

UNC DSC Change Management Committee Minutes
Wednesday 08 June 2022
Via teleconference

Attendees			
Bob Fletcher (Chair)	(BF)	Joint Office	Non-Voting
Helen Bennett (Secretary)	(HB)	Joint Office	Non-Voting
Shipper User Representatives (Voting)			
Claire Louise Roberts	(CLR)	Scottish Power	Class A Voting + Class C Voting
Oorlagh Chapman	(CM)	Centrica	Class A Voting
Lisa Saycell	(LS)	Gazprom Energy	Class B Voting
Ross Easton	(RE)	Total Gas & Power	Class B Voting + Class C Voting
Transporter Representatives (Voting)			
Guv Dosanjh	(GD)	Cadent	DNO Voting
Tom Stuart	(TS)	Wales & West Utilities	DNO Voting
Bill Goode + Alternate for Richard Loukes	(BG)	National Grid	NTS Voting
Heather Ward	(HW)	Energy Assets	IGT Voting
Kundai Matiringe	(KM)	BUUK	IGT Voting
CDSP Change Management Representatives (Non-Voting)			
Paul Orsler	(PO)	Xoserve	
James Rigby	(JR)	Xoserve	
Observers/Presenters (Non-Voting)			
Andy Clasper	(AC)	Cadent	
Clare Manning	(CM)	EON	
David Addison	(DA)	Xoserve	
Hannah Reddy	(HR)	Correla on behalf of Xoserve	
James Barlow	(JB)	Xoserve	
Mark Jones	(MJ)	SSE	
Michael Payley	(PM)	Xoserve	
Peter Hopkins	(PH)	Xoserve	
Rachel Addison	(RA)	Xoserve	
Rachel Taggart	(RT)	Xoserve	
Sally Hardman	(SH)	SGN	
Simon Harris	(Sha)	Xoserve	
Steve Pownall	(SP)	Xoserve	
Tracy O'Connor	(TOC)	Correla on behalf of Xoserve	
Copies of all papers are available at: http://www.gasgovernance.co.uk/dsc-change/080622			

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 NTS

1.2. Alternates

Bill Goode for Richard Loukes

1.3. Confirm Voting rights

BF confirmed the voting rights as detailed below:

Representative	Classification	Vote Count
Shipper		
Claire Louise Roberts	Shipper Class A & C	2 votes
Oorlagh Chapman	Shipper Class A	1 vote
Lisa Saycell	Shipper Class B	1 vote
Ross Easton	Shipper Class B & C	2 votes
Transporter		
Guv Dosanjh	DNO	1 vote
Tom Stuart	DNO	1 vote
Bill Goode + Alternate for Richard Loukes	NTS	2 votes
Heather Ward	IGT	1 vote
Kundai Matiringe	IGT	1 vote

1.4. Approval of Minutes (11 May 2022)

The minutes of the previous meeting were approved.

1.5. Review of Outstanding Actions

Action 0105: Change Pipeline - Xoserve (PO) to review how the Change Pipeline information is presented/delivered going forward.

Update: Paul Orsler (PO) confirmed he is working with the Delivery Team and will provide a Delivery Road Map at the July 2022 meeting. **Carried forward.**

2. DSC Change Budget Update & Horizon Planning

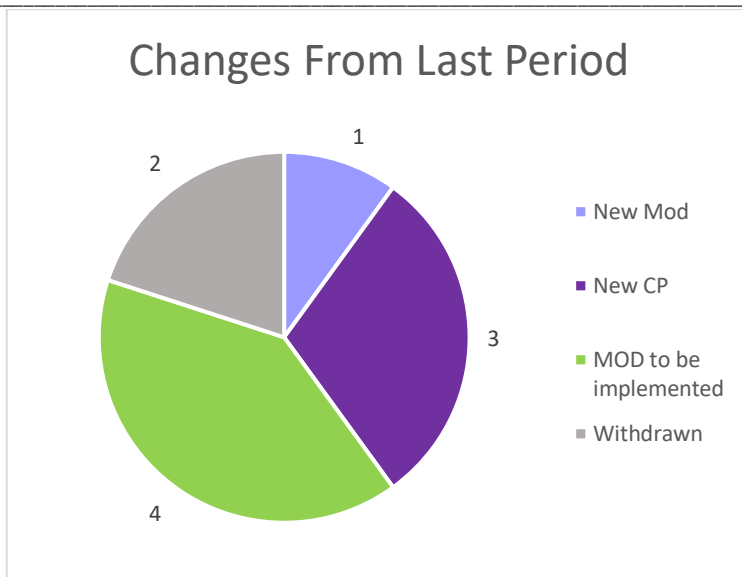
2.1. Change Budget Update

Rachel Taggart (RT) advised the Budget v Committed Spend BP22 has been updated to now show BP22.

The updated document is shown in the published slides on the meeting page.

2.2. Change Pipeline

RT presented the Change Development and Delivery Pipeline which provides a breakdown of the changes that are in development from last period and confirmed work is ongoing to provide a Change Delivery Road Map at future meetings (see Action 0105 update.):



A view of the 2021-2022 DSC Change / MiR Pipeline was also shown, this tracks the Minor Release; Major Release; Standalone Changes; Gemini and Non-DSC Changes and shows what stage each Release is at.

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

3. Capture

3.1. New Change Proposals – Initial Review – For Approval

3.1.1 XRN5515 - HyDeploy close down (links to XRN5014)

Simon Harris (SHa) provided an update to XRN5515 and advised this Change was raised to support the HyDeploy live pilot, to set the AQ backstops and ensure they are protected and maintained.

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

DNO and Shipper Representatives were asked to support the Change Proposal proceeding into the Capture phase. The vote was taken by exception and unanimous approval was recorded.

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Claire Louise Roberts	2	For
Oorlagh Chapman	1	For
Lisa Saycell	1	For
Ross Easton	2	For
Total	6	For
DNO Representatives	Voting Count	For/Against
Guv Dosanjh	1	For
Tom Stuart	1	For
Total	2	For

3.1.2 XRN5517 - Hydrogen checker website

SHa advised that XRN5517 has been raised to provide options for website design so that End-Consumers can check if there are any hydrogen trials in their area.

Clare Manning (CM) asked if there was an opportunity to also enable Shippers and Suppliers to utilise the website as well as End-Consumers.

SHa advised the scope is currently for End-Consumers, but there will be the ability for Shippers and Suppliers to view the Hydrogen flagged sites.

PO suggested the availability of a heat map of some description to see all Hydrogen sites.

When Claire Louise Roberts (CLR) asked how the new website will be communicated, SH clarified that will be considered during the Capture phase. PO added that this is a BEIS and Ofgem initiative who will be involved to help roll the message out to End-Consumers.

XRN5298 H100 Fife Project and other similar network innovation projects will be utilised to identify the best approach.

Heather Ward (HW) requested that IGT's are also included in the access availability for the website.

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

DNO Representatives were asked to support the Change Proposal proceeding into the Capture phase. The vote was taken by exception and unanimous approval was recorded.

DNO Representatives	Voting Count	For/Against
Guv Dosanjh	1	For
Tom Stuart	1	For
Total	2	For

3.1.3 XRN5455 - Implementation of Entry Capacity Assignments Process (UNC0779/779A)

Hannah Reddy (HR) provided an update and clarified that *Modification 0779/A – Introduction of Entry Capacity Assignments*, is currently with Ofgem for a decision. This Change Proposal was raised with the potential for delivering this year (2022) and is dependent on the Ofgem decision.

Bill Goode (BG) advised Ofgem have published an indicative decision date of November 2022 which is later than expected.

PO confirmed that once Ofgem provide their decision the Change Pack will be issued.

HR also confirmed that if a decision is not expected until November 2022, it is highly likely the project will require a replan for a future release date.

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

Shipper Representatives and National Grid NTS were asked to support the Change Proposal proceeding into the Capture phase. The vote was taken by exception and a unanimous approval was recorded.

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Claire Louise Roberts	2	For
Oorlagh Chapman	1	For
Lisa Saycell	1	For
Ross Easton	2	For
Total	6	For
Transporter Representatives	Voting Count	For/Against

Bill Goode + Alternate for Richard Loukes	2	For
Total	2	For

3.1.4 XRN5316 – Rejecting a replacement read with a pre-line in the sand (LIS) read date

James Barlow (JB) explained that A new Line in the Sand (LIS) date is set each year, estimated reads are generated for the new LIS date where no reading(s) exist for 3 years prior to the new LIS date and no reading exists after this date.

JB advised this change seeks to reject replacement Meter Reads, using an existing rejection code, provided by either the DMSP or Shipper User where the read date is prior to the current LIS date. 35,000 reads have been identified that, since Nexus Go-Live, are dated pre-LIS which now require a rejection of those reads.

SH confirmed that an existing rejection code will be used, there is no change to existing functionality and the Change Pack will include the Detailed Design.

JB further confirmed that where there is not a read on the LIS date, the read will be kept open to allow the replacement of the previous actual reading, so that the portion of LIS read can be updated. The replacement read that is pre-LIS will be rejected.

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

Shipper Representatives were asked to support the Change Proposal proceeding into the Capture phase. The vote was taken by exception and unanimous approval was recorded.

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Claire Louise Roberts	2	For
Oorlagh Chapman	1	For
Lisa Saycell	1	For
Ross Easton	2	For
Total	6	For

3.2. Change Updates

3.2.1 XRN5505 – Amendments to the Service description Table v24 – Update

It was noted that this item was for information only. Dave Addison (DA) advised this Change Proposal will amend the Service Description Table (SDT) in line with the Faster Switching Significant Code Review, associated UNC changes and also includes updates to the existing DSC Service Lines as a result of the UNC Code re-ordering and insertion of Section G5 which deals with Central Switching Service (CSS) Supply Points.

DA confirmed the presentation was provided to the DSC Contract Management Committee on 18 May 2022 where approval was deferred to the June 2022 meeting in order to allow parties additional time to consider the amendments.

DA provided an overview of the DSC Service Line changes, provided the Service Areas being inserted, and the Agency Service Lines amendments as follows:

- Propose 10 New Service Lines due to CSS – NB: plus further Service Line related to 0728B CNCCD
- Moving of 1 Service Line from Direct Service Code Services to Agency Services Non-Code
- Amendments to a large number of Service Lines to reflect new Code References / terminology change for CSS Supply Points

Amendments to ‘Agency Services GT and IGT - Non-Code’

- Deletions of 5 Agency Services GT Non-Code Service Lines, and 2 from ASIGTNC
- New Service Lines will be required

Amendments to ‘Specific Services’

- Deletion of some existing Service Lines

For full details please refer to the papers published.

4. Design & Delivery

4.1. Detailed Design – For Approval

4.1.1. XRN4900 - Biomethane Sites with Reduced Propane Injection

Steve Pownall (SP) provided a Detailed Design Consultation Summary for XRN4900 and advised that two Representations for approval were received and asked Members to note that one late Representation and one confidential Representation were also received (not shown).

Referring to the comments shown on the two Representations which approve the detailed design, SP advised there has been a lot of discussion on the CV validation range, the publication of the CV and the validation rules. He noted that a CV of 35 would usually signify a fault or a is an indication of a zero flow, therefore the CV range will be set at 36-43.

SP asked the Committee to consider if all Shippers should receive the CV publication file of only those Shippers that are registered to that Site adding that there appears to be a view that if a Shipper is not registered at the Site, they would not want to receive the files.

Lisa Saycell (LS) wondered if the Flow Weighted Average CV is separate, could the SC9 file be utilised and advised that as a Supplier, the CV value is needed to calculate customers energy bill.

PO clarified that to use the SC9 file would require a change to Gemini and that Xoserve are only testing the performance and renewable energy projects at the moment. PO also noted that utilising the SC9 file would introduce a level of complexity into the balancing and settlement arrangements, he advised that creating a bespoke LDZ for these sites was explored but this would involve new invoicing tables etc. In conclusion, PO highlighted this is the first of its kind for Class 1 and 2 sites and there are only three of them at the moment.

SP clarified that this solution is for Class 1 and 2 Sites only, Domestic sites are out of scope and added that the HyDeploy project was for Class 3 and 4 Sites, but that had a different solution.

LS further noted that the SC9 file reflects the CV’s calculated within the LDZ and would now have to reflect two LDZ’s, she understands the complexity of changes in Gemini but equally Shippers have system changes too.

SP clarified the questions that are included in the Change Pack:

- CV goes to every Shipper
- CV goes to only registered Shippers

SP confirmed, given the discussions held at the meeting today, that only Registered Shippers are to receive the CV file notification. Shipper Representatives participating in the meeting agreed with this approach.

When asked, SP confirmed this solution is tactical and not enduring until an overarching solution for site specific CVs is designed.

When asked, PO confirmed there are no proposals to change anything with read performance and there is no impact on metering activity.

When asked, PO confirmed there are no proposals to change anything with read performance and there is no impact on metering activity.

SP confirmed he will amend the Change Pack post-meeting and reissue it for information purposes only.

Shipper and DNO members were asked to approve the Detailed Design with the caveat that the design will be amended to include that communications will be sent to Shippers that are registered to these Sites only. The vote was taken by exception and unanimous approval was recorded.

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Claire Louise Roberts	2	For
Oorlagh Chapman	1	For
Lisa Saycell	1	For
Ross Easton	2	For
Total	6	For
DNO Representatives	Voting Count	For/Against
Guv Dosanjh	1	For
Tom Stuart	1	For
Total	2	For

4.1.2.XRN4992b – Modification 0797 (Urgent) – Last Resort Supply Payments Volumetric Charges (Enduring Solution)

SH provided a Detailed Design Consultation Summary for XRN4992b and advised he would be seeking approval of this design. He confirmed this change is a candidate for the November 2022 Release and the enduring solution needs to be in place ready for the financial year of 2023/24.

SH noted that [Modification 0809 - Re-distribution of Last Resort Supplier Payments \(LRSP\) to include IGT sites](#), has also been raised which seeks to bring IGTs within scope of this change.

SH confirmed that the scope will change to include IGTs as per Modification 0809 but there will be no change to the system solution.

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

Shipper and DNO Representatives were asked to support the Detailed Design of XRN4992b.

The vote was taken by exception and unanimous approval was recorded.

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Claire Louise Roberts	2	For
Oorlagh Chapman	1	For
Lisa Saycell	1	For
Ross Easton	2	For
Total	6	For
DNO Representatives	Voting Count	For/Against
Guv Dosanjh	1	For
Tom Stuart	1	For

Total	2	For
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4.1.3.XRN4990 - Transfer of Sites with Low Read Submission Performance -MOD0664

JB provided an update to the Detailed Design Consultation Summary for XRN4990 and advised that two Representations have been received, one supporting and one seeking further clarification to which JB confirmed the information requested has been fed back to the representative and the response is included in the Change Pack.

JB confirmed that XRN4990 will provide a set of reports for Shippers and the Performance Assurance Committee.

JB confirmed he is seeking approval from Shipper Representatives only as there is no DNO funding for this Change Proposal.

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

Shipper Representatives were asked to support the Detailed Design. The vote was taken by exception and unanimous approval was recorded.

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Claire Louise Roberts	2	For
Oorlagh Chapman	1	For
Lisa Saycell	1	For
Ross Easton	2	For
Total	6	For

1.1.1.CSSC – UK Link Manual updates as a consequence of implementation of the Central Switching System

DA provided an update to the Detailed Design Consultation Summary as described in agenda item 3.2.1 and confirmed that there were no Representations received.

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

Shipper Representatives were asked to support the Detailed Design. The vote was taken by exception and unanimous approval was recorded.

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Claire Louise Roberts	2	For
Oorlagh Chapman	1	For
Lisa Saycell	1	For
Ross Easton	2	For
Total	6	For

4.2. Standalone Change Documents for Approval (BER, CCR, EQRF)

4.2.1. CCR for XRN5458 - Contingency Gas Procurement Arrangements when a Supplier acts under a Deed of Undertaking

Lee Chambers (LC) introduced the Change Completion Report (CCR) for XRN5458 and advised implementation was completed on 23 April 2022.

There was some additional process testing requested by National Grid which extended the PIS period, and some additional aspects have been included, in conjunction with National Grid as described in section 3 of the CCR.

The CCR that was shared in the Change Pack will be updated post this session to include National Grid feedback.

LC advised that final delivery costs are lower than originally stated in the BER due to this being an urgent Modification, the costing process did not conclude.

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

The National Grid NTS Representative supported the Change Completion Report for XRN5458. The vote was taken by exception and unanimous approval was recorded.

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

4.2.2. BER for XRN5516 – November 22 Major Release Scope

Peter Hopkins (PH) provided an update and advised that this BER is the parent Change Proposal for the November 2022 Major Release. Included in the scope are XRN4978 - Notification of Rolling AQ Value (following Transfer of Ownership between M-5 and M) and XRN4990 - MOD0664 –Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4.

XRN4990 includes a Data Discovery Platform (DDP) solution in terms of the Meter Read performance reporting into the Performance Assurance Committee (PAC) and will be presented at the Shipper Forum, being held on 08 June 2022, to confirm which of the DDP releases can be best aligned with the delivery date for the November 2022 Release and support for funding from Shippers.

Oorlagh Chapman (OC) asked who has the overriding decision to determine how and when the change is delivered as she is confused that approval seems to be requested at different forums and wondered if there is an agreed process for approval at DDP? PO clarified that changes that cross UK link and the DDP have to match the Sprint dates as closely as possible, and that Shippers are part of the decision-making process for that.

OC clarified that the process is confusing, and that transparency is key for everyone. OC added that it is not satisfactory that the DSC Change Management Committee potentially make a decision that a Change Proposal is included in the scope of a Release, but then it goes to another forum for another decision.

PO thanked OC for the helpful feedback and agreed to take an action to ensure that DSC Change Management Committee are kept fully informed of future communications that involve Change Proposals with the DDP Team.

New Action 0106: CDSP (PO) to put in place a process which ensures that DSC Change Management Team are kept fully informed of future communications and decisions that involve Change Proposals with the DDP Team and provide an overview of the governance process.

PO advised, going forward, it will be confirmed, as part of the Detailed Design phase, what decisions have been made with the DDP Team in order for DSC Change Management Committee to have visibility and awareness. OC was unclear as to which Committee/group has overall responsibility.

CM suggested that someone from DDP could join this meeting at future scoping Release discussions.

PH advised that XRN5298 - H100 Fife Project - Phase 1 (Initial Assessment), is a DNO Change Proposal and will be delivered separately, from a funding perspective, therefore is not included in this BER.

LS asked how the changes in scope will be communicated for the November 2022 Major Release, it was confirmed that the Xoserve website for the November 2022 Major Release will be updated accordingly.

PO noted that if Shippers are not comfortable making a decision today, Xoserve would not be in a position to deliver in the November 2022 Release.

CLR highlighted she is not comfortable approving at this meeting and noted that her preference is that these Change Proposals are included in the February 2023 Major Release.

Referring to the minutes from the last meeting, Oorlagh Chapman (OC) highlighted her anticipation that the Committee would be completing what was deferred from the May meeting. She noted there was a discussion that November 2022 Major Release was a preference at that time, and it is expected today that the Committee would be asked to vote on the 2 options that were presented at the May meeting:

James Rigby (JR) agreed that scope approval is slightly confusing, currently the BER is used to approve the scope of a Release, Xoserve will look to optimise the process going forward. He added that approval will be sought at the July 2022 DSC Change Management Committee for the scope of a February or June 2022 Major Release.

JR clarified that approval of scope for releases going forward, from a governance process, will not be part of the BER approval.

It was noted that the provision of the Change Delivery Road Map (action 0105) will assist in scope approvals going forward.

Shipper Representatives were asked to support the costing and inclusion of XRN4978 - Notification of Rolling AQ Value (following Transfer of Ownership between M-5 and M) and XRN4990 - MOD0664 –Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4 into the November 2022 Major Release. The vote was taken by exception and a unanimous rejection was recorded.

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Claire Louise Roberts	2	Against
Oorlagh Chapman	1	Against
Lisa Saycell	1	Against
Ross Easton	2	Against
Total	6	Against

New Action 0206: CDSP PH/PO to present the scope candidates for a February / June 2023 Major Release.

4.3. Standalone Change Documents for Approval (BER, CCR, EQR)

4.3.1. CCR for XRN5458 - Contingency Gas Procurement Arrangements when a Supplier acts under a Deed of Undertaking

PH provided an update of the options for the delivery of *XRN5091 - Deferral of creation of Class change reads at transfer of ownership* and *XRN5186 - MOD0701: Aligning Capacity booking under the UNC* and arrangements set out in relevant NExAs and advised that delivery of these changes earlier than June 2023 would be a risk for CSS Go-live and risk potential changes during the CSSC PIS period.

PH provided feedback from the Delivery Sub-group (DSG) that there is an appetite, and a want, to get these changes delivered earlier than June 2023, therefore, CDSP have looked at possible options.

Summary:

XRN5091

Analysis by the CDSP has identified a material risk should this Change Proposal proceed in this timeline due to conflicts with CSSC programme PIS period.

There are no possible workarounds that would deliver a material benefit that do not involve any Code changes and would mitigate the risk.

If during CSSC PIS a defect is identified, during the Change Proposal implementation and a fix is required the build would be happening during the CSSC PIS period resulting in the solution needing to be re-worked which would then lead to a delay of 2-3 months of implementation of XRN5091.

CDSP recommend XRN5091 is delivered in a June 2023 Major Release.

XRN5186

PH advised there is an option to split delivery of this Change Proposal but ultimately it cannot be split, it needs to be delivered in one go, and for all the same reasons as above, delivery in February 2023 is a high risk.

PH noted a partial workaround has been identified which can provide a material benefit to Shippers:

Obtain the additional NExA information from Networks and manually check against current capacity. This would then be completed in regular intervals (weekly/monthly) against the current capacity and any inflight processes until full functionality is delivered. Any capacity that is / due to exceed the capacity in the NExA will be shared with the relevant customers (DN and Shipper).

PH confirmed that this workaround could be done very quickly with only a small cost involved.

CDSP recommend XRN5186 is delivered in a June 2023 Major Release, partially mitigated by a workaround prior to this date.

PH advised he is looking for the Committee to make a decision today as to whether CDSP should continue to progress delivery in June 2023 Major Release or include in scope for February 2023 Major Release but at high risk.

When OC asked if the costs and the workaround are specified for either of the options, it was clarified that the cost of delivering June or February 2023 would be the same. OC further asked, if a workaround is delivered, how does that change the cost of the delivery of that change and added it is not clear to know what is left and what needs to be decided upon for these releases, what changes are going to be in scope for February 2023 Major Release and what changes go to June 2023 Major Release.

It was then suggested to defer approval until it is clear what is being proposed for February 2023 and June 2023 Major Releases.

PH agreed to present the exact detail of costing for approval of the workaround for XRN5186 at the next meeting in July 2022.

OC commented that this meeting has not been very clear on clarity of what is expected of the Committee members.

PO suggested it might be worth introducing a pre-meeting with Shippers so that it is clear what needs to be decided on going forward.

Committee members unanimously agreed to defer consideration until the next meeting to be held in July 2022.

When BF asked if the risk is to the whole potential Release or just these Change Proposals, PO confirmed it is the whole Release, but specifically XRN5091 and XRN5186 because of the Code and System related changes.

4.3.2. December 2021 – April 22 Change in design

Tracey O’Conner (TOC) presented the status update for December 2021 to April 2021 Changes in Design for information.

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

4.3.3. XRN5289 November 2021 Major Release

TOC provided a status update for the November 2021 Major Release and advised it is on track to complete. Post implementation support for all changes has now been completed. The Change Completion Report will be presented to the July 2022 Change Management Committee.

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

4.3.4. XRN5231 Provision of a FWACV Service

LC provided a status update for XRN5231 and advised the overall project status is showing as red to reflect the current position of a replan following a scope change request.

LC advised implementation has moved from the originally anticipated June 2022 go-live to what will now be anticipated at the end of August 2022.

The project continued to progress delivery of the initial changes, UAT concluded successfully at the end of last week.

The project continues to support dual run and market phase testing and the acceptance criteria is currently being reviewed.

For full detail please refer to the published material on the meeting page.

4.3.5. NG Horizon Plan

Rachel Addison (RA) provided an updated for the National Grid Transmission Change Horizon Plan which includes:

Regulatory / Customer Requested Changes	XRN5393	On track and currently in PIS until 22 June 2022.
Gemini Spring 22 Release	XRN5231 Flow Weighted Average CV	Plan at risk and undergoing replan. Hope to turn back to green once the replan activity is completed.
UK Link Consequential Changes and Gemini Change Programme Sustain	XRN5368.3 API Enhancements	On track and looking to close down this programme over the Summer.
	XRN5368.5 Site Minder Upgrade	On track and looking to close down this programme over the Summer.

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

5. Non-DSC Change Budget Impacting Programmes

5.1. CSSC Programme Update

Michael Payley (MP) provided an update on the CSSC Programme and advised the Programme is green across all key areas. He noted the Programme is still working around the potential mismatch between CSS; UK Link and Gemini.

Transition Stage 2 is going well, a few issues have been raised but nothing major.

Now turning towards Transition Stage 3 Go-live, once this completes the Programme will be looking at PIS planning activities.

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

5.2. CMS Rebuild Update

Joanne Williams (JW) presented the progress of the CMS Rebuild to date and advised the CMS Rebuild Team continue to build out the foundations of the new CMS and the Shipper raised MNC (Meter Number Creation) Process and work is also continuing defining the requirements for the Supplier Theft of Gas process.

The Customer Focus Groups have now been set up and communicated, the first one was held on 06 April 2022, future dates are as follows:

Date	Time Start	Time end
10/06/2022	10:00	11:00
06/07/2022	10:00	12:00
09/08/2022	10:00	12:00
09/09/2022	10:00	12:00
14/10/2022	10:00	12:00
08/11/2022	10:00	12:00
09/12/2022	10:00	12:00
10/01/2023	10:00	12:00
07/02/2023	10:00	12:00
07/03/2023	10:00	12:00

Further updates will be provided to the July 2022 DSC Change Management Committee.

6. Any Other Business

6.1. DSG Xoserve Insight for Consideration

PO introduced a summary of the DSC Delivery Sub-Group (DSG) and clarified the intention for the monthly meetings was to provide expert input and technical assessment of changes in flight.

PO explained, over time there has been a decline in the level of customer input being provided at DSG meetings with attendees gathering information and sending across their businesses, rather than being able to provide technical input in the meeting. This type of approach means it is difficult to gauge how well understood and how supportive customers are of the technical or operational changes that are being proposed by DSC Change Proposals; and that DSG may no longer be providing DSC Change Management Committee with the consultative and advisory support it requires.

Kundai Matiringe requested the Distribution list used for inviting Users to the meetings is reviewed as she has never received such an invitation.

Guv Dosanjh (GD) highlighted that similar comments have recently been made at UNC Modification Panel in regard to engagement in UNC Workgroups and feels it is a wider Industry issue with Organisations stripping back in regard to their workforce and overall industry participation.

Members agreed the DSG meetings are useful and that seeking the technical view is an advantage for this Committee.

There followed a general discussion where the Committee thought of ways to improve technical input of inflight changes:

- Is a more fluid option more palatable, possibly during the consultation phase
- Accessing DSG relevant pages on the Xoserve website is a problem
- HW suggested making better use of the constituency calls that take place where a debate can be carried out of inflight changes.

When know about changes that impact IGT for example, inform the constituency call.

CM advised that she goes to all of the DSG meetings and finds that a lot of the material is repeated between the DSC Change Management Committee and the DSG.

When asked, PO confirmed the timing of the meetings is usually only half a day.

CLR asked if DSG meetings could merge with the DSC Change Committee meetings or is there a possibility that the DSG meeting starts as soon as the Change Management Committee finishes. It was also noted that originally, DSC Change Management Committee was spread over 2-days.

PO summarised the discussion and confirmed:

- PO will check the distribution list that is used for the meeting invitations
- PO will make sure that DSG pages on the Xoserve website are more accessible and sign posted
- The Committee agree that DSG feedback is useful
- PO will ensure the information packs are more concise at DSG meetings.

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 13 July 2022	04 July 2022	Microsoft Teams	Standard Agenda
10.00 Wednesday 10 August 2022	01 August 2022	Microsoft Teams	Standard Agenda
10.00 Wednesday 07 September 2022	29 August 2022	Microsoft Teams	Standard Agenda
10.00 Wednesday 12 October 2022	03 October 2022	Microsoft Teams	Standard Agenda
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 08 June 2022)

Action Ref	Meeting Date	Min Ref	Action	Owner	Status Update
0105	11/05/22	2.2	Change Pipeline - Xoserve (PO) to review how the Change Pipeline information is presented/delivered going forward	Xoserve (PO)	Carried Forward
0106	08/06/22	4.2.2	CDSP (PO) to put in place a process which ensures that DSC Change Management Team are kept fully informed of future communications and decisions that involve Change Proposals with the DDP Team and provide an overview of the governance process.	Xoserve (PO)	Pending
0206	08/06/22	4.2.2	BER for XRN5516 – November 22 Major Release Scope: Xoserve PH/PO to present the scope candidates for a February / June 2023 Release	Xoserve (PO)	Pending