

UNC DSC Change Management Committee Minutes
Wednesday 07 December 2022
Via teleconference

Attendees			
Bob Fletcher (Chair)	(BF)	Joint Office	Non-Voting
Karen Visgarda	(KV)	Joint Office	Non-Voting
Shipper User Representatives (Voting)			
Clare Manning	(CM)	E. ON	Class A
Oorlagh Chapman	(OC)	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)			
Sally Hardman as Alternate for Guv Dosanjh	(SH)	Cadent	DNO Voting
Ben Mulcahy as Alternate for Tom Stuart	(BM)	Northern Gas Networks	DNO Voting
Bill Goode + Alternate for Richard Loukes	(BG)	National Grid	NTS Voting
Michelle Brown	(MB)	Energy Assets	IGT Voting
Kundai Matiringe	(KM)	BUUK	IGT Voting
CDSP Change Management Representatives (Non-Voting)			
Emma Smith	(ES)	Xoserve	
Paul Orsler	(PO)	Xoserve	
Observers/Presenters (Non-Voting)			
Angela Clarke	(AC)	Xoserve	
Claire Louise Roberts	(CLR)	ScottishPower	
Dave Addison	(DA)	Xoserve	
Dave Newman	(DN)	Xoserve	
Dave Turpin	(DT)	Xoserve	
James Barlow	(JB)	Xoserve	
Jane Goodes	(JG)	Xoserve	
Jo Williams	(JW)	Xoserve	
Kate Lancaster	(KL)	Xoserve	
Megan Troth	(MT)	Xoserve	
Molly Haley	(MH)	Xoserve	
Peter Hopkins	(PH)	Xoserve	
Rachel Addison	(RA)	Xoserve	
Rachel Taggart	(RT)	Xoserve	
Rob Westwood	(RW)	Xoserve	
Simon Harris	(SHa)	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/071222>

1. Introduction

Bob Fletcher (BF) welcomed all to the meeting and confirmed the meeting was quorate.

1.1. Apologies for absence

Richard Loukes, National Grid
Tom Stuart, Wales & West Utilities
Guv Dosanjh, Cadent

1.2. Alternates

Bill Goode for Richard Loukes
Ben Mulcahy for Tom Stuart
Sally Hardman for Guv Dosanjh

1.3. Confirm Voting rights

BF confirmed the voting rights 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		
Sally Hardman (Alternate for Guv Dosanjh)	DNO	1 vote
Ben Mulcahy (Alternate for Tom Stuart)	DNO	1 vote
Bill Goode + Alternate for Richard Loukes	NTS	2 votes
Michelle Brown	IGT	1 vote
Kundai Matiringe	IGT	1 vote

1.4. Approval of Late Papers

Bob Fletcher (BF) said that one late paper had been received in relation to the Energy Price Guarantee (EPG) scheme within Section 4 below. All agreed to accept it.

1.5. Approval of Minutes (09 November 2022)

Ben Mulcahy (BM) noted on one of the voting tables, in relation to the way the word 'alternate' had been captured was incorrect. BF said this would be addressed and the minutes republished.

The minutes of the previous meeting were then subsequently 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 still working her way through the Change Management and Charging Methodology documents and that these would be circulated prior to the Christmas Break for review. The action was carried forward. **Carried Forward**

Action 1101: Xoserve (PO) to investigate the 'go, no go' aspect of the technical solution for the H100 project, regarding impact on the February 23 Release.

Update: Paul Orsler (PO) noted that now Ofgem had made a decision on Modification 0799 - UNC arrangements for the H100 Fife project (100% hydrogen), Xoserve were now progressing with the solution for February 2023 and that discussions were taking place with SGN and the Shippers to prepare for the project.

Lisa Saycell (LS) noted the time it had taken for Ofgem to make a decision and the impacts this type of decision-making delays cause the industry. BF said that the UNC Panel did keep a watching brief on the decision timelines and this topic is discussed at Panel on a regular basis.

Paul Orsler (PO) also stated that from a technical design perspective that Xoserve do try to incorporate the potential decisions into the scope. LS said that is helpful, but it did not account for the regret spend when the money had already been previously allocated and then the decision was not in favour of the proposal.

Sally Hardman (SH) concurred with this comment, especially when Ofgem approve a decision right up to the proposed implementation date, which then impacts on the DSC ChMC when asked for approval to include the solution in a planned release and this was then at the 11th hour. BF said that implementation timescales and lead times is included within the Modification process although it is rarely utilised, and this may not run in parallel to the DSC decision making process. The Action was then closed. **Closed.**

Action 1102: Joint Office (RH) to write to Ofgem to highlight the effect of protracted decision making for Modification 0799 - *UNC arrangements for the H100 Fife project (100% hydrogen)*.

Update: BF confirmed that RH had written to Ofgem with relation to the decision-making timeline for Modification 0799 - UNC arrangements for the H100 Fife project (100% hydrogen). The Action was then closed. **Closed**

2. DSC Change Budget Update & Horizon Planning

2.1. Change Budget Update BP22 YTD

Jane Goodes (JG) provided an overview of the Change Budget and noted the committed/non committed spend to date, stating these figures did not encompass the Energy Price Guarantee (EPG) scheme costs, which were addressed within the BER XRN5565 below in Section 4. JG also noted the Shippers increased figure of £11k and the DNOs increased figure of £186k.

For full details please refer to the published presentation.

2.2. Change Pipeline

Paul Orsler (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.

Oorlagh Chapman (OC) said in the relation to the Change Backlog Tables, if a separate column could be included to denote if this was a regulatory or DSC only proposed change. PO confirmed that this area would be included for the January 2023 update.

There was no further discussion.

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

2.3. REC Change

Molly Haley (MH) and Simon Harris (SHa) provided an overview of the latest REC Change status and noted the progress with the Change journey. MH drew attention to the 'in progress' and under prioritisation review areas and added that the Electricity related changes were also be monitored from a visibility perspective.

LS requested if the implementation dates could also be added to the in progress table, and Simon Harris agreed to have this information included for the January meeting.

New Action 1201: Xoserve (SHa) to include the Implementation Dates into the 'in progress' REC Change tables to provide greater clarity.
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For the detailed update, please refer to the published slides.

3. Capture

3.1. New Change Proposals – Internal Review

3.1.1. XRN5579 Regulatory Change 2022 – For Approval

Bill Goode (BG) and Rachel Addison (RA) explained that National Grid Gas Transmission and Metering had introduced a new agile way of working known as SAFe. BG noted the Gemini system development had moved to this new framework and a faster governance process was now required to be able to submit work to the programme backlog, ready for planning in future Programme Increments (PIs).

RA noted that currently there was only one Change Proposal (CP) in the Gemini Regulatory programme (CP5455) - Gemini Autumn Release 22. Work on this was due for completion in November 2022. Once it has been confirmed as completed there will be no active Change Proposal for this area.

The intention is for an umbrella Change proposal to be created for the remainder of FY22/23, under which CVs can be submitted to accommodate changes to UNC and other regulatory work as required.

There was no further discussion

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

National Grid NTS were asked to support the Change Proposal **XRN5579** proceeding into the Capture phase.

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

Voting Outcome:		
Transporters Representatives	Voting Count	For/Against
Bill Goode + Alternate for Richard Loukes	2	For
Total	2	For

New Change Proposal – For Information

3.1.2. XRN5595 – Changes to the REC Switching Operator Outrage Notification Lead Time

Simon Harris (SHa) explained within the Switching Operator Service Definition document, the Central Switching Service (CSS) Provider (DCC) is required to provide 10 Working Days' (WDs) notice of planned system outages. However, within the CSS Provider's processes and the Switching Operator Change Management Process Category 3 document, an 8 WD lead time is set out. This change seeks to address this discrepancy and align the code documentation.

SHa noted the approved Solution that has been agreed under the REC is Solution Option 1, which sought to amend the notice period from 10WD to 8WD within the Switching Operator Service Definition document. As a result of this, the CDSP, as a Switching Data Service Provider, needs to amend processes surrounding interactions with the CSS Provider to ensure this is reflected.

Note: This will be implemented in line with the February 23 Release.

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

There was no further discussion.

3.1.3. XRN5597 – Amendments to V27 of the Service Description Table – For Information

Angela Clarke (AC) explained that the CP was to seek approval at the DSC Contract Management Committee (CoMC) on 14 December 2022, for the removal of the following temporary service line (introduced under XRN5452 which was approved at CoMC in November 2021): -

- Temporary community access to pre-COVID AQ values for Shippers – Service Expiry as of 01 November 2022 DSC ref: - DS-NCS-SA2-01
- In addition, following consultation at a recent DN Constituency meeting it is proposed to remove the ASGT-CS-SA5-08 service line as it is no longer relevant.

Solution Review – For Approval

3.1.4. XRN5482 – Replacement of reads associated to meter asset technical details change or update (RGMA)

James Barlow (JB) advised this change had been raised to investigate and develop the mechanism for Shipper Users to be able to replace a RGMA related read, actual or estimated, where that read is for a read date within their period of ownership.

JB explained it is expected that any processes being proposed would align to the existing Updated Meter Read process, which currently allows Shipper Users to update any read within their period of ownership, on or after the Code Cut Off Date (Line In the Sand (LIS), not created as a result of an RGMA transaction. All Updated Meter Reads should continue to be subject to defined validations.

Ben Mulcahy (BM) questioned the funding split as this had not been explicitly defined in the November Change Pack, and he did not agree that the DNOs should be funding this cost. SH concurred with BM’s comments and noted there were no implementation costs or ongoing costs.

PO said that Xoserve no longer made assumptions on the funding splits as this had proved an issue in the past, and this was specifically in relation to Service Area 4 and that he was not aware of any revised funding split. LS said that she had not been able to find any details on this XRN within the Change Pack or on the Xoserve website.

A lengthy general discussion took place and Emma Smith, (ES) reiterated that this CP had been discussed over several months and that it had followed process. Oorlagh Chapman (OC) felt the DNOs did have a benefit, as the data would be more accurate and therefore the existing funding split is appropriate.

BM said as it was not clearly defined within the November Change Pack, the DNOs were not aware they had any involvement, this was why he and other DNOs would not have commented previously. ES said that future the Change Packs would define who the affected parties were, together with the impacted parties from a funding split perspective.

New Action 1202: Xoserve (ES) to encompass the affected parties and impacted parties from a funding split perspective into the Change Packs from January 2023.

There was no further discussion.

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

Shippers and DNOs were asked to support the High-Level solution Change Proposal **XRN5482** 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
Ben Mulcahy Alternate for Tom Stuart	1	For
Total	2	For

Shipper and DNOs were asked to approve the funding proposal based on the current service line for Change Proposal XRN5482.

The vote was taken with 5 votes in favour and 3 against; a majority vote in favour, approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	Against
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	5	For
Transporters Representatives	Voting Count	For/Against
Sally Hardman Alternate for Guv Dosanjh	1	Against
Ben Mulcahy Alternate for Tom Stuart	1	Against
Total	2	Against

4. Design & Delivery – For Approval

4.1. Detailed Design Change Packs – For Approval

4.1.1. XRN5541 – Amendment to the UIG Additional National Data Reporting

James Barlow (JB) explained the Change Proposal was seeking to amend the existing version of the UIG Additional National Data report, to provide the requested aggregate energy values for each of the four respective End User Category Sub-Bands, as detailed below:

- Non-Prepayment/Domestic
- Prepayment/Domestic
- Non-Prepayment I&C
- Prepayment I&C

JB noted the changes to the UIG Additional National Data report to include energy by Class and by EUC sub band could be delivered as an additional data tab as opposed to changes to existing tabs.

For clarity, the End User Category Sub-Bands are applicable to EUC01 and EUC02 only.

There was no further discussion.

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

Shippers were asked to support the Change Proposal **XRN5541** 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

4.1.2. CMS Rebuild – Standard of Service Query Management – Revised Change Pack

Jo Williams (JW) and James Barlow (JB) introduced the CP and explained it was seeking to amend the existing current CMS system and noted this would be rebuilt (the scope being the same contact codes as current CMS with the addition of a new contact code for Supplier theft (SUT).

JW stated the new solution would consider customer pain points and reduce customer effort where possible. The system solution would be built, funded, and owned by Correla and charged to Xoserve through subscription charges, therefore eliminating the need for DSC customers to source upfront investment funding.

JW confirmed she would re-issue the November Change Pack to add that the reports will drop away, however they will still be available on the CMS for sense check purposes.

There was no further discussion.

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

Shippers, DNOs, NTS and IGTs were asked to support the Change Proposal **CMS Rebuild** 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
Ben Mulcahy Alternate for Tom Stuart	1	For
Bill Goode + Alternate for Richard Loukes	2	For
Michelle Brown	1	For
Kundai Matiringe	1	For
Total	6	For

4.1.3. XRN5298 H100 Fife Project Phase 1

Simon Harris (SHa) introduced the CP and explained it was in relation to the SGN’s strategic ambition towards Net Zero, which included a network innovation, ‘proof of concept’, project; H100 Fife. SHa noted this project would see SGN injecting 100% hydrogen into a new, purpose-built network which would be in parallel to the existing natural gas network. The H100 Fife Project is of national and strategic importance to demonstrate a capability to meet the UK Net Zero target ambitions.

Sally Hardman (SH) noted SGN’s current plan anticipates H100 customers will commence offtaking hydrogen in Q3 or Q4 of 2024, and not as previously stated in Q2 2023. OC said she would like to have regular updates in writing on this topic, either weekly or monthly to understand what customers are on Centrica’s portfolio. SH said she would be speaking to the SGN Project Team to get these communications scheduled.

LS wanted some clarity in relation to the Rough Order of Magnitude (ROM) for the Hydrogen Village Project, as to whether the H100 project would go live prior to the Hydrogen Village, or vice versa. PO and SH said this was a good question and LS confirmed that SEFE would be sending a proposal to Xoserve to explore if these two projects could be amalgamated at a later date.

SHa noted that Xoserve is to collaborate with SGN to assess the UK-Link systems and process impacts and develop high-level solution options.

There was no further discussion.

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

Shippers and Distribution Network Operators (DNOs) were asked to support the Change Proposal **XRN5298** proceeding into the Detailed Design phase.

The vote was taken, 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
Ben Mulcahy Alternate for Tom Stuart	1	For
Total	2	For

4.1.4. Description correction within the S15 Record

Megan Troth (MT) introduced the CP and explained there was an error in the S15 record which was as administrative change only. MT noted she was seeking approval to set the change as live.

There was no further discussion.

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

Shippers 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

4.1.5. XRN5573 - Part A - Updates to the Priority Consumer process (as designated by the Secretary of State for Business, Energy, and Industrial Strategy - BEIS) – Urgent – For Information

SHa introduced the CP and confirmed the 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.

SHa then overviewed the categories and details as below:

Currently there are two categories of Priority Consumers:

- *Category A - Institutions providing care for those to be at risk through age, sickness, or infirmity e.g., hospitals, convalescent and nursing homes, homes for the elderly or disabled, where gas is the sole means of heating and not on an interruptible contract. Also, non-domestic consumers providing emergency services, who need to continue to use gas to ensure the safety of human life, where the gas supply is not supplied under an interruptible contract, and where no alternative fuel supply is available.*

- *Category C - Consumers without an alternative fuel source, who use in the course of their business, major items of plant - defined as plant with a capital replacement value exceeding £50 million, which would be severely damaged without a safe run-down period.*

BEIS Secretary of State has issued a letter of direction to the gas transporters to base their priority lists on the following classes of relevant customers:

- *Category A: Relevant customers where a failure in the supply to their premises could put lives at risk.*
- *Category B: Relevant customers for which the sudden loss of gas causes or threatens to cause serious damage, for an unacceptably prolonged period, to human welfare, the environment or the security of the United Kingdom that cannot be reasonably mitigated.*
- *Category C: Relevant customers taking over 2 million therms per annum for which the sudden loss of gas would result in repair or replacement costs amounting to 10% or more of the Site Fixed Tangible Asset Value.*

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.

Due to the urgency of this change in Priority Consumer criteria, and the introduction of a new category that involves system changes, it has been seen as prudent to split XRN5573 into two parts:

Part A – Interim manual process for handling the introduction of Category B requests, amending the Proforma for requesting Priority Consumer Sites to reflect the category changes and increasing visibility of the process to industry participants. – Implemented October 2022.

Part B – Amending the Supply Point Register to accept Category B as an allowable value (including file format amendments for industry consumption) and ensure these values are automatically visible in line with Category A & C. Implementation Date TBC

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

4.1.6. Amendments to DSC Budget and Charging Methodology v5 CDSP Service Description V5 – For Information

Angela Clark (AC) introduced the CP and noted there was a need for clarity (which was going to be sought at the DSC Contract Management Committee on 14 December 2022).

AC stated that if these services are mandated by the UNC and are provided to all Shippers or GDNs as seems to be case, with the services described, then why are they not Direct Services – Code Services.

AC noted if they are not Code Services, and Xoserve would argue that the FWACV service is not a Code Service as it is provided to fulfil the obligations on GTs of the Gas (calculation of) Thermal Energy Regulations, then they are Direct Services – non-Code Services.

AC advised if a new Service Area that provides for 100% DN funding is required, then this can be created within the existing categories of Services. If a new Shipper Service Area is required for CSS Services, then this can be likewise accommodated within the existing categories of Services.

AC stated the concept of Mandatory Specific Services could be used for the new service line introduced by the UNC Modification 0710 under which the CDSP will provide Class 1 read services to Shippers with a Class 1 Supply Point, but that justification is not part of this change proposal.

Regarding the legal text Xoserve suggest that, if implemented, a proposed new clause should have “by a Customer” added as shown below for clarity.

There was no further discussion.

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

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

4.2.1. BER for XRN5579 Regulatory Change FY22

Bill Goode (BG) and Rachel Addison (RA) introduced the BER and noted as detailed below:

National Grid have moved to a new agile way of working known as SAFe Agile. This framework includes Gemini system development and so now requires a faster and more flexible governance process. BG noted that as a consequence, National Grid have raised this umbrella Change Proposal intended to cover any changes raised by the National Grid Regulatory Change programme, these changes will have to be initiated during the remainder of FY22/23.

BG state the approval of this BER will reserve £1.18m of the Gemini Regulatory budget within BP22. Where a change is identified, a Change Variation will be raised under this BER, and the relevant funds allocated from the approved reserve of £1.18m. This change will also better align the governance / sanction processes between National Grid and Correla

This BER is time limited to deliver change that is to be initiated within FY22/23. It is recognised that delivery of the changes may continue into FY23/24, and that separate approval will be sought for 23/24 related costs.

There was no further discussion.

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

National Grid Transmission (NTS) were asked to approve the BER.

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

Voting Outcome:		
Transporters Representatives	Voting Count	For/Against
Bill Goode + Alternate for Richard Loukes	2	For
Total	2	For

4.2.2. BER for XRN5565 Appointment of CDSP as the Scheme Administrator for the Energy Price Guarantee (EPG) for Domestic Gas Consumers (Gas) (UNC0824)

Dave Turpin (DT) introduced the CP and advised of the following:

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 to be implemented by 01 October 2022.

Modification 0824 - (Urgent) - Appointment of CDSP as the Scheme Administrator for the Energy Price Guarantee (EPG) for Domestic Gas Consumers (Gas), confirms the role of the CDSP as the Scheme Administrator for the EPG (Gas) and gives them the relevant powers to make changes under the DSC in order to facilitate implementation and administration of this Scheme, from 01 October 2022, in line with the Government direction.

This CP seeks to design, build, and implement the relevant functionality and processes in order for the CDSP to fulfil its role as the Scheme Administrator.

Activities covered by this BER include:

- Full costs to design, build and implement the Gas EPG solution.
- First 6-months of MTB costs for Xoserve and Correla resources to run the scheme on a weekly basis so that gas suppliers eligible for support payments under the government’s EPG scheme receive such payments. Costs for the remaining duration of the scheme (i.e., 14-months of gas reconciliation) will be covered within Xoserve’s Business Plan for 23/24 and 24/25.

BER Costs

XRN Ref	HLSO	Design	Build	Test (inc Market Trials & Dual Run)	Imp / PIS	1st Year MTB	Risk Margin	BER Delivery Total	Shipper (domestic only) %
XRN5565 Appointment of CDSP as the Scheme Administrator for Domestic EPG scheme	£0	£0	£0	£0	£362,071.56	£422,867.24	£15,061.20	£800,000.00	100%

A brief general discussion took place, and it was agreed the most practical solution regarding reconciliation was to undertake this process at the end of the financial year. All agreed with this proposal.

There was no further discussion.

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

Shippers were asked to approve the BER.

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

4.2.3. CCR for XRN5529 UNC Derogation process – Modification 0800 - Introducing the concept of a derogation framework into Uniform Network Code (UNC) (Authority Direction)

Simon Harris (SHa) introduced the CCR and advised of the following:

UNC Modification 0800 - Introducing the concept of a derogation framework into Uniform Network Code (UNC), was raised to introduce a framework for derogation as a concept in the UNC, defining when and how these can be requested (Use Cases), as well as the process around consideration and approval or rejection of derogation requests. Also includes a Use Case for ‘Net Zero Innovation’ including the parameters, and evidence required.

Modification 0800 was approved by Ofgem on 30 May 2022 and was implemented on 01 October 2022.

DSC Change Proposal XRN5529 was raised to support Modification 0800 and to ensure the CDSP had a process in place to receive, handle and manage derogation requests which require impact assessment.

Agreed Next Steps

- This is a process and governance change - no technical changes have been identified for customers

- *Any future changes that look to use the derogation process will follow the normal change process and be impact assessed*

There was no further discussion.

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

Shippers, DNOs, NTS and IGTs were asked to approve the closure of the CCR.

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
Ben Mulcahy Alternate for Tom Stuart	1	For
Bill Goode + Alternate for Richard Loukes	2	For
Michelle Brown	1	For
Kundai Matiringe	1	For
Total	6	For

4.3. Project Update

4.3.1. February 2023 Release

Peter Hopkins (PH) provided the following summary as detailed below:

Overall release is tracking on target; Green, UK Link system testing phase completed on 28/10 as per plan. Completed user acceptance testing phase 08/12, with regression testing prep in progress and test execution commencing on 12/12

Progress update:

- *UK Link system testing completed on 28/10*
- *DDP build for XRN4990 in progress, delivery on track to complete by 20/01*
- *User acceptance testing on track to complete 08/12*
- *Regression testing preparation in progress, test case execution to commence on 12/12*

There was no further discussion.

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

4.3.2. March 2023 Ad hoc Release

Peter Hopkins (PH) provided the following summary as detailed below:

Overall release is tracking at risk; Amber, Design phase continues for all three XRNs scoped for this release. Build due to commence from 28th November for 5379 and 5472 but this is at risk due to status of design. Return to green is completion of design as planned and approved detailed project plan for delivery including touchpoints with DM and NDM service providers.

Progress update:

- *Workshops to aide understanding of the changes, in lieu of design completion taking place*
- *Commenced engagement with the DM service provider for 5379*

- *Project in start-up and initiation phase including development of detailed project plan and project artefacts*

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

4.3.3. XRN5231 – Provision of a FWACV Service

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

Overall RAG status is tracking at Green as the FWACV service went live 1st September and monitoring and tracking of the service will continue for the remainder of PIS.

- *Cutover and Transition plan presented to Project Focus Group on 12 July*
- *BER was approved at Change Management Committee on 13 July*
- *Successfully delivered the awareness session to DN's, positive feedback was obtained all round 27 July*
- *Dual Run/ Market Trials completed on 11 August*
- *Updated Design Change Pack Baselined and new version published to project stakeholders 17th August*
- *FWACV service went live on 01 September*
- *PIS commenced on the 01 September and till 28 October*
- *Completed handover to BAU 28 October*

Next Steps:

- *Commence Closedown activities and documentation*
- *The CP for FWACV 2 was presented at last month's CHMC, scope and requirements will now be progressed with the DNs*

There was no further discussion.

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

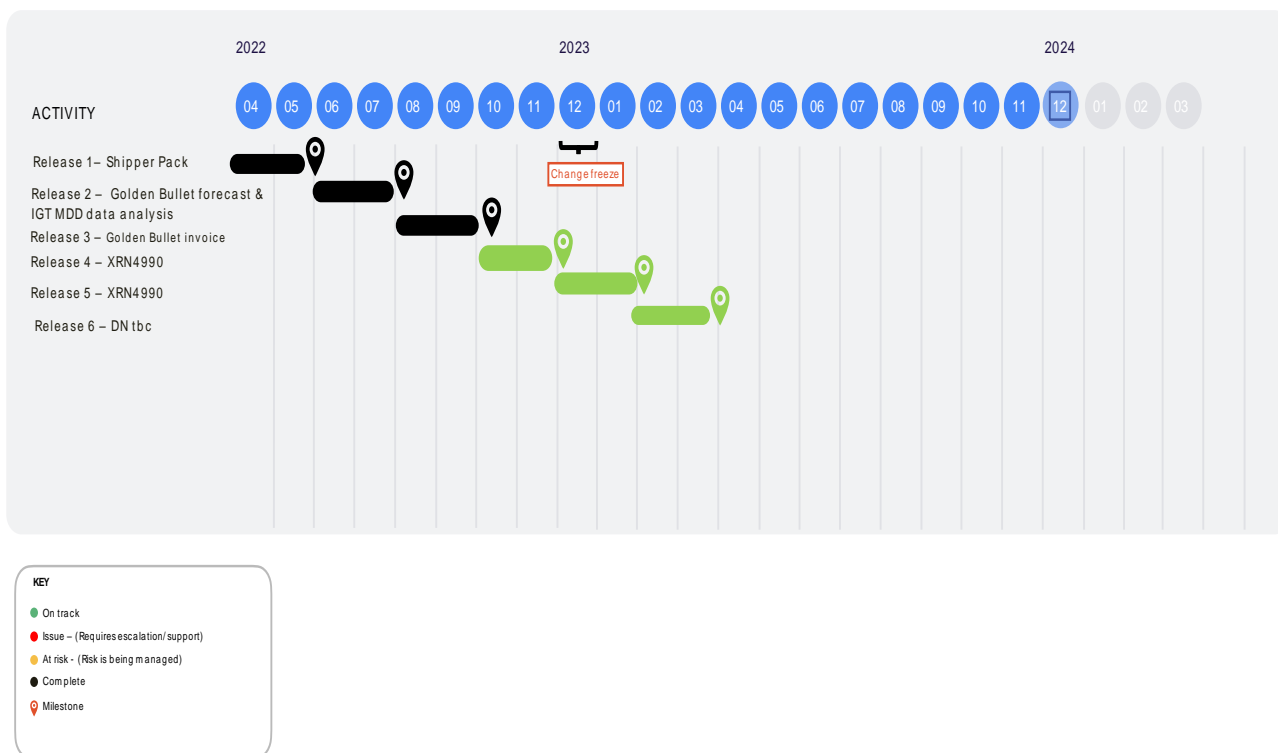
4.3.4. NG Horizon Plan

Rachel Addison (RA) provided an updated National Grid Transmission Change Horizon Plan. All work was on track, with no red areas and no material changes since the last update.

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:



There was no further discussion.

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

5. Non-DSC Change Budget Impacting Programmes

5.1. CMS Rebuild Update

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

- *JW was pleased to confirm that the Duplicates (DUP) and Set to Extinct Process (STE) would be going live on 12 December 2022, this is subject to a Go No Go meeting on the 07 December 2022, JW did not envisage any issues with Go Live.*
- *On launch date the new user emails will be issued from 09:30 to prevent email server disruption. There will be User Support sessions, which will be a daily occurrence for the first week where users can dial in and raise any questions they may have. Further information can be found on the following slide for December's activities.*
- *Xoserve are confirming launch dates for Q1 2023, and an update will be provided in January's ChMC.*
- *Xoserve will provide an update as soon as we know when the relevant REC change is due to be 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 webpages and CMS page have both been updated to reflect the Launch activities, FAQs, and training materials – the latter will be completed W/C 05 December*
- <https://www.xoserve.com/products-services/data-products/contact-management-service-cms/cms-rebuild/>
- <https://www.xoserve.com/products-services/data-products/contact-management-service-cms/>

- *The Link to the training material is on both pages, however for reference it can be accessed using this link, please note that the training materials will be updated in the week commencing 5th December:
<https://rise.articulate.com/share/dgQzl3ax38sN6oVrNCenQW1RKMFHStYO#/>*
- *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, please note the agenda for the Focus Groups will be issued 7 days prior to the session.*

There was no further discussion.

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

6. Any Other Business

6.1. REC Update: Late Gate Closure Messages and Missing Messages

Dave Addison (DA) provided an update on the latest volume of missing messages. He described the proposed solution is to update any Registrations from missed messages from CSS into UK Link with a prospective effective date.

DA outlined the proposal to provide a report to the Incoming Shipper (i.e. the Shipper that should have been the Registered User had the CSS Message been received) to provide any updates that had taken place against the Supply Meter Point after the CSS Registration Effective Date but before the UK Link Registration Effective Date. This also included any rejected messages from the Incoming Shipper after the CSS Registration Effective Date, noting that the CDSP would only flag that Consumer Contact details had been rejected but not the content of this message.

DA also noted the proposal for Incoming Shippers to resend the Base Registration Nomination – as the BRN may have lapsed, or the BRN originally received may no longer be valid for other reasons (e.g., being outside of the Capacity Reduction Window).

DA highlighted that the proposal is to focus on recording the Registrations on UK Link as soon as possible. He outlined that the CDSP is proposing a two-phase approach. The first being the Registration, and the second phase assessing the need for adjustments and potentially inserting a Meter Reading on the CSS Registration Effective Date.

DA agreed to present this information to DSG to obtain any further views from DSC Customers. DA invited any parties to contact him to discuss any of the matters raised directly via: david.addison@xoserve.com

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

6.2. Extra May Bank Holiday

DA noted that as the Coronation Bank Holiday weekend has been confirmed, the King Charles III 08 May 2023, Coronation date has now been inserted into UK Link and this will subsequently be published.

6.3. Project 1Stop Part 2

MT provided a high-level summary of the status of Project 1Stop Part 2, as detailed below:

What has been delivered to date:

For part 1 of Project 1Stop, three User Stories were initially prioritised and delivered which included:

- *Consistent UKL Release Information across the website*
- *An up to date and accurate change register that is simple and easy to use*

- *Overhaul of the Change Proposal webpages with a breakdown of individual change documentation*

Part 2:

Xoserve have now aimed to deliver the remaining user stories for the final iteration of this project (full details on the following slides):

As a new customer working on DSC and Investment change, I would like to be given an overview of the change process in order to give me a further understanding of how change works in Xoserve

As a customer I want to be able to provide and update industry responses before final submission so that I can ensure I seek opinion from impacted teams within my organisation and give a single rounded response

Next steps:

Changes above will be delivered in January 2023. An email communication will go out to customers once the date for implementation has been confirmed.

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

6.4. December Change pack consultation period

Rachel Taggart (RT) thanked the Committee members to agreeing to the late submission of material for the January meeting, likewise she sought approval for the Solution Review Change Pack to be issue around the May Bank Holiday with the pre-set 'as is' timelines and all were agreed this was acceptable.

6.5. June 2023 Release

LS requested some clarification with regards to the June 2023 Release – XRN5482, as she said the scope had been approved in June 2022 with the BER in November 2022, but she was not clear if the scope was included for the June 2023 Release.

PO explained this was optional for Shippers to include this item in June release and consider the potential impacts their own timeline/delivery, not necessary within the 6 months, it could be implemented in June or November, depending on what suited the Shippers timeline best. PO said that the existing system could still be used. PO advised that an update would be provided in January 2023.

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 11 January 2023	5pm on Tuesday 03 January 2023	Microsoft Teams	Standard Agenda
10:00 Wednesday 08 February 2023	5pm on Tuesday 31 January 2023	Microsoft Teams	Standard Agenda
10:00 Wednesday 08 March 2023	5pm on Tuesday 28 February 2023	Microsoft Teams	Standard Agenda
10:00 Wednesday 12 April 2023	5pm on Tuesday 04 April 2023	Microsoft Teams	Standard Agenda

10:00 Wednesday 10 May 2023	5pm on Tuesday 02 May 2023	Microsoft Teams	Standard Agenda
10:00 Wednesday 07 June 2023	5pm on Tuesday 30 May 2023	Microsoft Teams	Standard Agenda
10:00 Wednesday 12 July 2023	5pm on Tuesday 04 July 2023	Microsoft Teams	Standard Agenda
10:00 Wednesday 09 August 2023	5pm Tuesday 01 August 2023	Microsoft Teams	Standard Agenda
10:00 Wednesday 13 September 2023	5pm Tuesday 05 September 2023	Microsoft Teams	Standard Agenda
10:00 Wednesday 11 October 2023	5pm Tuesday 03 October 2023	Microsoft Teams	Standard Agenda
10:00 Wednesday 08 November 2023	5pm Tuesday 31 October 2023	Microsoft Teams	Standard Agenda
10:00 Wednesday 13 December 2023	5pm on Tuesday 05 December 2023	Microsoft Teams	Standard Agenda

Action Table (as of 07 December 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
1101	09/11/22	2.2	Xoserve (PO) to investigate the 'go, no go' aspect of the technical solution for the H100 project, regarding impact on the February 23 Release.	Xoserve (PO)	Closed
1102	09/11/22	4.3.1.	Joint Office (RH) to write to Ofgem to highlight the effect of protracted decision making for Modification 0799 - UNC arrangements for the H100 Fife project (100% hydrogen).	Joint Office (RH)	Closed
1201	14/12/22	2.3	Xoserve (SHa) to include the Implementation Dates into the 'in progress' REC Change tables to provide greater clarity.	Xoserve (SHa)	Pending
1202	14/12/22	3.1.4	Xoserve (ES) to encompass the affected parties and impacted parties from a funding split perspective into the Change Packs from January 2023.	Xoserve (ES)	Pending