ChMC is scheduled to convene on Wednesday 12th September. Below is a summary of the agenda items and the actions for Committee members relating to each agenda item; all material is available here: <https://www.gasgovernance.co.uk/DSC-Change/120918>

**New Change Proposals - Initial Review**

**2.1. XRN4725 New read reason type for Line in the Sand estimate readings**

This change proposal is proposed by Xoserve. At the point of the code cutoff date a read is required on Supply Meter Points (SMPs) that have not submitted an accepted actual read since Code cut off – 3 years. This has been a process required in new UK Link. Previously the Read Reason code was given as OPNT within the USR file as it was a recognised value and time constraints hindered any new Read Reason being added. It was planned to add in a specific read reason for this to assist Shippers in identifying LIS estimates from standard OPNT (opening transfer) readings. This change is looking at creating a new Read Reason within UKLink to be populated in the USR file once the LIS estimate job has been triggered.

This is a restricted class change to Shipper Users; therefore, Shipper Users will be asked whether to vote for the change to proceed

**2.2. XRN4738 Shipper Portfolio update of proposed Formula Year AQ/SOQ (Npower (JR) approval**

This change proposal is sponsored by Npower. As per the revised approach for XRN3667a, Shippers have asked Xoserve to look into solution options to inform them of their proposed Formula Year AQ/SOQ values once they have been calculated (in December). XRN3667a was raised for proposing Shippers/Suppliers to have visibility of this via API to facilitate faster / more reliable switching. It has been identified that CoS transactions that take place between the delivery of the March NRL (that carries the new Formula Year AQ / SOQ) and the 1st April might increase the number of enquires via the API solution being proposed in XRN3667a, to the extent of decreased performance. As such, a separate mechanism is required to support the likely increase in bulk requests for FAQ/SOQ during that period. The indication of Formula Year quantities are also sent to distribution networks so proposing any solution include these in scope (unless stated otherwise by the GT/iGT’s)

This is a restricted class change to Shipper Users, Distribution Network Operators and iGTs; therefore, Shipper Users, Distribution Network Operators and iGTs will be asked whether to vote for this change to proceed.

**2.3. XRN4752 Meter Read Performance**

This change summary is proposed by Xoserve. Section M of UNC states the read obligation for Class 2 and Class 3 Supply Meter points. Within Code this section also states:
- TPDM5.7.4 Each User shall secure that the requirement in paragraph 5.7.1 is complied with in respect of at least 97.5% of Relevant Class 2 Supply Meters every Day and the CDSP shall notify each User of its performance in such respect
- TPDM5.8.5 MD is the number of Relevant Class 3 Supply Meters and the CDSP shall notify each User of its performance in such respect.

This states that the CDSP has an obligation to report the performance. There are service lines set up for us to provide read performance reports; we need a CP to enact this.

It is proposed to provide these reports anonymously until the PARR is amended to provide non-anonymised reports to PAC (completed under UNCC; not the DSC).

This is a restricted class change to Shipper Users; therefore, Shipper Users will be asked whether to vote for the change to proceed

**2.4 XRN4753 CMS – Increase information provided in .QCL response file**

This change summary is sponsored by Brookfield Utilities.

The QCL response file contains each of the Contacts resolved by Contact Reference Number, however limited information is not provided to inform the User of the MPRN and reasons for rejecting a Contact within .QCL files

Customers have fed back that it would be beneficial to include additional data items within the QCL file, namely;

* + **MPRN –** which is currently depicted as ‘Optional’ within the file
	+ **Resolution text / Rejection Reasons –** also depicted as ‘Optional’ within the file
	+ **Associated QMP file details (i.e. file name)**

These items have been identified as being able to better assist Customers to process any Contacts that have failed to successfully update UK Link systems

This will allow customers to work through rejections in a more efficient manner and speed up the resolution of Contacts, which in turn will support maintenance of accurate and timely data being recorded in UK Link systems against Supply Meter Points.

This is a restricted class change to Shipper Users, Distribution Network Operators and iGTs; therefore, Shipper Users, Distribution Network Operators and iGTs will be asked whether to vote for this change to proceed.

**3. New Change Proposals - Post Initial Review (None)**

No agenda items

**4. New Change Proposals - Post Solution Review**

**4.1. XRN4621 Suspension of the Validation between Meter Index and Unconverted Convertor Index.** This change pack did not generate any solution view comments. Change Management Committee will be asked, on 12th September, to vote for a solution for delivery under agenda item 4 New Change Proposals – Post Solution Review.

**Update: we will spread the net wider, particularly with I&C customers, to gain views**

**4.2. XRN4717 Use of up to date forecast weather data in first NDM nominations run –** this will be a late submission. The closeout date for this Change Pack was extended from 24th August to 11th September. Several responses have been received; the consultation process is still in progress.

**4.3. XRN4676 – Reject cyclic reads D-5 to D-1 at Shipper Transfer** – this will be a late submission. The closeout date for this change pack is 7th September.

**5. Approval of Change documents**

**5.1. XRN4354 Request for new DNO report nested CSEPs hierarchy report (CCR) for approval**

This item has been removed from the agenda.

**5.2. XRN4328 Report of IGT Meter Points where the confirming shipper is not elected shipper (CCR) for approval**

This item has been removed from the agenda.

**5.3. XRN4667 DSC Service Description Table cosmetic changes to Service Lines May 2018 (CCR) for approval**

The Change Completion Report will for this change will be presented to ChMC for approval.

**5.4. XRN4009 Billing History by all NTS capacity / commodity related Charges (Applicable dates in 2014 to Nexus implementation) CCR for approval.**

The Change Completion Report will for this change will be presented to ChMC for approval.

**5.5. XRN4110 Creation of a Service to Release Domestic Consumer Data to W’s & TPI’s (CCR) for approval**

The Change Completion Report will for this change will be presented to ChMC for approval.

**6.0 Release Approvals / Updates**

**6.1. Release 2 Update**

The Release 2 project dashboard will be presented. This is for information purposes.

**6.2 Future Release 3**

**6.2.1 Release 3 Project Dashboard and Plan**

The Release 3 project dashboard will be presented. This is for information purposes.

**6.2.2 Release 3 Market Trial Approach**

The Release 3 Market Trial Approach will be presented. This is for information purposes.

This is a late submission.

**6.3. Future Release June 2019/September 2018**

The presentation material will be a late submission.

**6.4. Change Assurance Update** – no update

**7.0 Central Switching Service (CSS)**

**7.1 September Update**

A slide deck will be presented with the latest updates with regards to the Ofgem Switching Programme including Key updates on Consequential Changes, the bid and MOD0666.

**8.0 XRN4695 – UIG Taskforce Update**

The update includes a project dashboard, plan on a page, and the current work breakdown for both the analytics and issues. This will be presented for information to keep the industry informed of progress.

**9.0 Change Logs**

**9.1 ‘Bubbling Under’ Report**

The bubbling under report highlighting potential future work for Xoserve will be presented.

**9.2 Xoserve DSC Implementation Plan**

The implementation plan will be discussed and approval sought on the changes; there are two changes for approval: Change Management Committee Important Dates 2019 and Transparency of Rolling AQ reports. EU Charging Part A was issued for information only as it has no external impacts; no representations were received. The publication of the change packs will be deferred awaiting further updates from DSG. The outage log is also updated to amend the times for the UK Link DR test. Following publication of the outage log an amendment has been made, as per the below:

Gemini and UK Link Portal- There will be a service outage to Gemini and UK Link during the following times: Sunday September 9th, 2018 - Outage 03:00 to 07:00 hours (may need contingency to 08:00am)

Activity is to upgrade the perimeter Checkpoint firewalls that provides security to Xoserve applications: Contact Management System (CMS), Gemini, PRISMA, Extended Product 1 (XP1), UK Link Network, Data Communications Company (DCC), Enhanced File Transfer (EFT) and UK Link Portal.

This is covered in the implementation plan as being Sunday August 26th, 2018 - Outage03:00 to 07:00 hours (may need contingency to 09:00am).

**9.3 Gemini Horizon Planning**

This agenda item shows a view of upcoming changes to Gemini for information purposes.

**9.4 UK Link Changes Plan on a Page**

The Committee will be shown the POAP which includes a 24 month view of change. This is for information purposes. This will be a late submission.

**10.0 Finance and General Change Budget Update**

The Finance and General budget will be discussed. We would invite Committee members to familiarise themselves with this document prior to Wednesday to enable any questions to be asked within the meeting.

**11.0 Review of outstanding actions**

All actions will be reviewed.

**12.0 Any Other Business (all for information purposes)**

**12.1 Process to initiate CP following MOD approval (Kirsty Dudley)**

This is for discussion only and there is no presentation material to present.

**12.2 XRN4740 AMR defect plan**

The presentation material will be a late submission.

**Update: will be removed from Agenda**

**12.3. IX Update**

The slides will be discussed regarding the I’X update

A thorough review of the documentation prior to the meeting enables the meeting to flow and will support the approvals process.

We hope you find this summary useful.