Month)

- **DMT:** Complete Cycle 2
- **External SIT:** Continue External SIT
- **Internal Test:** Continue UAT Phase 1
- **Internal NFT:** Commence Performance Testing Phase 2B
- **Service Mgmt:** Obtain approval on Xoserve integration with DCC Service Now and continue internal SM activities
- **DES**: Continue DES Re-write activities
- **Secondary APIs:** Progress design, build and test
- **External Audit:** Expleo Test audit

Workstream Updates

RAG Previous MONTH	RAG Current MONTH	WORK STREAM	SUMMARY
🟧	🟧	**Market Trials**	Overall the workstream is amber as Market Trials is being re-assessed in light of the Programme re-plan and the lengthening of the SIT phases, which potentially poses a risk to CSS code stability.
🟧	🟧	**Performance Test and OAT**	Overall status is amber until the last concern area is assessed and addressed. Performance Test has further progressed. Testing so far has yielded postiive results. We continue to test around the 5 pm Gate Closure constraint to ensure all possible performance bottlenecks are adequately addressed before sign off.
🟩	🟧	**DES, API**	DES Full Re-platform (DES4) Build in progress. Queries, data transformations and replication tasks underway. Scope is showing amber as original DES requirements are still being confirmed and reviewed. A resource has been allocated to assist with completing the gap analysis and expanding the requirements previously defined if required
🟩	🟩	**UK Link**	Overall status is Green. A number of CRs are emerging from the central programme. These are being impact assessed against baseline design and delivered as they progress through the governance
🟩	🟩	**Data Provision**	Replanned dates for the transfer of UEPT production data to the SI /Landmark is still targeted for December 2020 . Awaiting confirmation from SI on whether delivery plan for Reg ID and REL data for UEPT will align with the December date.
🟩	🟩	**Reporting**	The Reporting Team have completed investigation on the remaining 3 reports which may be impacted under switch type/switch view/switch status. Internal CR to be raised to include switching data into Data Delivery platform & SAP BW
🟩	🟩	**Environments**	RAG is green. Environment requirements have been re-aligned with latest plans from SI.

Workstream Updates

RAG Previous MONTH	RAG Current MONTH	WORK STREAM	SUMMARY
		Data Migration	Overall status is Green: Schedule is AMBER as a number of industry CRs have been raised . Initial attempts by the SI to fast track in time for DMT cycle 3 have not been successful and it is now unlikely that CR-D016 (Registration ID), CR-D024 (reconciliation ordering) and CR-D026 (PHID Alignment) will be approved in time.
		Business Change	Internal activities to bring wider Xoserve stakeholders up to speed with impacts as a result of CSSC continue..
		Gemini	The overall status is green. However schedule is amber until details of the Ofgem Programme re-plan are confirmed. NGIT SIT phase completed successfully on 03/07 and the Exit Report has been approved. UAT has commenced and the test cases have been signed off
		Batch	The overall status is green however schedule is amber until details of the Ofgem Programme re-plan are confirmed. SIT Exit Report and the Batch jobs will be mentioned in the Internal SIT Exit Report produced by the Test workstream. UAT for both Control-M and EFT has started. The SIT Evidences for Control-M and EFT have been approved.
		Testing - SIT	Completed Phase III testing and preparation has started for phases IV and V - Resource is amber due to the ongoing delays to External SIT - revised MAD log has been received and review comments provided to the SI. UAT testing has commenced and daily progress reports are being created.
		Service Management	Draft re-plan produced based on revised MAD log and will be further reviewed through the iterations of the planning cycle. Plan in place to obtain approval on Xoserve integration with DCC Service Now with DCC. work continues to complete the latest DCC questionnaire to be submitted by the end of the month.
		Secondary APIs	Overall status remains Green. Priority remains on authorization and authentication in API and business rules/validation mapping and wiring up to data service API. Customer user journey deliverable out for 1st review. This review is aligned to the agile sprint delivery governance. Walkthrough of the current User Management process planned to ensure clarity between new and current processes.

Key Programme Risks (1/5)

REF	RAG	WORKSTREAM	DESCRIPTION	MITIGATING ACTIONS	LATEST UPDATE	TARGET RESOLUTION DATE
62448	🔴	Data Migration	There is a risk that Xoserve's solution delivery is incompatible with the CSS being delivered by Landmark because of poor version control and ambiguity as to which is the live version of the CSS Interface Design Specification that the CSSP have built to, leading to avoidable defects arising in SIT and the subsequent rework required by one or both parties.	Confirm with SI the correct version of this document and support them in improving the version control in future	SI have put a formal request into Landmark to start to provide a forward sprint schedule which will start to give more detail on what is contained in future development outputs. Although a step forward, this still does not mitigate the current risk for Xoserve.	31/07/20
62741	🔴	Programme	There is a risk that SIT NFR testing will be deemed invalid if carried out as currently planned because SIT Functional would not have reached the necessary level of code stability for Non functional testing to be carried out leading to additional costs related to resources and environments required to support further cycles of NFR testing once a stable code level has been achieved. High volumes of defects are currently being found in SIT which in turn is impacting progression and therefore delays in completing the SIT cycles required to establish a suitable level of code stability. The current timelines still plan for NFR testing to be carried out prior to the completion of sufficient functional SIT required to establish a stable code set.	Escalate to the SI via all established forums to instigate a near term plan review to ensure these phases are re-planned appropriately.	This risk is still very relevant, particularly since SIT NR is currently scheduled to complete in November (ahead of SIT functional end in December). Increasing the probability as the planning assumptions underpinning the SIT functional testing plans are predicated on CR-30 approvall	30/09/20
62764	🟡	Testing	There is a risk that the Ofgem Switching Volumetrics specified in the CSS NFRs may be outdated/inaccurate, because Ofgem has made a volumetric assumption based on historic numbers and this assumption may be incorrect. PERF060 specifies that the average number of daily switching requests (gas and elec) is 42300, and peak number of daily switches (gas and elec) is 281,600. From metrics collected in Xoserve, average daily gas switching requests are around 90,000 during the week, and this shows an increasing trend, leading to a situation where the solution being developed for CSS, is being built and tested for a lower set of volumes than will actually be encountered when the system goes live. Failure upon going live due to excessive switching loads will incur additional financial and time costs.	A design issue should be raised in JIRA, and reviewed by the Ofgem Design Review Board	Volumetrics analysis and response in progress.	31/07/20

Key Programme Risks (2/5)

REF	RAG	WORKSTREAM	DESCRIPTION	MITIGATING ACTIONS	LATEST UPDATE	TARGET RESOLUTION DATE
62748	🟧	Programme	There is a risk that the later test phases such as DMT Live Rehearsals, Transition Testing and Operational Testing are not sufficiently defined or planned with clear understanding of the scope or the associated roles & responsibilities of participating industry parties because the SI have been working predominantly on the near term plan without taking into consideration the scope and objectives or the later phases	Escalate to the SI for addressing as part of the re-planning exercise	This has been highlighted as part of various forums as well as part of the MAD log review. Xoserve have also been provided with an opportunity to present our alternative options to drive efficiencies into the plan.	28/08/20
62758	🟧	Data Migration	There is a risk that DM Non-functional scenario and script population may not be completed in the allocated time because the timing clashes with DMT functional and the same resources are required for both leading to delayed completion of scripts for DM NF	Discuss with SI	Probability reduced as scenario work completed, and work has started to draft scripts.	28/08/20
55513	🟩	Programme	There is a risk that in the Programme participants might interpret business rules differently because business rules underpinning the CSS Interfaces have not been published alongside the interface document as well as discrepancies between business rules defined within REC and captured in ABACUS. Leading to significant process mismatches at a later stage (i.e. SIT, UEPT) and potential rework and timeline slippages.	Xoserve to publish design assumptions as part of the RAID reporting to the SI to ensure visibility of Xoserve design assumptions around business rules and processes.	This RAID item will be kept open for monitoring during SIT	31/08/20
62897	🟩	Data Migration	There is a risk that Xoserve may not be able to provide Landmark with data for UEPT on time leading to late delivery of data and potential delay to the start of UEPT	Review plans, discuss with programme	Xoserve are hoping to understand from Stuart Chalmers at test review meeting when Landmark are going to provide REL and REG ID.	31/07/20

Key Programme Risks (3/5)

REF	RAG	WORKSTREAM	DESCRIPTION	MITIGATING ACTIONS	LATEST UPDATE	TARGET RESOLUTION DATE
62682	🟩	Data Migration	There is a risk that DMT will not complete on time because of extremely tight schedule	Risk raised with the SI prior to the start of DMT. The SI reported at SI-TDG that the schedule would be reviewed, but this has not happened, or the outcome has not been implemented. DMT is currently on day 2 and is significantly behind schedule	Probability reduced in light of revised approach from SI. Exit documentation is being completed in parallel to the end of testing and cycle 2 and 3 approach has been moved to a more risk based approach.	28/08/20
54378	🟩	Programme	There is a risk that the logical model contained in Abacus may not fully reflect the CSS processes and interactions with existing service providers because of limited engagement of all Programme stakeholders during the industry wide design phase. Leading to rework of the consequential design activities that have already been completed.	Engage with SI to ensure that Abacus update to fully reflect CSS processes	This RAID item will be kept open for monitoring during SIT.	31/08/20
55549	🟩	Programme	There is a risk that that the approval of the CSS Physical Design does not take into consideration the complete E2E impacts of the Switching Programme because the CSS design is solely focused on the core CSS and primary interactions with CSS. Leading to an inaccurate critical path being followed for the Programme and subsequent downstream delays to the delivery timeline.	1. Raise with Ofgem to identify owner/RACI 2. E2E CSS design needs to be in place involving all components/systems/interactions which needs to be form the architectural baseline that the Programme is governed against.	This RAID item will be kept open for monitoring until the end of SIT phase 1.	31/08/20
62747	🟩	Programme	There is a risk that SI working groups such SI Transition Group & Technical Data working group are working in silo because of the way working groups are set up and co-ordinated leading to conflicting assumptions and decisions being made by different working groups.	Escalate to the SI & Ofgem via working group discussion to bring together related workgroups or ensure there are feed-ins between workrgoups	This risk continues to be monitored. Awaiting confirmation via working group artefacts that considerations across working groups are being considered in planning (particularly within the Transition working group)	31/08/20

Key Programme Risks (4/5)

REF	RAG	WORKSTREAM	DESCRIPTION	MITIGATING ACTIONS	LATEST UPDATE	TARGET RESOLUTION DATE
62830	🟩	Data Migration	There is a risk that we may not be able to access the datacentre in order to connect the databox, to move the 31st prod cut to the azure environment eading to Xoserve being unable to load the data copy onto the environment to begin extract work, and test preparation	Escalate with TechOps to explore options for gaining access to the data centre.	Continues to be a risk until access is confirmed but as lockdown easing continues the probability of this risk is reducing.	14/08/20
63061	🟩	Data Migration	There is a risk of delays in transferring the production data copy from the databox to Azure by Microsoft leading to delays in provision of data extracts for Landmark for UEPT	Discuss MS service levels and agreements with Steve Concannon	Discussions underway with our Microsoft account team	30/10/20
61894	🟩	Service Management	There is a risk that the CSS proposed SLA's do not align to current service model/SLA's because DCC/Ofgem are proposing a new set of SLA's for all parties regardless of existing arrangements, leading to target operating model changes and potential contractual changes with 3rd party suppliers (considerable increase in operational cost)	Our working assumption is that existing SLAs will prevail however, there are ongoing discussions taking place with DCC to understand their expectation.

REC review - no such SLA's imposed on us currently. | Update requested within the July forum. Advise that meetings were arranged between DCC & Ofgem to discuss and would provide an update as soon as possible. | 07/08/20 |
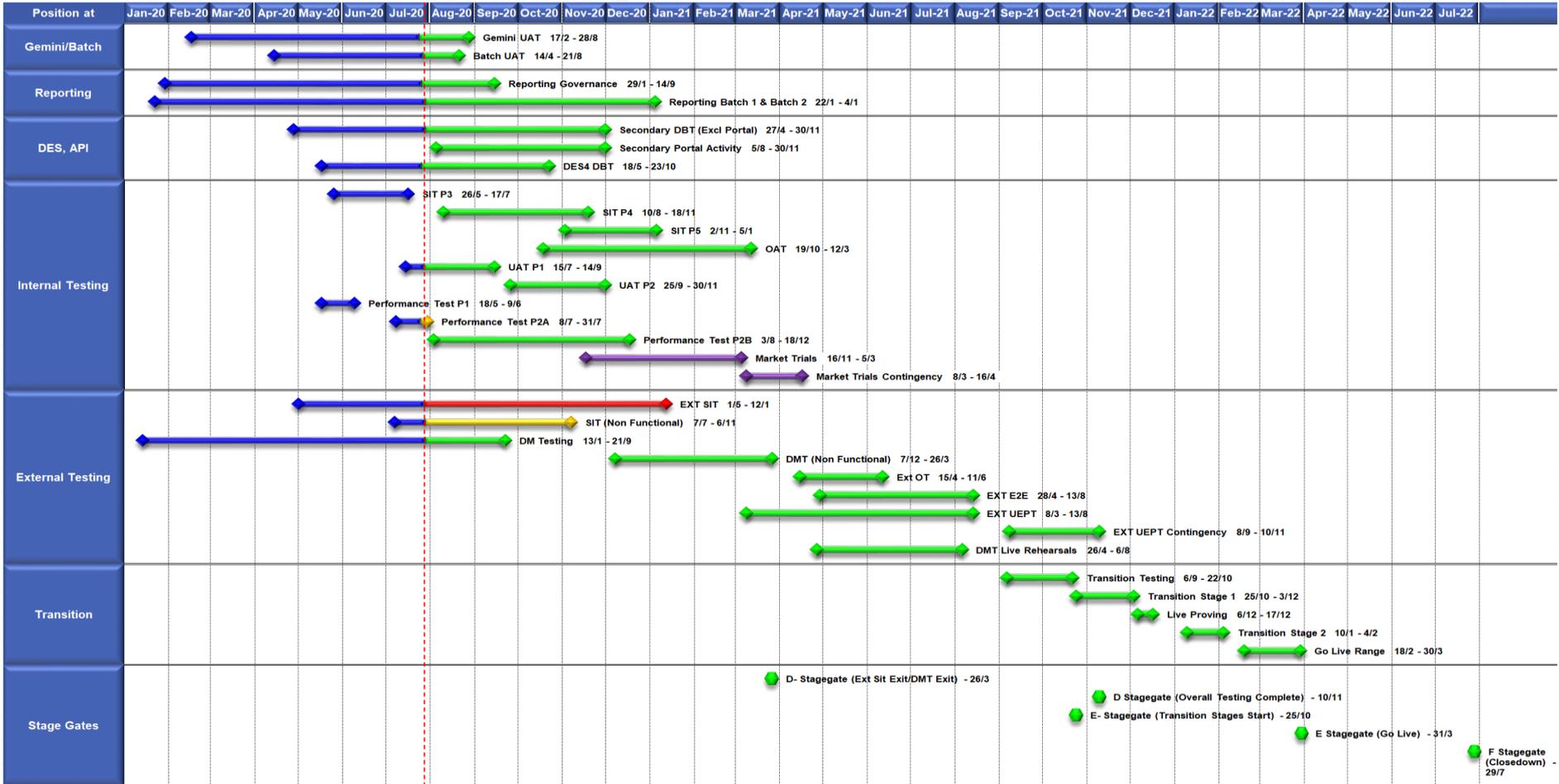| 50199 | 🟩 | Programme | There is a risk that CSS Consequential may be unable to meet switching Programme timelines and end up delaying the overall Ofgem Switching Programme because of the fact that Xoserve consequential changes are complex and significant in scale, leading to potential delays to the Industry plan & reputation impact to Xoserve | Continued engagement with SI and other Switching Programme stakeholders to ensure that all inbound dependencies are met within expected timelines. | Xoserve's activities all continue to be on track to the delivery plan and future dates are being aligned to the replan | 30/09/20 |

Key Programme Risks (5/5)

REF	RAG	WORKSTREAM	DESCRIPTION	MITIGATING ACTIONS	LATEST UPDATE	TARGET RESOLUTION DATE
62695		Service Management	There is a risk that Xoserve is not aware of changes made to the core Service Management processes because of DCC not providing updated process maps leading to re-work to review the revised DCC process maps and update ours accordingly.	Requested copies of the revised process maps to review	Within the July forum, it was advised that the latest process maps would be issued to all parties to review and provide feedback. These were issued on 21st July and included non core processes. Target review date set by DCC is 21/08/20 - this will be ambitious to review all the documents that they have sent (10 in total) by 21st however, we will focus on the core processes initially.	31/08/20
63062		Data Migration	There is a risk that REL and RegId data may be provided late in February / March because of 2 weeks programme shutdown at Landmark / SI over Christmas leading to shortened timeline for loading the data or a delayed load	Review with SI	Awaiting confirmation of eta on REL and RegID data for UEPT from Stuart Chalmers	11/12/20

Key Programme Issues

REF	RAG	WORKSTREAM	DESCRIPTION	MITIGATING ACTIONS	LATEST UPDATE	TARGET RESOLUTION DATE
62919		Programme	SI Functional Re-plan assumptions state " It is assumed that each PUI has a backup of their environment and data and can restore the configuration within 1 working day." Xoserve requested clarification from the SI about the maintenance windows and we were assured no Environment or Data refreshes would be required. Hence we have not factored this activity into our planning and to do so would require extra cost and the timeline would be considerable longer.	Raise with SI. SI to review and respond.	No formal confirmation has been received from Alan Matthews but the issue and Xoserve's position is clearly understood. This issue will remain open until Chan and Amerjeet can pin down confirmation from SI.	31/07/20

High Level Plan

| Position at | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 | Dec-20 | Jan-21 | Feb-21 | Mar-21 | Apr-21 | May-21 | Jun-21 | Jul-21 | Aug-21 | Sep-21 | Oct-21 | Nov-21 | Dec-21 | Jan-22 | Feb-22 | Mar-22 | Apr-22 | May-22 | Jun-22 | Jul-22 | |

Gemini/Batch
- Gemini UAT 17/2 - 28/8
- Batch UAT 14/4 - 21/8

Reporting
- Reporting Governance 29/1 - 14/9
- Reporting Batch 1 & Batch 2 22/1 - 4/1

DES, API
- Secondary DBT (Excl Portal) 27/4 - 30/11
- Secondary Portal Activity 5/8 - 30/11
- DES4 DBT 18/5 - 23/10

Internal Testing
- SIT P3 26/5 - 17/7
- SIT P4 10/8 - 18/11
- SIT P5 2/11 - 5/1
- OAT 19/10 - 12/3
- UAT P1 15/7 - 14/9
- UAT P2 25/9 - 30/11
- Performance Test P1 18/5 - 9/6
- Performance Test P2A 8/7 - 31/7
- Performance Test P2B 3/8 - 18/12
- Market Trials 16/11 - 5/3
- Market Trials Contingency 8/3 - 16/4

External Testing
- EXT SIT 1/5 - 12/1
- SIT (Non Functional) 7/7 - 6/11
- DM Testing 13/1 - 21/9
- DMT (Non Functional) 7/12 - 26/3
- Ext OT 15/4 - 11/6
- EXT E2E 28/4 - 13/8
- EXT UEPT 8/3 - 13/8
- EXT UEPT Contingency 8/9 - 10/11
- DMT Live Rehearsals 26/4 - 6/8

Transition
- Transition Testing 6/9 - 22/10
- Transition Stage 1 25/10 - 3/12
- Live Proving 6/12 - 17/12
- Transition Stage 2 10/1 - 4/2
- Go Live Range 18/2 - 30/3

Stage Gates
- D- Stagegate (Ext Sit Exit/DMT Exit) - 26/3
- D Stagegate (Overall Testing Complete) - 10/11
- E- Stagegate (Transition Stages Start) - 25/10
- E Stagegate (Go Live) - 31/3
- F Stagegate (Closedown) - 29/7

10. Horizon and Future Release Change Planning
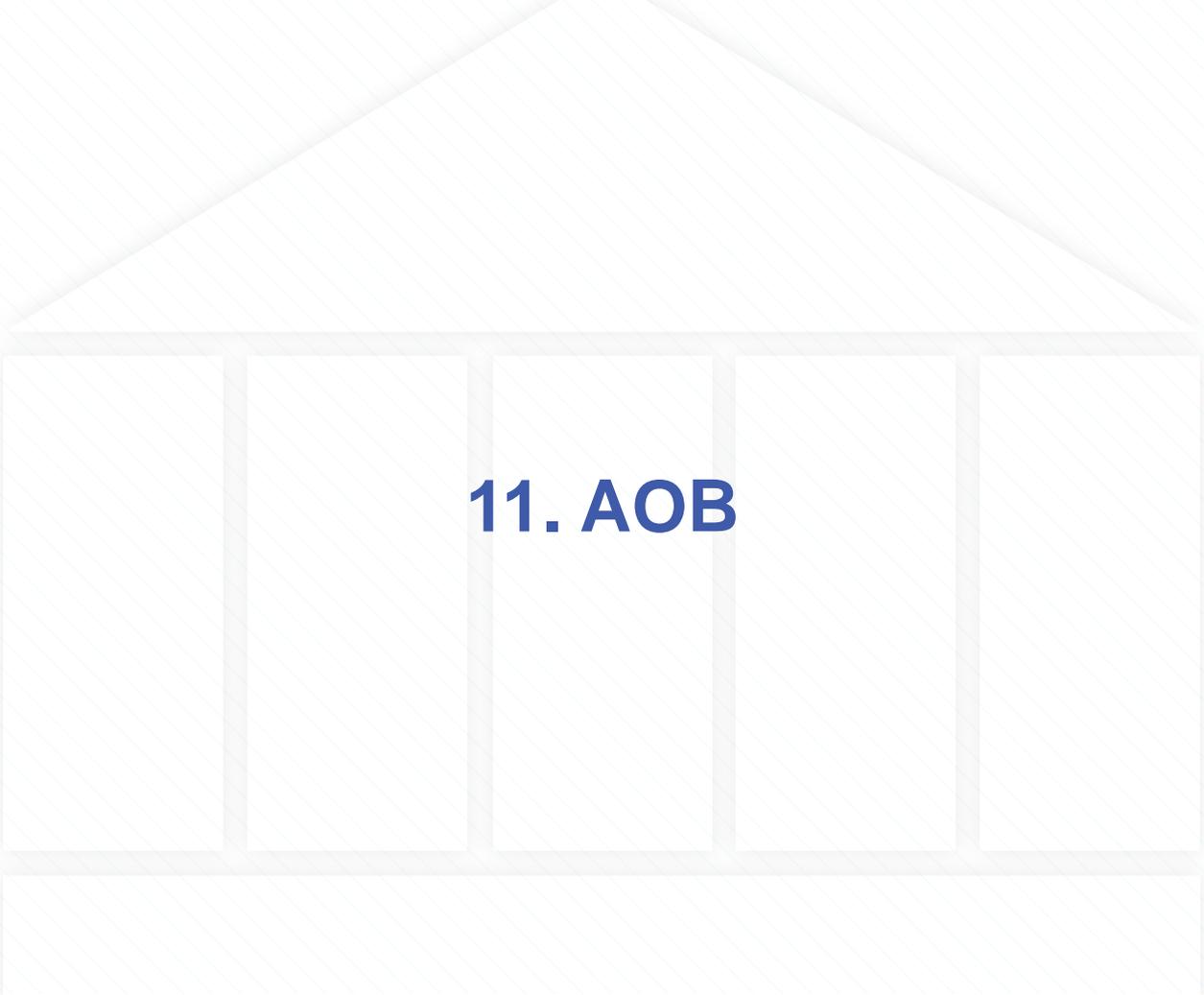
- Bubbling Under Report

- Gemini Horizon Planning

Microsoft Excel Worksheet

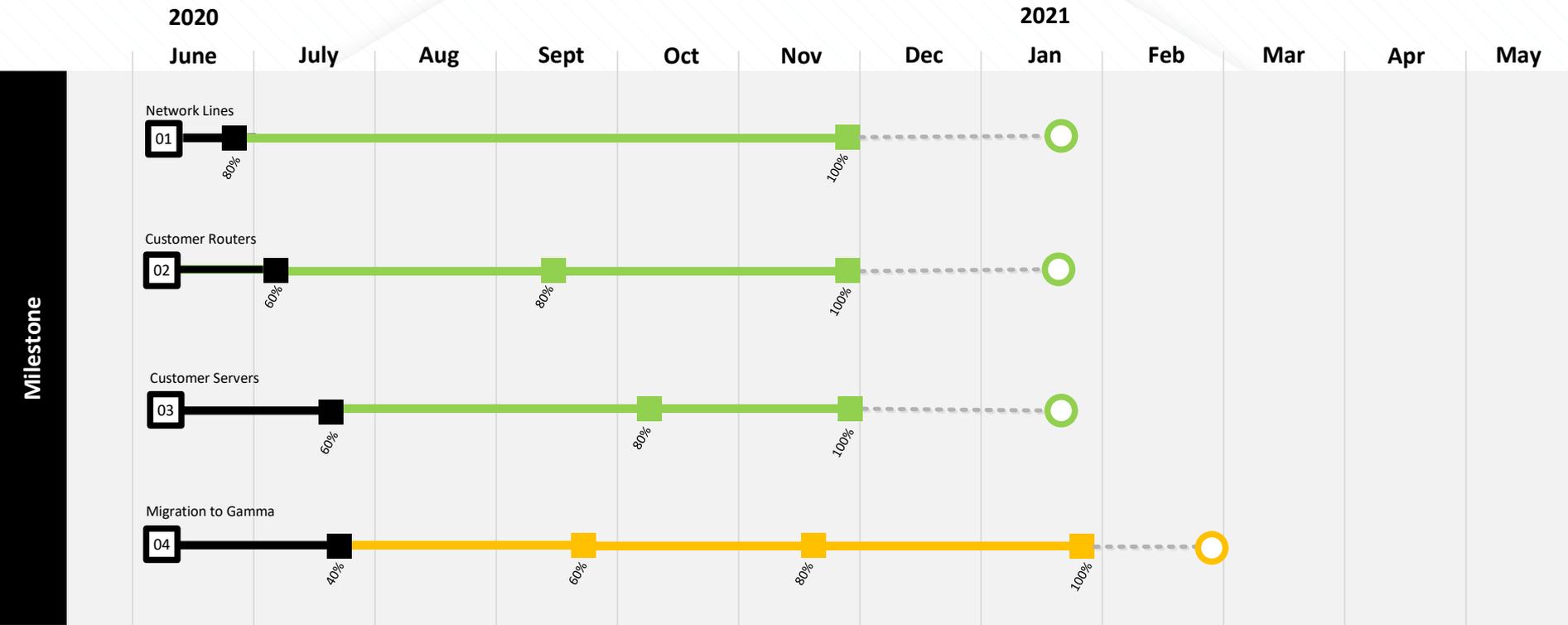**Adobe Acrobat Document**

11. AOB

Xoserve IX Refresh

IX Refresh Customer Update

- 99% of IX customers are now able to continue with their IX migration activities, following the recent update to government guidance on COVID-19

- The project end date is February 2021. Our current run rate is tracking a January 2021 completion

- There are four key milestones for customer migrations:-
  - Installation of Network lines (On Track)
  - Installation of Routers (Ahead of Schedule)
  - Installation of Servers (Ahead of Schedule)
  - Customer Migration (On Track)

- The project would like to request customer support in ensuring that we migrate you as quickly and smoothly as possible onto your new IX Gamma network
  - The migration onto the new IX Network will allow a reduction in IX pricing
  - Your IX equipment will be fully refreshed onto new hardware
  - There is a risk that we will not be able to extend the legacy support past February 2021

- If you have any questions or concerns, please reach out to box.xoserve.IXEnquiries@xoserve.com