

UNC DSC Change Management Committee Minutes
Wednesday 12 October 2022
Via teleconference

Attendees			
Rebecca Hailes (Chair)	(RH)	Joint Office	Non-Voting
Karen Visgarda	(KV)	Joint Office	Non-Voting
Shipper User Representatives (Voting)			
Clare Manning	(CM)	E.ON	Class A
Oorlagh Chapman	(CM)	Centrica	Class A Voting & Class C Voting
Lisa Saycell	(LS)	SEFE Energy	Class B Voting & Class C Voting
Ross Easton	(RE)	Total Gas & Power	Class B
Transporter Representatives (Voting)			
Guv Dosanjh until 11.00am then Sally Hardman (GD Alternate) from 11.00am onwards	(GD)	Cadent	DNO Voting
Tom Stuart	(TS)	Wales & West Utilities	DNO Voting
Bill Goode + Alternate for Richard Loukes	(BG)	National Grid	NTS Voting
Kundai Matiringe + Alternate for Michelle Brown	(KM)	BUUK	IGT Voting
CDSP Change Management Representatives (Non-Voting)			
Emma Smith	(ES)	Xoserve	
Paul Orsler	(PO)	Xoserve	
Observers/Presenters (Non-Voting)			
Andy Clasper	(AC)	Cadent	
Ben Mulcahy	(BM)	Northern Gas Networks	
Claire Louise Roberts	(CLR)	ScottishPower	
David Addison	(DA)	Xoserve	
David Newman	(DN)	Xoserve	
Dave Turpin	(DT)	Xoserve	
Emma Lyndon	(EL)	Xoserve	
Ellie Rogers	(ER)	Xoserve	
James Barlow	(JB)	Xoserve	
Jane Goodes	(JG)	Xoserve	
Jo Williams	(JW)	Xoserve	
Molly Hayley	(MH)	Xoserve	
Peter Hopkins	(PH)	Xoserve	
Rachel Addison	(RA)	Xoserve	
Rachel Taggart	(RT)	Xoserve	
Rajiv Patel	(RP)	Xoserve	
Sally Hardman	(SH)	SGN	

Salma Khan	(SK)	National Grid
Simon Harris	(Sha)	Xoserve
Vikki Orsler	(VO)	Xoserve

DSC Change meetings will be quorate where: Committee Representatives of at least three (3) shall be Shipper Representatives and three (3) shall be DNO Representatives, NTS Representatives or IGT Representatives, are present at a meeting who can exercise seven (7) votes.

Please note these minutes do not replicate/include detailed content provided within the presentation slides, therefore it is recommended that the published presentation material is reviewed in conjunction with these minutes. Copies of all papers are available at: <https://www.gasgovernance.co.uk/dsc-change/121022>

1. Introduction

Rebecca Hailes (RH) welcomed all to the meeting and confirmed the meeting was quorate.

1.1. Apologies for absence

Michelle Brown, Energy Assets
Richard Loukes, National Grid

1.2. Alternates

Bill Goode for Richard Loukes
Kundai Matiringe for Michelle Brown

1.3. Confirm Voting rights

RH confirmed the voting rights and in accordance with UNC General Terms Section D Annex D2 paragraph 2.2.9, two Shipper Representatives were picked at random (one from Class A and one from Class B) to hold the Shipper Class C votes, as detailed below:

Representative	Classification	Vote Count
Shipper		
Clare Manning	Shipper Class A	1 vote
Oorlagh Chapman	Shipper Class A & C	2 votes
Lisa Saycell	Shipper Class B & C	2 votes
Ross Easton	Shipper Class B	1 vote
Transporter		
Guv Dosanjh until 11.00am then Sally Hardman (Alternate) from 11.00am onwards	DNO	1 vote
Tom Stuart	DNO	1 vote
Bill Goode + Alternate for Richard Loukes	NTS	2 votes
Kundai Matiringe + Alternate for Michelle Brown	IGT	2 votes

1.4. Approval of Late Papers

Ellie Rogers (ER) explained the Priority Customer Process documentation was slightly delayed as result of the date by which it was issued by BEIS. (As detailed below in Section 3.1.4.)

1.5. Approval of Minutes (07 & 27 September 2022)

The minutes of the previous two meetings were approved.

1.6. Review of Outstanding Actions

Action 0207: JR (Xoserve) to assess the DSC Change related procedures and documents to ensure they are still fit for purpose.

Update: Jane Goodes (JG) explained that she was now investigating this area and that progress had been delayed due to the EPG Code Changes that had taken priority. JG stated that an update would be supplied at the November meeting, **Carried Forward**

2. DSC Change Budget Update & Horizon Planning

2.1. Change Budget Update

Paul Orsler (PO) provided an overview of the Change Budget and noted there was a slight increase for 2023 for the support of REC.

For full details please refer to the published presentation.

2.1.1. BP22 YTD

The Committee members were presented with a financial-year end forecast of committed spend from the BP22 General Change investment. If no further change is ordered for delivery, by the end of the FY, shipper will have committed 74%, DN's 42%, IGTs 8% and NTS 0%

For full details please refer to the published presentation.

2.1.2. BP23

The Committee members were presented with an overview of the BP23 budget.

Oorlagh Chapman (OC) asked when the BP23 was going to be published, as she said this was well overdue and not having pre sight of this would impact on decisions being made with regards to voting matters. During the meeting Xoserve later confirmed it was scheduled to be published on Thursday 13 October 2022.

2.2. Change Pipeline

PO provided the Change Delivery Pipeline for period August 2022 to December 2023, confirming the major releases for February, June, and November 2023 with firm and indicative implementation dates.

PO provided details of the delivery plan with links to the Change Proposals (CPs), an overview of the change backlog on hold, and changes that have been accepted last month.

For the detailed update, please refer to the published slides.

3. Capture

3.1. New Change Proposals – For Approval

3.1.1. XRN5564 – Gemini Sustain Plus Programme

Bill Goode (BG) introduced the Change Proposal (CP) and explained the following, as detailed below:

National Grid Gas (NGG) wishes to modernise the Gemini platform in order to continue to provide required Capacity & Balancing Services as well as delivering system compliance against new UNC modifications. NGG also wants to deliver change more efficiently whilst improving the customer experience.

The change will be known as the Gemini Sustain Plus programme. The scope of delivery will include:

- *Conversion of all the current Gemini functionality and code into modern (Java Microservices) code*
- *Delivery of additional functional requirements*
- *Delivery in line with non-functional requirements*
- *Consolidation and re-design of Gemini screens*
- *Implementation of Azure cloud infrastructure components (including replacing the current Oracle database)*
- *Improvements to the support service arrangement to respond better to incidents and change (in line with new service levels and KPIs)*

NGG require all of the programme scope to be delivered within a 2- year period, implementation to be specified in the Correla Delivery Plan.

Xoserve will contract with Correla to underpin the delivery of the Gemini Sustain Plus (covering the Correla Statement of Work).

Tom Stuart (TS) requested that the redesign of the Gemini screens needed to be simple and customer friendly because some parties only accessed them once a year, so they needed to be easy to use. BG said that this was being taken into consideration.

Sally Hardman (SH) requested that any consequential impacts were captured and notified in a timely manner to allow sufficient time for these to be addressed. BG again agreed that any impacts would be communicated in an expedient manner.

Clare Manning (CM) asked if all the elements under XRN5368 – Gemini Change Programme - Sustain had been delivered as she had not seen these on the Xoserve website, adding that some areas were still open. BG said that there was still one minor release which would have been completed in a few weeks and then the closure process would commence.

BG confirmed that all related costs were being borne by National Grid.

Shippers, Distribution Network Operators (DNOs) and National Grid Transmission (NTS) were asked to support the Change Proposal proceeding into the Capture phase.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Guv Dosanjh	1	For
Tom Stuart	1	For
Bill Goode + Alternate for Richard Loukes	2	For
Total	4	For

3.1.2. XRN5567 – Implementation of Resend Functionality for Messages from CSS to GRDA (REC CP R0067)

Dave Addison (DA) introduced the CP and explained the REC Change Proposal R0067 summarises the solution as follows:

- *Change Proposal R0067 aims to introduce refresh, or resend functionality to four CSS messages, that have been deemed of high priority. Refresh, or re-send functionality will be made available to the central CSS Data Providers, to ensure high impact incidents, such as late gate closure messages can be resolved.*
- *The intention is to progress a future REC Change Proposal to widen the scope to encompass all messages and make the functionality available to all parties which interface with CSS, such as Suppliers.*
- *The scope of the change currently includes a total of four messages, however two are deemed high priority for inclusion and the remaining two as medium priority. A Preliminary Impact Assessment will be required to confirm the most cost-efficient scope.*
- *Messages to be assessed in the Preliminary Impact Assessment include:*
- *High Priority: Registration Secured Active Synchronisation; Registration Cancelled Synchronisation*
- *Medium Priority: RMP Event Synchronisation; Registration Event Synchronisation*

Shippers, Distribution Network Operators (DNOs), IGT’s were asked to support the Change Proposal proceeding into the Capture phase.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Guv Dosanjh	1	For
Tom Stuart	1	For
Kundai Matiringe + Alternate for Michell Brown	2	For
Total	4	For

3.1.3. XRN5569 – Contact Data Provision for IGT Customers

Paul Orsler (PO) explained the CP had been raised, as detailed below:

IGTs request that Xoserve, as Central Data Service Provider, assess solutions that enable IGTs to gain access to Contact Data held against their associated IGT Supply Meter Points.

Xoserve should consider the following key requirements.

- *Ease in which that data is provided to, and processed by, IGT customers*
- *Frequency that data is made available to IGT customers*
- *Completeness of data to ensure a full view of all forms of Contact Data against the associated IGT Supply Meter Points is made available where necessary*
- *That data is provided in a secure and robust manner*
- *That data is provided in an efficient manner, taking into account respective IGT portfolio sizes*

By taking into account these key requirements and developing a solution that provides associated capabilities to IGT Customers, the problem statement and benefits outlined within this Change Proposal can be addressed and realised.

IGTs were asked to support the Change Proposal proceeding into the Capture phase.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
IGTs	Voting Count	For/Against
Kundai Matiringe + Alternate for Michelle Brown	2	For
Total	2	For

3.1.4. XRN5573 - Updates to the Priority Consumer process (as designated by the Secretary of State for Business, Energy, and Industrial Strategy - BEIS)

ER introduced the Urgent CP and provided an overview as detailed below:

Priority Consumers are those that must be prioritised where there is a national gas emergency. Reference to Priority Consumers is mentioned in Uniform Network Code, section Q1.7.1.

The changes look to:

- Replace the obsolete Category B with a new category which permits the protection of sites of significance to national security or whose loss would pose a significant threat to welfare.
- Change Category C from a fixed financial threshold of damage to, damage costs calculated as a percentage of site value. This is relevant for sites over 2 million therms (58,600,000 kWhs) per annum.
- The process for a site to apply to be a Priority Consumer must be updated to reflect these changes.

All Committee Members were asked to support the Change Proposal proceeding into the Capture phase.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Guv Dosanjh	1	For
Tom Stuart	1	For
Bill Goode + Alternate for Richard Loukes	2	For
Kundai Matiringe + Alternate for Michelle Brown	2	For
Total	6	For

New Change Proposal – For Information

3.1.5. XRN5556B – New CMS – Version 1.1 For information

Jo Williams (JW) advised XRN5556B is a child XRN to 5556 and covers the Duplications Process (DUP), minor enhancements to the user interface (UI) of the new system and the ‘set to Extinct’ new process. This was given for information only.

3.1.6. XRN5566 – Amendments to v25 of the Service Description Table (SDT) – For information

Angela Clarke (AC) explained that some DSC Services Lines can now be removed from the Data Services Contract as National Grid now issue the Termination notice to both the Authority (Ofgem) and the User, whereas previously this would have been done by Xoserve.

AC noted that Xoserve have confirmed with National Grid that they now have a Termination Committee in place which ratifies the decision of the EBCC to issue a termination notice and they have confirmed that these lines can be removed from the SDT.

AC confirmed that this XRN would be further discussed at the DSC Contract Management Committee meeting in October 2022.

3.1.7. XRN5565 – Appointment of CDSP as the Scheme Administrator for the Energy Price Guarantee (EPG) for Domestic Gas Consumers (Gas) (UNC Modification 0824)

Dave Turpin (DT) explained the Government has proposed the EPG (Gas) Scheme, for domestic customers, to secure reductions in the energy bills of domestic customers within Great Britain. The intention is for the Central Data Service Provider (CDSP) to perform the function of the EPG (Gas) Scheme (the 'Scheme') Administrator and that the scheme is to be implemented by 01 October 2022, with the first payment to be made on Friday 14 October 2022.

A general discussion took place regarding the duration of the scheme and DT said that the scheme's duration was currently 2 years, and that the reconciliation process would take place on going for 4 years and after that period, there would be the reapportionment of gas allocation. RH asked if there was likely to be any impact to the Performance Assurance Committee regarding this matter and it was agreed there would not be an impact.

DT noted that the non-domestic scheme looked quite different and was not on a site-by-site basis, with payment being made and cross-checked to satisfy the audit process. DT added that this scheme was presently still in the planning stage. RH noted there would be a new Modification needed for this, DT agreed especially regarding data release requests from BEIS to gain access to the data required.

3.2. Solution Review

3.2.1. XRN5472 – Creation of a UK Link API to consume daily weather data for Demand Estimation processes

PO note the Change Pack had been circulated in September 2022 and no representations had been received.

Shippers, and Distribution Network Operators (DNOs), were asked to support the Change Proposal proceeding into the Detailed Design Phase.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Sally Hardman (Alternate for Guv Dosanjh)	1	For
Tom Stuart	1	For
Total	2	For

3.3. Change Update – For Information

3.3.1. XRN5379 – Class 1 Read Service Procurement Exercise – Modification 0710 – Change Pack Update

ER noted Xoserve will issue the Detailed Change Pack for consultation in October 2022 for Approval in November 2022 at the DSC Change Management Committee meeting.

ER stated if approved in November, this will provide 4.5 months' notice prior to the required delivery date of 01 April 2023.

ER said that Xoserve do not anticipate any system changes for customers because of the XRN5379 implementation and the main changes relate to how the service is invoiced (via the Specific Service invoice rather than UK Link invoices).

ER added that Xoserve are not anticipating any File Format changes because of this change, The BER for XRN5379 for Delivery to PIS is expected to be submitted for approval in November 2023 Change Management Committee.

Many of the Committee members requested that any changes should be executed via a smooth transition, unlike the previous Nexus process.

4. Design & Delivery – For Approval

4.1. Detailed Design Change Packs

4.1.1. XRN 5556.B – CRM Rebuild – 1.1 Duplicate Meter Points (DMP) Process V1.0

PO noted that only 1 representation had been received from Northern Gas Networks which was in favour of the CP.

Shippers, and Distribution Network Operators (DNOs) and IGTs, were asked to support the Change Proposal proceeding into the Detailed Design Phase.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Sally Hardman + Alternate for Guv Dosanjh	1	For
Tom Stuart	1	For
Kundai Matiringe + Alternate for Michelle Brown	2	For
Total	4	For

4.2. Standalone Documents for Approval (BER, CCR, EQR)

4.2.1. CCR for XRN5469 – Increasing the Frequency of FSG Payments

PO and Rajiv Patel (RP) provided the following update as detailed below:

- *The current FSG service operates to a set of agreed submission deadlines to process onward invoices to Shippers. This process operates on a weekly basis, with a discretionary 'Ad Hoc' provision of FSG processing.*
- *A new daily FSG service will operate from Tuesday 04 October 2022, for participating Distribution Networks. The new daily service will be fulfilled by introducing additional administration resource to the Business Operations Invoicing Team.*

For non-participating Distribution Networks, the service shall remain weekly / 'Ad Hoc'.

- *The change has been confirmed as being 100% Distribution Networks funded.*
- *An additional 1.0 Full Time Equivalent (FTE) will be funded at a (pro-rata-ed) cost of £31,600 from October 2022 to the end of March 2023.*
- *Then at an annual cost of £63,300 from the start of April 2023 to end of March 2024.*
- *And then at a continued annual cost of £63,300 thereafter (but subject to any future DSC+ schedule changes that affect the Administrator Role rate).*

The Distribution Network Operators (DNOs) were asked to support the Change Proposal proceeding into the Closure phase.

The vote was taken by exception and unanimous approval was recorded as follows:

Distribution Network Operators (DNOs)	Voting Count	For/Against
Sally Hardman	1	For
Tom Stuart	1	For
Total	2	For

4.3. Project Update

4.3.1. Ad hoc March 23 Release Change Status & Scope Approval

Peter Hopkins (PH) provided the March 23 Ad hoc Release Dashboard reporting an overall green RAG Status as detailed below:

Release		March 23 Adhoc Release					
Implementation Date		25 th March 2023					
Contingency Implementation Date		1 st April 2023					
BER Approval being sought from ChMC		9 th November 2022 subject to prior approval of scope					
XRN	Title	Proposer	Benefitting	Funded By	HLSO Est.	Points	Comments
5143	Transfer of NDM sampling obligations from Cadent, WWU, and NGN to the CDSP	Cadent	Cadent, WWU, NGN	Cadent, WWU, NGN	£100k	5	<ul style="list-style-type: none"> Solution Change Pack approved by three DNs Design Change Pack to be approved by relevant DNs by end of November
5379	DM Class 1 Read Service	CDSP	GT, IGT Shipper DNO	Shipper	£150k	8	<ul style="list-style-type: none"> Solution approved at August ChMC. Design Change Pack to be approved at November ChMC
5472	Creation of a UK Link API to consume daily weather data for Demand Estimation	CDSP	GT, IGT Shipper DNO	Shipper DNO	£75k	5	<ul style="list-style-type: none"> Solution Change Pack submitted for approval at October ChMC Design Change Pack to be submitted at December ChMC
				Total	£325k	18	
Decision:		Required from the committee on proposed scope above					
Note:		Funding mechanism for the individual changes is still to be fully confirmed but this will be clearly articulated for necessary approval of the BER at November 2022 ChMC					

PH explained he was requesting approval for the above XRNs for the Ad hoc March 23 Releases.

Lisa Saycell (LS) questioned if these dates were achievable due to the EPG impacts and PO said that there was dedicated resource for the EPG. LS said that more detailed was required within the BER to explain this area and PO agreed this would be included.

OC questioned the 100% funding for the Shippers of £150k and said that she was not aware that this had been agreed previously and that she wanted evidence of this decision, before she was prepared to vote on the funding aspect of this matter. TS stated that it was his understanding that the decision on the funding had been confirmed and documented at the August meeting. ER agreed that this was the case. OC stated that she wanted to see the appropriate evidence and was not prepared to vote on the funding at this time.

It was agreed that DA would investigate the funding aspect of XRN5379 – DM Class 1 Read Service and that the funding approval would be discussed in the November meeting.

New Action 0110: Xoserve (DA) to confirm the funding percentage for Shippers for XRN5379 – DM Class 1 Read Service.

It was agreed the approval was only for the scope and that the funding approval would be addressed at the November meeting.

Shippers, and Distribution Network Operators (DNOs) and IGTs, were asked to support only the scope of the Change Proposal, with funding to be approved at the November 2022 meeting

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Sally Hardman	1	For
Tom Stuart	1	For
Kundai Matiringe + Alternate for Michelle Brown	2	For
Total	4	For

It was agreed that the funding vote should be deferred awaiting more information.

4.3.2. February 23 Release Update

Peter Hopkins (PH) provided the February 23 Release update as detailed below:

- Overall release is tracking on target; Green, Start up and Initiation phase completed on 23/09 as per plan
- Currently in build phase, with system testing in progress for XRNs where build completed from 03/10

Progress update:

- UK Link build in progress, delivery on track to complete by 30/09
- DDP build for XRN4990 commenced on 12/09, delivery on track to complete by 23/12
- System Testing preparation in progress, test case execution to commence 03/10
- User Acceptance Testing (UAT) preparation to commence on 17/10
- Decision in October ChMC: None

A brief general discussion took place regarding Modification 0799 – H100 File Project – Hydrogen Network Trial and RH asked if this needed to be flagged to Panel and Ofgem, as if there was no decision, could this have an impact on XRN5298 - H100 Fife Project - Phase 1 (Initial Assessment). Sally Hardman (SH) explained she was hopeful of having the Ofgem decision confirmation in the near future.

4.3.3. XRN5231 – Provision of a FWACV Service

Rachel Addison (RA) provided the Dashboard update as detailed below:

- Overall RAG status is now tracking as GREEN. All implementation activities are complete.
- Post Implementation Support (PIS) activity is progressing to plan.
- 1st Usage monitoring and assurance taking place.
- Requirements traceability activities have completed.
- No major issues have been reported and the service is largely working as expected since 01 September 2022.
- A number of PIS tickets have been raised; 10 key PIS activities are now closed, and work is in progress for the remaining 5 issues. The resolution activities for these issues will conclude within the PIS phase.
- Regular calls are taking place with the DNs as appropriate, NG and key stakeholders. These will continue for the remainder of PIS.

Next Steps:

- *Conclude PIS phase.*
- *Commence Closedown activity*

TS asked if the Phase 2 requirements could be shared, and PO said that Xoserve had requested these requirements from the internal Project Team and that he was waiting for PIS phase to be completed.

For details of the themes, roadmap and items in flight, please refer to the published slides.

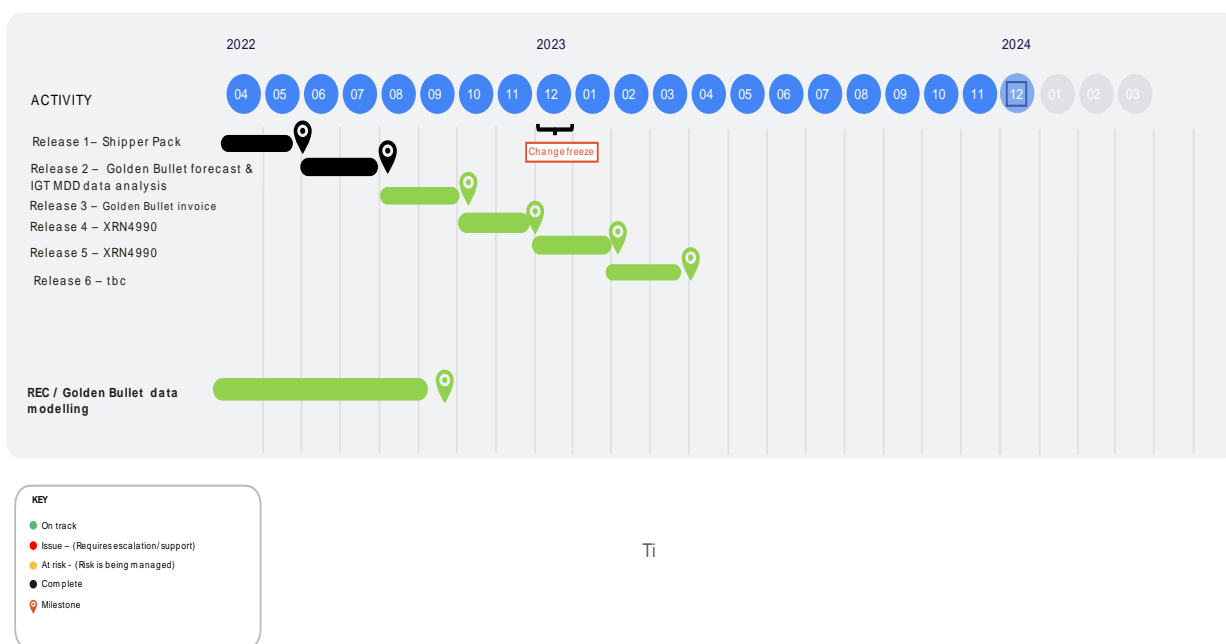
4.3.4. NG Horizon Plan

RA provided an updated National Grid Transmission Change Horizon Plan. All work was on track, with no red areas.

For the detailed update, please refer to the published slides.

4.3.5. DDP Update

David Newman (DN) provided an overview of the DDP update and drew attention to specific areas of interest, the Roadmap, and the Shipper Delivery Pack. As detailed below:



For the detailed update, please refer to the published slides.

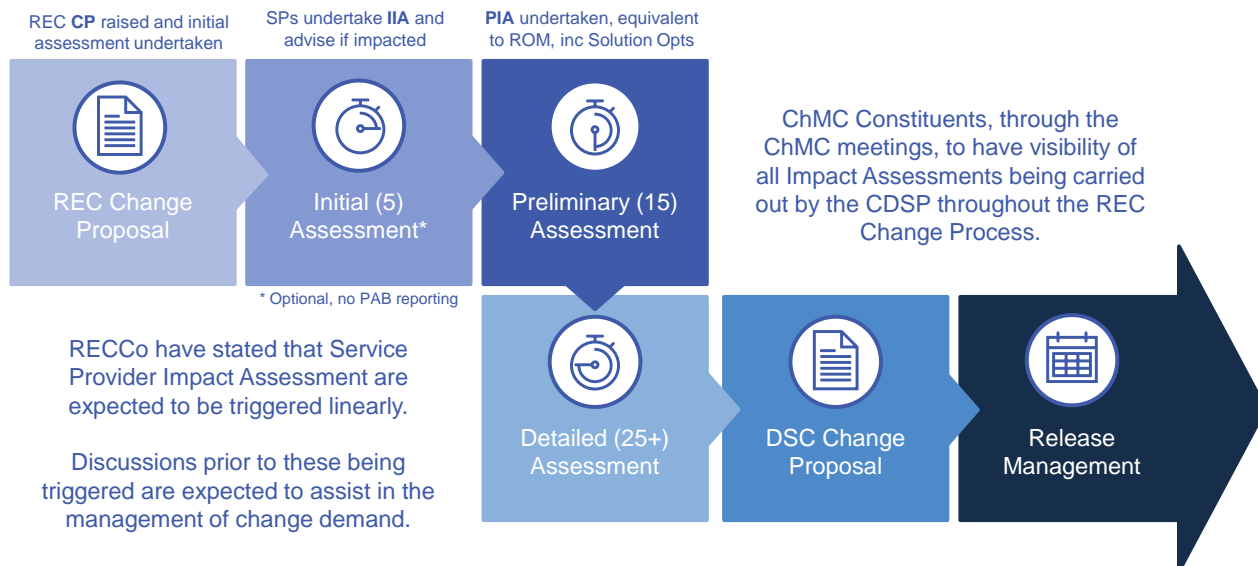
5. Non-DSC Change Budget Impacting Programmes

5.1. XRN5402 – Request impact assessment on proposed REC Change Management Impact Assessment

Simon Harris (SHa) provided an overview of the background and summary of the impact assessment on the proposed REC Change Management Impact Assessment, the full presentation can be access via: <https://www.gasgovernance.co.uk/dsc-change/121022>

SHa provided a summary to the CDSP REC Change process as detailed below:

CDSP REC Change Process



Option 2
Dedicated Resources

Additional core resources dedicated to **support** REC IA and Change Development.

Low/Medium Risk to DSC Change.

Increase in DSC Change Development Capacity **only** (no increase in Release Capacity).

£350k

SHA explained that the DSC Change Management Committee has requested that the funding for REC was re-looked at with regards to the CCR to close down the XRN5402. SHA noted that Option 2, as above, would be fed into the BP23 because, following previous discussions, Option 2 was the most applicable.

BG questioned the funding by NTS on Slide 54, which stated the NTS split was 7%, as detailed below:

Proposed Funding Split:
Service Area 13: Managing Change
SHP 52% | GT 40% | NTS 7% | IGT 1%

PO said that it was unlikely there would be an impact to NTS, but that this was the managing change default, and that it would depend on the changes via the REC.

Ben Mulcahy (BM) questioned why this funding was not automatically included in BP23 as a Business as Usual (BAU) item, especially as the REC costs are not yet known, and he did not understand why it was being split. TS concurred with this comment and said he too was unclear of the weighting to Transporters.

SHa said the weighting was apportioned to Service Area 13 for managing change. SHa added that if it were deemed a different split was needed that could be investigated and split across as different service area. TS said that once the BP23 was published that it would be helpful to put this into context. SHa said all the changes were being monitored regarding the REC changes and that presently there 76 in total, although very few had been delivered. OC reiterated her previous comment that she would not be agreeing or supporting any decisions until she had seen the BP23. PO stated that Option 2 was going to be included as a discreet investment and asked for clarity regarding the Option 2 £350k. SH noted this was ring fenced resources to manage the REC impact assessments work. PO advised that parties were able to provide feedback and comments on the BP23 to Xoserve directly.

5.2. CSSC Programme Update

Emma Lyndon (EL) provided an update on the CSSC Programme as detailed below:

Programme Closedown

EL noted that this month brings about the closedown of the CSSC Programme which EL was very proud to have been a part of. EL thanked all of the Committee members for their contribution and support for the duration

EL explained that by the time Xoserve exit PIS, the service will have been adopted into BAU with knowledge transfer, operational model and support activities all in place

The Programme has been a success and a huge multi party activity which has seen many highs and lows throughout its duration which you would expect from a Programme for this size

Xoserve will continue their relationships with all customers involved in the Switching Programme so please be assured that support is still available through your BAU channels

Xoserve will continue to report any issues that are encountered as a consequence of the Programme via our Issue Resolution team as per the BAU process that has been in place since Programme implementation

Xoserve will continue to provide you updates in relation to the missing secured active messages (SAMs) until we reach resolution of this issue

For a detailed update, please refer to the published slides.

5.3. CMS Rebuild Update

Joanne Williams (JW) provided an overview of the Portal status as detailed below:

One of the main pain points Xoserve identified during analysis of current CMS was the high customer effort in data entry, specifically relating to populating addresses. To eradicate this pain point Xoserve will be utilising an address lookup tool which will allow you to put in minimal information, choose the address, which will in turn auto-populate the required fields. Unfortunately, this was not ready in time for the soft launch on the 10 October 2022

Xoserve want to ensure that your first experience of the new solution is a highly positive one. Therefore, Xoserve are now targeting a soft launch date of 24 October 2022 so that you can get the full benefit of this feature.

Although this only gives a gap of two days between soft launch and full launch, October 26 2022 for all customers, Xoserve believe that this is enough time as a lot of testing on connectivity etc. was undertaken in Alpha Trials.

As well as the Found Meter process (MNC), the new Supplier Theft process (SUT), as per Modification 0734, is due to go live on 26 October 2022. In terms of the SUT / Modification 0734 process, theft data will be sent by RECCo to the CDSP. Currently RECCo are working through their process to ensure the release of required theft data to the CDSP via the appropriate REC change. Please be aware that the SUT / Modification 0734 technical solution will continue to be deployed as planned, however the new process will not commence until the relevant REC change is implemented. As a result, all customers should continue to use the current "TOG" contact / process in CMS until the SUT / Modification 0734 process has been implemented fully (alongside the relevant REC change).

Xoserve will provide an update as soon as we know when the relevant REC change is due to be raised and implemented to ensure you have as much notice as possible of the SUT / Modification 0734 process commencing (and the cessation of the current Shipper "TOG" process).

The CMS Rebuild webpage (<https://www.xoserve.com/products-services/data-products/contact-management-service-cms/cms-rebuild-product/>) contains the link to register for future Customer Focus Groups which are captured below, please note the agenda for the Focus Groups will be issued 7 days prior to the session.

The October Customer Focus Group will discuss: Progress update, updating the QMP File preferences and options, walkthrough of the new Set to Extinct process and an end-to-end Demo.

6. Any Other Business

6.1. Modification 0651- Retrospective Data Update Provisions (XRN4914) – Discussion at UNCC

PO noted that Xoserve were seeking input from UNCC regarding XRN4914, to progress in deriving accurate Detailed Design and remaining Solution Delivery costs of the project in the following areas:

- To establish accurate Detailed Design costs, a clearer understanding on the likely take up of the solution is needed from DSC Customers
- Clarification on the likely number of customers that will be participating in Data Preparation and Market Trials phases, and volume of their respective portfolios
- This information will enable Xoserve to ensure technology, environments and resource can be appropriately sized for the project, and allow the project to be planned in a meaningful way, with customers' needs in mind
- Customers are asked to note that the Modification Business Rules do not refer to how downstream impacts are to be monitored and managed - this would need to be carefully analysed and assessed during solution testing
- The High-Level Solution Option costs of the project are in excess of the remaining budget for the delivery of XRN4914 - Xoserve need to ensure that we are starting the project with a clear position on how any excess costs will be funded by DSC Customers.

PO stated Modification 0651 had been approved by Ofgem and he suggested that Modification 0825 - Removal of the remaining Retrospective Asset, Address and Supply Point (RAASP) elements of the Retrospective Adjustment arrangements put in place under Modification 0434 should be discussed at the UNCC as it was related to Modification 0651. RH noted that each Modification was totally independent from each other. A brief general discussion took place and the Committee members agreed that they wanted to seek a view from the UNCC regarding XRN4914 from a governance perspective and how to manage the interactions of the Modifications.

New Action 0210: Joint Office (RH) to include a new UNCC agenda item for the October meeting; governance and interaction of XRN4914 and Modification 0825.

6.2. XRN5431 – Temporary Community access to pre-Covid AQ values for Shippers

ER provided a verbal update and explained the temporary community access had been delivered in November 2021 and was due to finish at the end of October 2022. ER stated that investigations were presently taking place to determine if the service could be provided by REC moving forward. ER noted that if the service were to be performed by the REC then a REC Change Proposal would be required to remove the existing service lines.

A general discussion took place and some Committee members questioned why there was no new process and if there were any risks, as REC were quite slow from a process/procedure perspective. ER stated that the current access was via DPM and that in the future it could be via the Data Access Matrix (DAM).

6.3. XRN5554 – DSC Change Management Appeal – Corona Energy

RH provided an overview on screen of the Corona Energy letter appealing against the decision to reject XRN5554.

RH stated the appeal had been submitted to the UNCC for a decision and that representations had been submitted. RH said the appeal was made on the grounds that the decision was not in line with the DSC Objectives. ER noted regarding this matter, that it did not go out in the Change Pack due to recommendations from the BER regarding funding, as nothing was changing from that perspective. ER added that it did not go through the consultation process in light of the timescales for the AUG Table for 2023. RH stated that the appeal would be discussed at the UNCC on 20 October 2022. ER asked if the UNCC overturned the decision, would that happen immediately or go back to a Change Proposal. RH stated the UNCC would direct the DSC Change Management Committee on how to progress. Please see:

<https://www.gasgovernance.co.uk/uncc/201022>

7. Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/events-calendar/month

Time/Date	Meeting Paper Deadline	Venue	Programme
10.00 Wednesday 09 November 2022	31 October 2022	Microsoft Teams	Standard Agenda
10.00 Wednesday 07 December 2022	28 November 2022	Microsoft Teams	Standard Agenda

Action Table (as of 12 October 2022)

Action Ref	Meeting Date	Min Ref	Action	Owner	Status Update
0207	13/07/22	2.1	JR (Xoserve) to assess the DSC Change related procedures and documents to ensure they are still fit for purpose.	Xoserve (JR)	Carried forward
0110	12/10/22	4.3.1.	Xoserve (DA) to confirm the funding percentage for Shippers for XRN5379 – DM Class 1 Read Service.	Xoserve (DA)	Pending
0210	12/12/22	6.1	Joint Office (RH) to include a new UNCC agenda item for the October meeting; governance and interaction of XRN4914 and Modification 0825.	Joint Office (RH)	Pending