

Agenda

DSC Change Management Committee

10:15 Wednesday 10 January 2018

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

Teleconference details: 020 3582 4515

Teleconference ID 401-706-701

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

Short notice items are in italics

<i>Item</i>	<i>Topic</i>	<i>Lead</i>	<i>Category</i>
1. Introduction			
1.1.	Apologies for absence	Chair	Information
1.2.	Alternates		
1.3.	Confirm Voting rights		
1.4.	Approval of Minutes (13 December 2017 and 15 December 2017)		
2. New Change Proposals (2.1 to 2.5 Approval post consultation)			
2.1.	XRN4044 - Extension of 'Must Read' process to include Annual Read sites	Cadent AC	Approval
2.2.	XRN4525 - Transparency of the Rolling AQ Process	ScottishPower r (SP)	Approval
2.3.	XRN4534 - Amendment to RGMA Validation Rules for Meter Asset Installation Date	British Gas (AM)	Approval
2.4.	XRN4542 - Changes to the PSR Report (new fields and removal of fields no longer applicable)	CDSP (ESm)	Approval
2.5.	XRN4556 - Process to provide a report when GSR requests return no MPRNs	Cadent AC	Approval
2.6.	XRN4568 – DSC Service Description Table – Cosmetic changes to service lines	CDSP (ESm)	Approval
3. Approval of Change documents			
3.1.	No documents to approve at this meeting	CDSP (RHi)	Information
4. Proposed Cancellation of Historical Change Requests (see Appendix)			
4.1.	Propose to close – Approval to be sought in February	CDSP (ESm)	Approval
4.2.	Changes requiring sponsorship to progress	CDSP (ESm)	Discussion
5. Release Updates			
5.1.	Future Release 1.1	CDSP (LCh/CF)	Information
5.1.1.	PIS Update		
5.2.	Future Release 2.0		

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<p>5.2.1. XRN4361: Release 2 delivery - BER for Approval</p> <p>5.2.2 XRN4454: National Grid and Cadent Enduring Invoicing Arrangements – Removal from R2 in to R3</p> <p>5.2.3 Release 2 Delivery Update</p> <p>5.3 Future Release 3</p> <p>5.3.1 Xoserve’s Proposed Prioritisation Approach for Changes</p> <p>5.3.2 R3 Scope and Delivery Timescales Proposal</p>	<p>CDSP (LCh/CF)</p> <p>CDSP (LCh/CF)</p> <p>CDSP (LCh/CF)</p> <p>CDSP (ESm/AS)</p> <p>CDSP (PD/LF)</p>	<p>Approval</p> <p>Approval</p> <p>Information</p> <p>Discussion</p> <p>Discussion</p>
<p>6 Change Logs</p> <p>6.1 Bubbling Under Report</p> <p>6.2 Xoserve DSC Implementation Plan</p> <p>6.3 Xoserve Change Register</p>	<p>CDSP (RHi)</p> <p>CDSP (RHi)</p> <p>CDSP (ESm/AS)</p>	<p>Information</p> <p>Information</p> <p>Discussion</p>
<p>7 Finance and General Change Budget Update</p>	<p>CDSP (MP)</p>	<p>Discussion</p>
<p>8 Review of outstanding actions</p>	<p>Chair</p>	<p>Discussion</p>
<p>9 Any Other Business</p> <p>9.1 1824 - IM - SN - UK Link Extraordinary Change Pack 15th December 2017</p> <p>9.2 Xoserve/Gemserv MIS collaboration (API Dashboard)</p> <p>9.2.1 Joint MIS Development Group (JMDG) update</p> <p>9.2.2 Dual Fuel Energy Data Service (DFEDS) industry announcement (for PCWs)</p> <p>9.3 IX Network Partner Update</p> <p>9.4 Formula Year AQ/SOQ Amendment – Defect update</p> <p>9.5 IHD SPAA Change, Approval sought for inclusion in R2</p> <p>9.6 Update on Modification 0630R – Review of the consequential changes required in UNC as a result of the Ofgem Switching Program</p>	<p>CDSP (ES/RHi)</p> <p>CDSP(TCh)</p> <p>CDSP(TCh/ LC)</p> <p>CDSP(ESm)</p> <p>CDSP(ESm)</p> <p>CDSP(ESm)</p> <p>Cadent (CW)</p>	<p>Information</p> <p>Information</p> <p>Information</p> <p>Information</p> <p>Information</p> <p>Discussion</p> <p>Information</p>
<p>10 Diary Planning</p>	<p>Chair</p>	<p>Information</p>

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Action Table (as at 13 December 2017)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1201	13/12/17	2.2	To look to provide a case study (filled in change proposal template) which the Change Management Committee could then examine in order to hopefully identify a 'best practice' which would hopefully improve the provision of high level ROMs going forwards.	Xoserve (DT/ES/RHi)	Pending
1202	13/12/17	2.4	To provide high level summaries of responses for any Change Proposals issued to consultation, to be published on the January 2018 meeting page.	Xoserve (RHi)	Pending
1203	13/12/17	4.1	To add a new tab to the 'Proposed Cancellation of Historical Change Requests' documentation before issuing to the industry (via the Change Pack distribution list), requesting views on how best to progress any closures and indications of who would be willing to sponsor any change requests.	Xoserve (ES)	Pending
1204	13/12/17	5.2.1	<i>Reference XRN4361: Retail & Networks Platform UK Link Release 2 Delivery</i> – Xoserve (LC) to provide additional supporting background information behind the costs and percentages presented on page 21 of the Change Proposal and add back in the UK Link funded elements.	Xoserve (LC)	Pending
1205	13/12/17	8.0	<i>Reference the Finance and General Change Budget Update Excel Spreadsheet</i> – Xoserve (MP) to update the spreadsheet with the inclusion of a 'summary key' including new items added and items that have changed since the last review.	Xoserve (MP)	Pending
1206	13/12/17	8.1	<i>Reference the DSC Change Budget – BP18 presentation</i> – Xoserve (MP) to provide an updated presentation outlining the potential UIG modification impacts and also the various release dates going forwards.	Xoserve (MP)	Pending

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1207	13/12/17	11.2	<i>Reference PSR: SPAA CP 370A – implementation date and associated file format changes – Xoserve (TCh) to issue a supporting email (including file format aspects) and table the item for consideration at the forthcoming SDG meeting, with a view to seeking formal approval at the January 2018 meeting.</i>	Xoserve (TCh)	Pending

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