Joint Office of Gas Transporters

UNC DSC Change Management Committee Minutes
Wednesday 09 February 2022
Via teleconference

Attendees			
Bob Fletcher (Chair)	(BF)	Joint Office	Non-Voting
Karen Visgarda (Secretary)	(KV)	Joint Office	Non-Voting
Shipper User Representatives (Voting)			
Claire Louise Roberts	(CLR)	Scottish Power	Class A Voting + *Class C Voting*
Oorlagh Chapman	(OC)	Centrica	Class A Voting
Ross Easton	(RE)	Total Gas & Power	Class B Voting
Lisa Saycell	(LS)	Gazprom	Class B Voting + *Class C Voting*
Transporter Representatives (Voting)			
Sally Hardman (Alternate for Guv Dosanjh)	(GD)	Cadent	DNO Voting
Helen Chandler (Alternate for Richard Pomroy)	(HC)	Northern Gas Networks	DNO Voting
Andrea Godden	(AG)	National Grid	NTS Voting
Richard Loukes	(RL)	National Grid	NTS Voting
Kundai Matiringe (Alternate for Heather Ward until 11.15am)	(KM)	IGT Representative	IGT Voting
Heather Ward (from 11.15am)	(HW)	IGT Representative	IGT Voting
CDSP Change Management Representatives (Non-Voting)			
James Rigby	(JR)	Xoserve	
Paul Orsler	(PO)	Xoserve	
Emma Smith	(ES)	Xoserve	
Observers/Presenters (Non-Voting)			
Angela Clarke	(AC)	Xoserve	
Charan Singh	(CS)	Xoserve	
Clare Manning	(CM)	E.ON	
Dave Jones	(DJ)	Correla	
Ellie Rogers	(ER)	Xoserve	
Emma Lyndon	(EL)	Correla	
Jack Wilde	(JW)	Northern Gas Networks	
Joanne Williams	(JWi)	Correla	
Kate Lancaster	(KL)	Correla	
Lee Chambers	(LC)	Correla	
Matthew Rider	(MR)	Xoserve	
Michael Payley	(MP)	Correla	
Molly Hayley	(MH)	Xoserve	
Rachel Taggart	(RT)	Xoserve	
Richard Hadfield	(RH)	Xoserve	
Simon Harris	(SH)	Xoserve	

Steve Pownall	(SP)	Xoserve	
Tom Lineham	(TRL)	Correla	
Tom Stuart	(TS)	Wales & West Utilities	
Tracy O'Connor	(TOC)	Correla	
Victoria Mustard	(VM)	Correla	
Vikki Orsler	(VO)	Xoserve	
Copies of all papers are available at: http://www.gasgovernance.co.uk/dsc-change/090222			

Joint Office of Gas Transporters

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1. **Introduction**

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

   BF advised that following the receipt of notification from Alexander Mann (AM) advising of his retirement from the DSC Change Management Committee, Lisa Saycell (LS) (as a standing alternate for AM) had been confirmed as a Shipper Class B representative for the Committee.

   1.1. Apologies for absence

   Guv Dosanjh (Cadent)

   Richard Pomroy (Wales & West Utilities)

   1.2. Alternates

   Sally Hardman for Guv Dosanjh

   Helen Chandler for Richard Pomroy

   Kundai Matiringe for Heather Ward (until 11.15am only)

   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
Ross Easton	Shipper Class B	1 vote
Lisa Saycell	Shipper Class B & *C*	2 votes
Transporter		
Sally Hardman (Alternate for Guv Dosanjh)	DNO	1 vote
Helen Chandler (Alternate for Richard Pomroy)	DNO	1 vote
Andrea Godden	NTS	1 Vote
Richard Loukes	NTS	1 vote
Kundai Matiringe (Alternate for Heather Ward until 11.15am)	IGT	1 vote
Heather Ward	IGT	1 vote

   1.4.   Approval of Minutes (12 January 2022)

   The minutes from the 12 January 2022 meeting were approved.

   1.5. Review of Outstanding Actions

   There were no outstanding actions.

2. **DSC Change Budget Update & Horizon Planning**

   2.1. Change Budget Update

   James Rigby (JR) provided a brief update of the DSC Change Budget for 2021/22.

   JR noted there had been changes since the last meeting.

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

   2.2. Change Pipeline

   Rachel Taggart (RT) presented the Change Development and Delivery Pipeline, noting there had been several changes due to Modifications now being implemented. RT provided an overview of the MiR Timeline schematic.

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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 XRN5417- Services to release data to UNC parties

   James Barlow (JB) explained that some DSC parties had indicated that they consider they have specific use cases for access to data for them to fulfil activities necessary for them under REC, UNC and Licence.

   JB noted that there was now a lessened desire for this access as the charging arrangements and requirements will be delivered under the REC. So, there were discussions as to whether or not to withdraw this Change Proposal (CP)

   Helen Chandler (HC), Sally Hardman (SH), Clare Louise Roberts (CLR) and Oorlagh Chapman (OC) all proposed that this CP should be kept in the Change Pack to keep a record of the responses to ensure parties had the opportunity to raise any concerns.

   Paul Orsler (PO) agreed to send the CP out for initial review as requested.

   Shipper, DNOs and IGT members were asked to defer consideration of this CP.

   Members voted unanimously in favour as follows:

Voting Outcome:		
Shipper Representatives	**Voting Count**	**For/Against**
Claire Louise Roberts	2	For
Oorlagh Chapman	1	For
Ross Easton	1	For
Lisa Saycell	2	For
Total	**6**	For
Transporter Representatives	**Voting Count**	For
Sally Hardman	1	For
Helen Chandler	1	For
Kundai Matiringe	2	For
Total	**4**	For

   3.1.2 XRN5472 - Creation of a UK Link API to consume daily weather data for Demand Estimation processes

   Paul Orsler (PO) explained that the current CDSP Weather Data Service Provider had informally given notice that it would not be able to support the current mechanism (FTP) of delivering daily weather data (forecasts and observations) to UK Link beyond March 2023.

   PO advised the weather data is delivered from one of their legacy delivery systems which they are phasing out and replacing with APIs. PO said if the change was not made there would be a requirement to find an alternative service provider in 12 months who would be willing to support a bespoke file format using an outdated transfer mechanism. PO added the change is required to move away from receiving weather data by FTP in a specific file format to 'pulling' the data needed from the Weather Data Service Provider, via APIs, into the relevant weather data table in UK Link.

   PO confirmed that the solution would be available by March 2023 and that he would feedback the progression status in a few months' time.

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

   Shipper, DNO, IGT and NTS members were asked to approve the proposed solution to move into Capture.

Members voted unanimously in favour as follows:

Voting Outcome:		
Shipper Representatives	**Voting Count**	**For/Against**
Claire Louise Roberts	2	For
Oorlagh Chapman	1	For
Ross Easton	1	For
Lisa Saycell	2	For
Total	**6**	For
Transporter Representatives	**Voting Count**	For
Sally Hardman	1	For
Helen Chandler	1	For
Andrea Godden	1	For
Richard Loukes	1	For
Kundai Matiringe	2	For
Total	**6**	For

3.1.3 XRN5473 - Meter Asset Detail Proactive Monitoring Service

James Barlow (JB) explained following the implementation of XRN4780-C, the Meter Asset Manager (MAM)/Meter Equipment Manager (MEM) will now be required to provide a copy of meter asset transactions to the Central Data Service Provider (CDSP). The purpose of this provision is to supplement Shipper provided data should it not contain a valid Meter Asset Provider identity (MAP Id).

JB advised this change has been raised to investigate, and develop, a service to assess the asset details received from MAM/MEM against those held on the Supply Point Register and, subsequently, received from the Shipper User. The objective of these assessments is to proactively highlight where there may be inconsistencies in the data recorded on the Supply Point Register leading, potentially, to settlement issues and support customers in investigating these inconsistencies to allow them to take any necessary corrective action to improve overall data quality.

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

Shipper members were asked to approve the proposed solution to move into Capture.

Members voted unanimously in favour as follows:

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

3.1.4 XRN5470 New Service Line for SDT v21

Angela Clarke (AC) explained a new service line, ASGT-CS SA8-41 had been created to support Modification 0788 – 'Minimising the market impacts of 'Supplier Undertaking' operation. She said this was associated with XRN5443 which was raised to implement the solution required to be delivered as set out in the Modification. AC advised approval would be sought at the February DSC Contract Management Committee.

Solution Review Change Pack for Approval

3.1.5 XRN4990 - Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4 (MOD0664)

JB confirmed that no representations had been received and advised the CP was to introduce new measures to enable the CDSP to move Class 2 & 3 sites to Class 4 in the instances of failure.

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

Shipper members were asked to approve the proposed solution

Members voted unanimously in favour as follows:

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

4   Design & Delivery

4.1   Detailed Design – For Approval

4.1.1 XRN4992a - Creation of new charge to recover LRSP - Current position and next steps

Simon Harris (SH) explained at the December Committee meeting, Change Managers approved XRN4992a (interim solution) moving into detailed design. He noted that the explicit content of the differences had been included in the latest Change Pack and that this would be going into an Ad Hoc Release in 2022.

SH advised the E.ON had raised some concerns in relation to the delivery and timelines. Clare Manning (CM) asked if was possible for E.ON to be supplied with a copy of the amended files and SH said this was not normal practice but that he would discuss this request offline with E.ON directly.

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

Shipper and DNO members were asked to approve the Detailed Design.

Members voted unanimously in favour as follows:

Voting Outcome:		
Shipper Representatives	**Voting Count**	**For/Against**

Claire Louise Roberts	2	For
Oorlagh Chapman	1	For
Ross Easton	1	For
Lisa Saycell	2	For
Total	**6**	For
Transporter Representatives	**Voting Count**	For
Sally Hardman	1	For
Helen Chandler	1	For
Total	**2**	For

4.1.2 XRN5393 - Gemini Spring 22 Release (UNC MODS 0752S, 0755S & 0759S)

Paul Orsler (PO) noted no representations had been received.

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

Shipper and NTS members were asked to approve the Detailed Design.

Members voted unanimously in favour as follows:

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

4.1.3 XRN5463 - Technical Debt reduction - Prime and Sub process enhancement

JB advised this was a technical and maintenance change to ensure customers provide the correct estimate regarding sub sites and was in line with the standard maintenance defect process.

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

Shipper members were asked to approve the Detailed Design.

Members voted unanimously in favour as follows:

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

4.1.4 XRN5464 - Technical Debt Reduction - Class 1 and 2

JB explained this change was in relation to on site exchange of asset storage of read history and this change would increase the speed of this process,

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

Shipper members were asked to approve the Detailed Design.

Members voted unanimously in favour as follows:

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

4.1.5 UK Link Cloud Programme Change Pack

Emma Lyndon (EL) advised the CP would be implemented via a separate Ad Hoc Release in May 2022, which would update the UK Link Manual on the back of the move to the Cloud Programme. EL added that there were two changes in relation to operating security and User Self-Serve password resets.

James Rigby (JR) added that with the start of the new report the number of clicks on the Change Packs was going to monitored and tracked going forward.

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

Shipper, DNOs and IGT members were asked to approve the Detailed Design.

Members voted unanimously in favour as follows:

Voting Outcome:		
Shipper Representatives	**Voting Count**	**For/Against**
Claire Louise Roberts	2	For
Oorlagh Chapman	1	For
Ross Easton	1	For
Lisa Saycell	2	For
Total	**6**	For
Transporter Representatives	**Voting Count**	For
Sally Hardman	1	For
Helen Chandler	1	For
Kundai Matiringe	2	For
Total	**4**	For

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

4.1.6 BER for XRN5450 Demand tool to support Urgent Modification 0788

Ellie Rogers (ER) provided an overview of the BER and explained the CDSP would deliver a SAP ISU reporting solution to support the utilisation of UNC Modification 0788 - Minimising the market impacts of 'Supplier Undertaking' operation that was implemented on 01 November 2021.

ER noted this would provide the ability for Suppliers who are operating under a Deed of Undertaking (DoU) following the Termination of the Shipper User, to plan with another Shipper User to source additional supplies of gas and make trade nominations to the Terminated Shipper User account, to balance that portfolio and mitigate increased costs, until a new 'Registered User' is appointed.

ER advised that It had been acknowledged between National Grid and the CDSP that there could be a scenario where a new Shipper looking to supply gas for the Terminated Shipper Supply Meter Points does not have the ability to work out the estimate demand or simply wants the CDSP to provide this estimate.

ER explained to address this scenario, this CP has been raised and the CDSP will deliver a solution which in the event of a Shipper termination will enable the CDSP to calculate estimated demand at Supplier level, enabling the Supplier to enter an arrangement with a new Shipper to offset the demand, via a trade, against the Terminated Shipper**.**

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

NTS members were asked to approve the BER.

Members voted unanimously in favour as follows:

Voting Outcome:		
Transporter Representatives	**Voting Count**	For
Andrea Godden	1	For
Richard Loukes	1	For
Total	**2**	For

4.1.7 BER for XRN5458 Urgent Modification 0791 - Contingency Gas Procurement Arrangements when a Supplier acts under a Deed of Undertaking

ER explained this change will deliver a solution to meet the requirements of UNC Modification 0791 contingency gas procurement arrangements when a Supplier acts under a Deed of Undertaking. This will introduce new arrangements to enable National Grid (NG) NTS to procure gas where, following the termination of a Shipper User, providing shipping services to one or more Gas Suppliers, where no new Shipper User is appointed and one or more of the Suppliers acts in accordance with its deed of undertaking until such time that a new Registered User is in place.

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

NTS members were asked to approve the BER.

Members voted unanimously in favour as follows:

Voting Outcome:		
Transporter Representatives	**Voting Count**	For
Andrea Godden	1	For
Richard Loukes	1	For
Total	**2**	For

4.1.8 CCR for XRN5443 - Urgent Modification 0788 - Minimising the market impacts of 'Supplier Undertaking' operation

ER advised the CP for XRN5443 was raised to deliver the changes proposed through Modification 0788 (Urgent) - Minimising the market impacts of 'Supplier Undertaking' operation.

ER noted this Modification was implemented on 01 November 2021 and sought to provide the ability for Suppliers who are operating under a Deed of Undertaking (DoU), following the Termination of the Shipper User, to utilise other existing Shipper User relationships to source additional supplies of gas and make trade nominations to the Terminated Shipper User account to balance that portfolio and mitigate increased costs, until a new 'Registered Shipper User' is appointed.

ER note that due to the urgent nature of Modification 0788, the proposal was approved and implemented on 01 November 2021. As detailed within the CP XRN5443 and the associated Detailed Design Change Pack, the central solution in place to deliver and manage Modification 0788 utilised existing reports, processes, and system functionality.

Based on this, there were no costs associated with the implementation of XRN5443.

This CCR is to officially closedown XRN5443 following implementation.

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

NTS members were asked to approve the Closure Completion Report (CCR)

Members voted unanimously in favour as follows:

Voting Outcome:		
Transporter Representatives	**Voting Count**	For
Andrea Godden	1	For
Richard Loukes	1	For
Total	**2**	For

4.1.9 CCR for XRN5235 Request for access to SOQ data & capacity figures which influence transportation charges

Lee Chambers (LC) explained this CP was implemented following approval into delivery by the Committee on the 13 October 2021. At the DSC Contract Management Committee on the 20 October 2021 it was approved for the aggregation at LDZ level along with the publication on the secure area of xoserve.com for DSC customers to utilise. Visibility of SOQ is essential for Shippers to understand how capacity levels have been changing over historic months and how this may feed into formula SOQ charging along with showing how SOQs are changing across the industry.

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

Shipper members were asked to approve the Closure Completion Report (CCR)

Members voted unanimously in favour as follows:

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

4.1.10 CCR for XRN5377 Addition of 'Class' field to supply point data reports

LC advised this CP was implemented following approval into delivery by the Committee on the 10 November 2021.

LC provided an overview summary as below:

Certain monthly supply point data reports which provide formula and rolling AQ and SOQ information, do not contain details on the class of the sites. For Class 1 and 2 sites there is no formula year AQ and SOQ, but it is difficult to identify these at present. The DNs would like the addition of 'Class' as a field in the following supply point data reports:
1. *BOPRI_1 GT5 Revenue Assurance Data*
2. *SPA09 NDM CSEP Report*
3. *SPA11 NDMCEPS*
4. *Rec121*
5. *SCH606*
6. *DN Gemini Report*

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

DNO members were asked to approve the Closure Completion Report (CCR)

Members voted unanimously in favour as follows:

Voting Outcome:		
Transporter Representatives	**Voting Count**	For
Sally Hardman	1	For
Helen Chandler	1	For
Total	**2**	For

4.1.11 EQR for XRN5379 Class 1 Read Service Procurement Exercise for Modification 0710

Kate Lancaster (KL) explained that XRN5379 had been raised to deliver the changes proposed through UNC Modification 0710S - CDSP provision of Class 1 read service (and the IGT equivalent, IGT Modification 148 - Provision of Class 1 meter read service on IGT networks by the CDSP).

KL provided a summary in respect of the EQR, as detailed below:

UNC Modification 0710 (and IGT148) proposes that the Central Data Service Provider (CDSP) provides the Class 1 Supply Meter Point (SMP) read service. It will remove the Transporter obligation to provide a Daily Read service to Shippers for non-telemetered Class 1 SMPs. It does not propose a change to the arrangements for directly connected telemetered Supply Meter Points on Distribution Network Operators (DNOs) or National Transmission System networks.

Currently the Transporters contract with the Daily Metering Service Providers (DMSP) to provide the Class 1 read service. The contracts to provide this service will expire on 31 March 2023. To confirm, the CDSP are running the procurement exercise to appoint a Service Provider and new contract as of 01 April 2023.

The first EQR was approved at the August 2021 ChMC for funding to support the initial activities (covering the first 6 months), for the procurement of the future Class 1 Read Service Provider, at £60,000.

This EQR is a continuation of this funding as Xoserve progress with the procurement of the Class 1 Read Service. Correla are requesting a further £60,000 to fund activities associated with the procurement exercise for the Class 1 Read Service to the end of the year.

Listed below are the procurement activities which this subsequent EQR is covering, including, and not limited to:

- *Planning and setting up the Stakeholder Evaluation Panel (SEP) and to complete associated documentation required to follow audited processes*
- *To facilitate SEP meetings*
- *Gathering and refining requirements and specifications for the Request for Proposal (RFP)*
- *Developing scoring methodologies for the SEP evaluations of RFP responses*
- *Analysis of RFP responses and down-selection of bidders*
- *Responding to formal questions and answers between Xoserve and bidders*
- *Facilitating and reviewing vendor presentations to the SEP and Xoserve*
- *Review of site visits/references of bidders*
- *Development of new Class 1 Read Service contract and negotiations*

This funding is required to run the XRN5379 procurement exercise specifically, and any system changes raised as a result of this procurement will be included in the XRN5379 BER where delivery costs will be set out.

Lisa Saycell (LS) enquired if there was going to be an overlap of the service or full cut over on 01 April 2022. ER stated there would be no overlap and the Change Pack would provide all the communications regarding the invoicing and she noted there would be minimal system impacts.

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

Shipper members were asked to approve the EQR.

Members voted unanimously in favour as follows:

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

Project Updates

4.1.12 June Major Release

Tracy O'Connor (TOC) advised the project was on track and that the project close down activities were in progress.

TOC noted there would be returned monies of £23,000 as per the CCR and said there would be no changes to the service descriptions or the UK Link Manual.

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

Shipper members were asked to approve the Closure Completion Report (CCR)

Members voted unanimously in favour as follows:

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

4.1.13 November 2021 Major Release

TOC noted the project had a green status and was on plan, she provided an overview as detailed below:

XRN5142:

- *Final usage (.IQL) to be completed 31/01/22*

Deferred Changes:

- *Additional regression testing cycle completed on 19 January 2022*
- *Go Live approved and communications issued*
- *Implementation successful and Go Live on 22 January 2022*
- *First usage and data cleanse progressing against plan*
- *Comms issued for information in relation to INC0137773 raised during post implementation support*

XRN4992a:

- *Impact assessment for tactical solution completed; change can be delivered during current release plan; there will be a slight change to remaining milestones*

XRN5188b:

- *Impact assessment completed; change can be delivered during current release post implementation support period*

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

Shipper, DNOs and IGT members were asked to approve the updated BER for inclusion of XRN4992a and XRN5188b into scope of November 21 release

Members voted unanimously in favour as follows

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

Kundai Matiringe	2	For
Total	**4**	For

4.1.14 December 2021 – April 22 Change in design

TOC provided an overview of the status and confirmed that all the changes were on track and that the Design Change Packs were targeted for an April 2022 consultation period.

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

4.1.15 XRN5231 Provision of a FWACV Service

Tom Lineham (TL) provided an overview of the status as detailed below:

- *Overall Status set to Red due to Dual Run / Market Trials baseline plan being delayed by an issue, the impacts to the downstream phases and Go Live readiness for 01 April 2022.*
- *System Testing and System Integration Testing Completed (07/01)*
- *UAT In progress. Execution tracking to plan however delays against Assurance have pushed expected completion to 11/02. Additional activities/ unknown requirements have also been identified which may further extend overall testing period*
- *A number of challenges currently exist against the project putting 1st April Service Go Live Date at risk, these include:*
  - o *Dual Run (DR)/Market Trials (MT) – delays to connectivity setup/testing and Master Data load is currently 4 weeks behind plan*
  - o *Data Migration – challenges around Master data and transformation approach need to be resolved*
  - o *Go Live – the volume of planned parallel activities, delays to DR/MT start and Business Readiness/ Data Migration mean that the notional system Go Live date is now at risk*

Next Steps:

- *The re-plan assessment of the defined contingency implementation options are being defined and will be presented to Focus Group*
- *Full project readiness criteria to be defined, reviewed, and approved by all stakeholders*
- *Implementation options (including current planned date) to be assessed, agreed, and presented to the DSC Change Management Committee*

Paul Orsler (PO) advised that a meeting had taken place on 08 February 2022 with National Grid and the DNOs to discuss the market trials and data sets and the 'as is' process and he said there was confidence for a June 2022 deadline.

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

Formal break taken at 11.30am

4.1.16 Decarbonisation Update

Victoria Mustard (VM) overviewed the Decarbonisation roadmap and drew attention to the way in which the infrastructure had been categorised, together with the Heat Map on the CDSP Systems. VM said she would continue to provide updates.

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

4.1.17 NG Horizon Plan

Rachel Anderson (RA) explained the Gemini Spring 2022 Release was on plan and that the API enhancements were tracking as red due to the represented risks associated to this area.

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

Emma Lyndon (EL) provided an update on the CSSC Programme Dashboard Update project and noted the programme remains at a green status and all Programme activities remain on track with all key internal and external milestones being met

She added that Xoserve raised a CR (CR-D129) to include an NFR to ensure all Secured Active Messages from CSS reach UK Link within a stipulated time following Gate Closure. EL advised that discussions had been held with Ofgem DCC/Landmark and Xoserve to look at an exception's procedure and associated Service Management processes to mitigate an issue should it arise.

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

5.2   Move to Cloud

EL provided an overview of the status of the move to Cloud as summarised below:

- *First step of UK Link Road Map (XRN5245) was to re-platform the systems within current On Premise Data Centres to Cloud in order to achieve the following key objectives:*
    - o *Migrate our operating systems from Linux to Windows and UK Link system databases from Oracle to SQL Server*
    - o *Upgrade out of support technologies e.g., UKL Portal*
    - o *Decommission On Premise Data Centres for UK Link Systems*
- *Key benefits identified as a result of completion of this change are:*
    - o *Keeping the infrastructure and Application in line with industry best practices and maintain the supportability*
    - o *Better ability to accommodate for change development and implementations*
- *Progress and Timeline:*
    - o *Testing and Implementation Dress Rehearsals (IDRs) phases are currently planned to complete by 11th March 2022*
    - o *Testing is on track to complete as planned. IDR1 is currently in progress*
    - o *Implementation and Cutover is currently planned from 15th April to 19th April 2022 (Easter Weekend)*
    - o *Post Implementation Support is planned to commence from 19th April 2022 7:00 AM BST*

Summary

- *Move to Cloud has completed multiple rounds of testing and practice runs in the last 3 months culminating in the first Implementation Dress Rehearsal (IDR1)*
- *The migration timelines, outages, process/file impacts to customers have now been understood as a result of this activity. The proposed Migration timelines over 2 weekends have been determined to minimise customer impacts for least disruption.*

1st Implementation (Full UKLink)

- *Easter weekend (15th to 19th April 2022) is proposed for the majority of the cutover activities to prevent impact to normal business day processes for customers as the vast majority of files/processes run on supply point business days.*
- *Fewer processes run on these (non-business) days however, a small number of impacts have been highlighted in Slides 6-8* as they may have customer considerations or impacts. (for details, please refer to the detailed change pack being published).*
- *Impacts to DES and Portal availability and use of Twilio services envisaged during Easter weekend*

2nd Implementation (Part UKLink)

- *New UKLink Portal and DES screens proposed to cutover during 7th to 9th May 2022 (please refer to the previously issued Change Pack)*
- *Impacts to DES and Portal availability and use of Twilio services over the cutover is envisaged during this period.*

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

5.3 CMS Rebuild Update

Joanne Williams (JWi) provided an update and explained that Contract Management Committee had been presented with two options at an extraordinary meeting held on 21 December 2021 and these were:

- Option 1 – Correla Product with an Xoserve Subscription
- Option 2 – DSC Investment – fully funded by DSC customers

JWi noted that Contract Management Committee voted for option 1, since then the product team have been mobilising and scoping the services that will be delivered in release one in Q4 of 2022. Further updates will be provided at the March Committee meeting.

6 Any Other Business

6.1 KVI Customer Change Survey

James Rigby (JR) drew attention to the KVI Customer Change Survey and urged parties to complete it prior to close of play on Friday 11 February 2022. He added the survey would take no more than 5 minutes to complete and said that it provides priceless information that helps Xoserve to reflect on how they have performed over the previous few months

Xoserve Key Value Indicator (KVI) Survey (surveymonkey.co.uk)

6.2 Modification 0785

Matthew Rider (MR) explained there was currently work being undertaken on the Changes related to Modification 0785 – 'Application of UNC processes to an aggregated Bacton (exit) Interconnection Point' and there would be a Design Change Pack issued Monday 14 February 2022 for part A of this Modification (to be implemented in March 22) and part B (to be implemented in April 22).

7 Diary Planning

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

Time/Date	Venue	Programme
10.00 Wednesday 09 March 2022	Microsoft Teams	Standard Agenda
10.00 Wednesday 13 April 2022	Microsoft Teams	Standard Agenda
10.00 Wednesday 11 May 2022	Microsoft Teams	Standard Agenda
10.00 Wednesday 08 June 2022	Microsoft Teams	Standard Agenda
10.00 Wednesday 13 July 2022	Microsoft Teams	Standard Agenda
10.00 Wednesday 10 August 2022	Microsoft Teams	Standard Agenda
10.00 Wednesday 07 September 2022	Microsoft Teams	Standard Agenda
10.00 Wednesday 12 October 2022	Microsoft Teams	Standard Agenda
10.00 Wednesday 09 November 2022	Microsoft Teams	Standard Agenda

10.00 Wednesday 07 December 2022	Microsoft Teams	Standard Agenda