

**UNC DSC Change Management Committee Minutes**  
**Wednesday 10 November 2021**  
**Via teleconference**

<b>Attendees</b>			
Lorraine O'Shaughnessy (Chair)	(LOS)	Joint Office	Non-Voting
Karen Visgarda (Secretary)	(KV)	Joint Office	Non-Voting
<b>Shipper User Representatives (Voting)</b>			
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
Alexander Mann	(AM)	Gazprom	Class B Voting + Class C Voting
<b>Transporter Representatives (Voting)</b>			
Sally Hardman (Alternate for Guv Dosanjh)	(SH)	Cadent	DNO Voting
Richard Pomroy	(RP)	Northern Gas Networks	DNO Voting
Richard Loukes (Alternate for Andrea Godden)	(RL)	National Grid	NTS Voting
Kundai Matiringe	(KM)	IGT Representative	IGT Voting
Heather Ward	(HW)	IGT Representative	IGT Voting
<b>CDSP Change Management Representatives (Non-Voting)</b>			
James Rigby	(JR)	Xoserve	
Paul Orsler	(PO)	Xoserve	
Emma Smith	(ES)	Xoserve	
<b>Observers/Presenters (Non-Voting)</b>			
Andy Clasper	(AC)	Cadent	
Clare Manning	(CM)	E.ON	
Dave Addison	(DA)	Xoserve	
David Jones	(DJ)	Correla	
Ellie Rogers	(ER)	Xoserve	
Emma Lyndon	(EL)	Correla	
Helen Chandler	(HC)	Northern Gas Networks	
Jane Goodes	(JG)	Xoserve	
Jack Wilde	(JW)	Northern Gas Networks	
Mark Jones	(MJ)	SSE	
Mike Payley	(MP)	Correla	
Rachel Taggart	(RT)	Xoserve	
Rachel Addison	(RA)	Correla	
Richard Hadfield	(RHa)	Correla	
Sally Hardman	(SHa)	SGN	
Simon Harris	(SH)	Xoserve	
Steve Pownall	(SP)	Xoserve	
Thomas Lineham	(TL)	Correla	

Tracy O'Connor	(TOC)	Correlá
<i>Copies of all papers are available at: <a href="http://www.gasgovernance.co.uk/dsc-change/101121">http://www.gasgovernance.co.uk/dsc-change/101121</a></i>		

## 1. Introduction

Lorraine O'Shaughnessy (LOS) welcomed all to the meeting and confirmed the meeting quorate.

### 1.1. Apologies for absence

Andrea Godden, NTS Representative (National Grid)

Guv Dosanjh, DNO Representative (Cadent)

### 1.2. Alternates

Richard Loukes for Andrea Godden

Sally Hardman for Guv Dosanjh

### 1.3. Confirm Voting rights

LOS explained that the voting rights had been discussed in the previous meeting and under the UNC rules, where a constituency does not have votes allocated as in this case Class C, this will be allocated and agreed with the remaining Shipper Constituents. This was confirmed at the last meeting as detailed below:

Claire Louise Roberts confirmed she was happy to take the Shipper Class C vote.

Alexander Mann confirmed he was happy to take the Shipper Class C vote.

All Committee members confirmed their agreement with this allocation of the Shipper C vote for the duration of the term.

Representative	Classification	Vote Count
<b>Shipper</b>		
Claire Louise Roberts	Shipper Class A & C	2 votes
Oorlagh Chapman	Shipper Class A	1 vote
Ross Easton	Shipper Class B	1 vote
Alexander Mann	Shipper Class B & C	2 votes
<b>Transporter</b>		
Sally Hardman (Alternate for Guv Dosanjh)	DNO	1 vote
Richard Pomroy	DNO	1 vote
Richard Loukes (Alternate for Andrea Godden)	NTS	2 votes
Kundai Matiringe	IGT	1 vote
Heather Ward	IGT	1 vote

### 1.4. Approval of Minutes 13 October 2021)

LOS explained that a post meeting note had been added to the minutes to provide clarity on the Voting rules.

The minutes from the 13 October 2021 meeting were subsequently approved.

### 1.5. Review of Outstanding Actions

**Action 0801:** Xoserve (PO) to present the CCR for XRN5318 and 5319 – MPID Reassignment of Supplier Short Code and other Party Types and provide feedback from the DSG meeting.

**Update:** Paul Orsler (PO) advised that some progress had been made in relation to the design change and that further discussions were taking place with Kirsty Dudley regarding any impacts on the Market Domain Data (MDD). He confirmed that more detailed feedback would be supplied at the December meeting and that this action should be carried forward. **Carried forward**

## 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.

Richard Pomroy (RP) sought clarification regarding some potentially confusing naming conventions used in the finance tracking spreadsheet that was linked in the main presentation slides. James Rigby (JR) explained that the bar chart in the presentation was illustrating the total DN committed spend versus the total DN DSC Change Budget (inclusive not just of the £900k applied in BP21 for specific / known changes when the budget was set, but also including indirect 'contingency' costs totalling a further £348k).

JR explained the total committed DN 'spend' to date was £1.256m, which was £8k more than what was applied in the DN Budget of £1.248m, however some costs applied in the BER for XRN 5231 (FWACV) may not be utilised (risk margin) / would not be drawn (first year MTB costs associated with change) in BP21.

JR agreed to provide a simplified finance tracking spreadsheet.

**New Action 1101:** Xoserve (JR) to review and simplify the finance tracking spreadsheet.

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 5 new Modifications and 2 new Requests and noted that Modification 0772 – Transparency Improvements to the Process for Changing Gas Quality Limits in NTS Connection Agreements and Modification 0775S - Amendment to the Requirement to Conduct the Transporting Britain's Energy Consultation, had both also been implemented.

Richard Pomroy (RP) asked why the November Release had not been added into the Change Pipeline, and RT explained that the decision on the November Release had been made the day after the slides had been prepared and RT said that these would be updated for the December meeting.

JB recommended an update to the existing slide and to republish this in the meeting page for this meeting to provide clarification of the changes. For a detailed update, please refer to the published slides on the meeting page.

## **Capture**

### **2.3. New Change Proposals – Initial Review**

#### **3.1.1 XRN5235 Request for access to SOQ data & capacity figures which influence transportation charges**

Simon Harris (SH) explained the purpose of this Initial Review Change Pack, had previously been issued at the request of ChMC following the meeting held on the 13 October 2021, which was to gather member views regarding Change Proposal XRN5235.

SH said the CDSP discussed this change at ChMC to ask if constituents if they were happy to progress with XRN5235 as a DSC funded Change Proposal, as well as if they were likely to find the information being shared useful.

Some constituencies did not feel it would benefit them based on the potential costs to the DSC of setting a service up however, post ChMC, the costs of the proposed solution to meet the requirements had since been confirmed to be zero, meaning no drawdown on the DSC Change Budget will be made to deliver the service.

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 to the Delivery Phase.

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
Alexander Mann	2	For
<b>Total</b>	<b>6</b>	For

### 3.2 Change Update – for information

#### 3.2.1 Modification 0734 – XRN5236 Reporting Valid Confirmed Theft of Gas into Central Systems

Ellie Rogers (ER) provided an update on Modification 0734 noting that this is currently being developed at the Distribution Workgroup (DWG). She noted that a Rough Order of Magnitude (ROM) was presented outlining an Interim Solution (ahead of the CMS Rebuild) and an Enduring Solution (delivered as part of the CMS Rebuild).

ER advised, that based on this information, DWG’s preference was to progress with the Interim Solution to allow delivery of Modification 0734 ahead of the CMS Rebuild. They recommended that the CDSP should proceed with the work to deliver the Interim Solution prior to the Modification being formally approved to aim for a delivery / implementation as close to April 2022 as possible. ER stated that the DWG were aware that this decision sits with the DSC ChMC and therefore provided the following recommendations.

- Xoserve were making ChMC aware of the recommended approach with this CP Touupdate Change Managers on the recommended approach at the November ChMC
- Issue the November Change Pack with HLSO for the XRN5236 Interim Solution
- Seek approval at the December ChMC for the CDSP to commence work to deliver the Interim Solution ahead of Modification 0734 final approval, noting that this would be at risk.

Richard Pomroy (RP) said that the first quarter of 2022 seemed to be very congested, and he queried if Xoserve would be able to deliver everything that is presently planned by 01 April 2022. ER said that there were different areas in relation to the various changes working on these and so April could be possible, only if the work commenced in December 2021, would the April 2022 timeline be met. If this did not take place, then the Modification would be moved to July 2022 and the Legal Text would need to be updated.

RP said that the various changes needed to be shared, together with the impact of the Flow Weighted Average on the DNs. He added he was also concerned about the impact of the Modification 0687 – Creation of new charge to recover Last Resort Supply Payments and the theft issue, and that he wanted some very clear and concise assurances from Xoserve on the risks, as decisions would need to be made in December 2021.

James Rigby (JR) said that he would supply these assurances at the December meeting, together with the timescales and costs. ER said that these would also be reflected in the Change Pack.

Clare Manning (CM) noted that the impacts of not putting in the interim solution also needed to be known and what interim risks there would be, so the complete picture was understood and asked if Suppliers would be in breach and should there be derogations in place.

ER agreed that she would include these assurances in the Change Pack and stated that Xoserve would not be turning anything off and that an overview would be included in the Change Pack.

Claire Louise Roberts (CLR) added that any ongoing costs associated to the interim solution also needed to be shared. ER confirmed that this information would be available in the Change Pack, and an update would be provided at the December meeting for further discussion prior to approval

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

### **3.3 Solution Review Change Pack – for information and for Approval**

#### **3.3.1 XRN5298 H100 Fife Project - Phase 1**

Paul Orsler (PO) introduced the CP and explained it was a Network Innovation Project by SGN. PO overviewed the detailed consultation responses and noted 3 were in favour with 2 rejections, he noted that Octopus had opposed the recommendation at this stage, and had subsequently requested more details, as they thought it could have material change. Likewise, PO said the REC Code Manager also had reservations in relation to the Hydrogen meters and that discussions were presently taking place with Xoserve regarding this area.

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

Shipper and DNO members were asked to approve the proposal to move to the Design Phase.

Members voted unanimously in favour as follows:

<b>Voting Outcome:</b>		
<b>Shipper Representatives</b>	<b>Voting Count</b>	<b>For/Against</b>
Claire Louise Roberts	2	For
Oorlagh Chapman	1	For
Ross Easton	1	For
Alexander Mann	2	For
<b>Total</b>	<b>6</b>	For
<b>Transporter Representatives</b>	<b>Voting Count</b>	<b>For/Against</b>
Sally Hardman (Alternate for Guv Dosanjh)	1	For
Richard Pomroy	1	For
<b>Total</b>	<b>2</b>	For

## **4 Design & Delivery**

### **4.1 Design Change Pack**

#### **4.1.1 XRN5231 Provision of FWACV Service**

Steve Pownall (SP) provided a summary of the representations received noting that there had been 4 received from DN's, 1 Shipper and 1 private representation. SP advised that there had been a great deal of liaising with National Grid and the detailed design aspect was now fully understood and there were no material impacts. He noted that Xoserve and National Grid would be working very closely with the Networks. SP stated that Cadent had originally rejected the proposal, but that Xoserve had now received agreement from Shiv Singh at Cadent in writing of their approval since the representative was received.

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

The Shippers/DNOs and NTS were asked to approve the proposal to move into the Delivery Phase.

Members voted unanimously in favour as follows:

<b>Voting Outcome:</b>		
<b>Shipper Representatives</b>	<b>Voting Count</b>	<b>For/Against</b>
Claire Louise Roberts	2	For
Oorlagh Chapman	1	For
Ross Easton	1	For
Alexander Mann	2	For
<b>Total</b>	<b>6</b>	For
<b>Transporter Representatives</b>	<b>Voting Count</b>	<b>For/Against</b>
Sally Hardman (Alternate for Guv Dosanjh)	1	For
Richard Pomroy	1	For
Richard Loukes	2	For
<b>Total</b>	<b>4</b>	For

#### 4.1.2 UK Link IS Service Definition v13

David Addison (DA) provided an overview of the IS Service Option and explained the document was amended pre-Nexus and there were timebound columns that expired in 2020.

DA said that the table had been amended and there had been no comments forthcoming from the Change Pack, and that only Shippers would be impacted, hence he was seeking approval to move to the Design and Delivery Phase.

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

Shipper members were asked to approve the proposal to move to the Design and Delivery Phase.

Members voted unanimously in favour as follows:

<b>Voting Outcome:</b>		
<b>Shipper Representatives</b>	<b>Voting Count</b>	<b>For/Against</b>
Claire Louise Roberts	2	For
Oorlagh Chapman	1	For
Ross Easton	1	For
Alexander Mann	2	For
<b>Total</b>	<b>6</b>	For

#### 4.1.3 XRN4922 CSSC Shipper BRD

Mike Payley (MP) explained the CP was to keep all the documentation up to date and in line with the Design and approval was sought from the Shippers.

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

Shipper members were asked to approve the CSSC Shipper BRD update.

Members voted unanimously in favour as follows:

<b>Voting Outcome:</b>		
<b>Shipper Representatives</b>	<b>Voting Count</b>	<b>For/Against</b>
Claire Louise Roberts	2	For
Oorlagh Chapman	1	For
Ross Easton	1	For
Alexander Mann	2	For
<b>Total</b>	<b>6</b>	<b>For</b>

Formal 10 minutes break taken.

**4.2 Standalone Change Documents for Approval**

**4.2.1 BER - XRN5377 DN reporting**

SP explained that 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 Geninf Report

SP said that there was no cost associated to this change and the implementation date would be 19 November 2021.

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

DNO members were asked to approve the additional ‘Class’ as field in the supply point data reports.

Members voted unanimously in favour as follows:

<b>Voting Outcome:</b>		
<b>Transporter Representatives</b>	<b>Voting Count</b>	<b>For</b>
Sally Hardman (Alternate for Guv Dosanjh)	1	For
Richard Pomroy	1	For
<b>Total</b>	<b>2</b>	<b>For</b>

**4.2.2 BER - XRN5235 Request for access to SOQ data & capacity figures which influence transportation charges**

Simon Harris (SH) explained the visibility of the SOQ was essential for Shippers to understand how capacity levels have been changing over historic months and how this may feed into formula SOQ (FYAQ) charging. It would also show how SOQs are changing across the industry. He added that the REC responses received all approved the move into delivery and there are zero costs as the change will mean moving to one report.

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

Shipper Members was asked to approve the BER for 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
Alexander Mann	2	For
<b>Total</b>	<b>6</b>	For

#### 4.2.3 BER XRN5231 - Flow Weighted Average CV (FWACV)

Paul Orsler (PO) reiterated as discussed at the last meeting, that National Grid had announced it was to withdraw from providing the Distribution Network Operators (DNs) with the daily LDZ Flow-Weighted Average CV calculation (FWACV) service.

PO said that because of this, the DN's would become responsible for calculating their own daily LDZ FWACVs and, publishing the information to Shippers. The associated 0719R Workgroup had assessed several options that might support the DN's in meeting their FWACV calculation/information provision obligations and through DSC governance the agreed solution had been taken through the detailed design phase of the project as approved within the EQR.

PO explained that National Grid had now raised a Change Variation to include 2 consequential changes required to Gemini into the scope of the project to ensure that the new FWACV service design delivers the changes required to ensure the services provided to the wider industry continue to operate successfully. These are as detailed below:

1. Gemini consequential change part A - PRCMS validation/processing
2. Gemini consequential change part B - LDZ Stock Change and Embedded LDZ Unique Sites

PO stated the DN's had agreed that Xoserve should take the FWACV calculation role over in its entirety from National Grid and Xoserve are now working to develop a single option solution. Richard Loukes (RL) thanked all on behalf of National Grid, for the work undertaken to get to this stage.

PO added the BER was to approve the firm costs for the full delivery project to deliver the agreed solution option and the ongoing Manage the Business (MTB) Costs for the service to be operated.

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

NTS and DNO Members was asked to approve the BER for this CP.

Members voted unanimously in favour as follows:

Voting Outcome:		
Transporter Representatives	Voting Count	For
Sally Hardman (Alternate for Guv Dosanjh)	1	For
Richard Pomroy	1	For
Richard Loukes	2	For
<b>Total</b>	<b>4</b>	For

#### 4.3 Project Updates

#### **4.3.1 XRN5231 Provision of a FWACV Service**

Thomas Lineham (TL) provided an update and explained the overall status was amber as the project has multiple phases progressing in parallel. He added the Detailed Design had been approved internally, and National Grid had raised a Gemini change variation to the project confirmed & outstanding clarifications/decisions from NG & DNs being finalised.

TL overviewed the next steps as below:

- *Start Up and Initiation phase progressing in parallel with Design*
- *Design Change Pack reps close out on 01 Nov 2021*
- *BER for XRN5231 approved at the October 2021 ChMC*
- *National Grid have confirmed via a change variation that XRN5382 & 5383 are required. A revised BER for funding will be submitted*
- *Engagement Strategy draft to be shared to NG and DN's by 05 November 2021, this will outline how the project will engage through project delivery phases to seek support/approval*
- *Testing, Dual Run and Market Trials dates to be baselined in conjunction with customer engagement sessions, target by the end of November 2021*
- *Notional Implementation date is for 26 March 2022 but needs to be agreed considering the overall plan*

Richard Pomroy (RP) asked if the Engagement Strategy would manage the transitions and TL confirmed this was the case and added that all the technical touch points throughout the entire project and dual run would ensure a business ready state.

Sally Hardman (SHa) asked if the enduring contracts would be included in the Engagement Strategy and TL said that this was the intention. SP concurred with this comment.

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

#### **4.3.2 November 2021 Major Release**

- **Project Update**

Tracy O'Connor (TOC) provided an update on the November 2021 Major Release and said the RAG status was green and all was on track.

TOC provided the next overall status as below:

- *Build milestone successfully completed*
- *Acceptance and regression testing completed to plan*
- *Implementation dress rehearsal completed successfully*
- *Performance testing has progressed to plan*
- *Preparation for go-live is in progress for implementation of XRN5142 on 05 November 2021*
- *Decision taken at the Extraordinary ChMC on 01 November 2021 to revise implementation date of XRN's(4941, 5007, 5072, 5180 & 4780c) to 22 January 2022*

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

#### **4.3.3 June 2021 Major Release**

TOC provided an update on the June 2021 Major Release, noting it was successfully implemented in June 2021 and noted there were presently no risks or issues at this stage.

- Project on track
- Post Implementation Support (PIS) period 2 completed successfully on 28/10/21
- PIS period 3 due to commence on 08/11/21

For further details, please refer to the published slides on the meeting page.

#### **4.3.4 Minor Release Drop 10**

TOC noted the Production of Change Completion Report was in progress and would be submitted to the December ChMC and that the closedown was progressing to plan.

For further details, please refer to the published slides on the meeting page.

#### 4.3.5 UKL Post CSSC Change Development

Richard Hadfield (RHa) provided a background overview and explained that Correla were preparing the EQR to fund the completion of 7 design change packs by April 2022 and that this EQR would be presented for approval at the December ChMC meeting together with the tactical solution for XRN4992.

RHa explained Correla were going to progress the internal workshops on the detailed requirements for the 7 changes and that this could start immediately so that the work with 3rd parties could commence in December 2021, following EQR approval.

RP asked if the enduring solution would be delivered in November 2022 and then April 2023 for the overall solution. RHa confirmed that was the case.

RHa noted that the following XRN's would be Changes proposed for inclusion in December 2021 EQR as detailed below:

- *XRN4900 - Biomethane/Propane Reduction*
- *XRN4978 - Notification of Rolling AQ Value(following Transfer of Ownership between M-5 and M)*
- *XRN4990 – MOD0664 – Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4*
- *XRN5091 - Deferral of creation of Class change reads at transfer of ownership*
- *XRN5186 – MOD 0701: Aligning Capacity booking under the UNC and arrangements set out in relevant NExAs*
- *XRN5298 - H100 Fife Project – Hydrogen Network Trial*

For further details, please refer to the published slides on the meeting page.

#### 4.3.6 NG Horizon Plan

Rachel Addison (RA) provided an overview of the National Grid Horizon Plan and explained there were 3 capacity related Modifications in flight presently which would be implemented in late April 2022. RA said she was currently updating the Horizon Plan to include the FWACV Service.

For further details, 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 including a summary of the progress to date and the next steps, noting the project was tracking as green.

EL explained the main area was the 'go live' date of 18 July 2022 which was an indicative date only at this stage and that originally it was hoped this would be a direct lift and shift from 13 June 2022, however the activities are not now going to be able to be lifted and shifted.

EL noted that the data migration was still going to take place on 13 June 2022 and that all parties had been asked to comment on this extended timeline. EL added that there would be 5-6 weeks of manual activities.

EL advised, with the non-implementation of the November Release, a further update would be supplied at the December CHMC meeting.

For further details, please refer to the published slides on the meeting page.

**6 Any Other Business**

**6.1 Modification 0687 - Creation of new charge to recover Last Resort Supply Payments XRN4992**

PO and SH provided an overview and explained that the industry had been awaiting the Ofgem decision in relation to this Modification, which was originally first raised in May 2019. PO explained that Xoserve were not asking for a formal decision at this stage, as a consensus of support would be welcomed. PO overviewed the interim and enduring solutions and noted these would include the scope of the Modification and the associated changes.

RP queried if the 01 April 2022 for the interim solution was realistic and if there was sufficient time, bearing in mind the next meeting was 08 December 2021 and Ofgem still had to make the formal decision by the end of November 2021.

PO said that there was still option to ‘work at risk’ if needed and that Ofgem were fully aware of the timelines and the proposed implementation date. Ellie Rogers (ER) confirmed that she was in regular discussions with Ofgem and that the ‘work at risk’ option, would have to be the decision of the ChMC, if Ofgem did not made the decision.

RP stated he did not think ‘working at risk’ was an option. SH asked if the ChMC were happy with the approach? LOS asked the members if any individual had any comments or issues and with the approach and none were voiced.

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

**7 Diary Planning**

Further details of planned meetings are available at: [www.gasgovernance.co.uk/events-calendar/month](http://www.gasgovernance.co.uk/events-calendar/month)

Time/Date	Venue	Programme
10.00 Wednesday 08 December 2021	Microsoft Teams	Standard Agenda

**Action Table (as of 10 November 2021)**

Action Ref	Meeting Date	Min Ref	Action	Owner	Status Update
<b>0801</b>	11/08/21	3.1.6	Xoserve (PO) to present the CCR for XRN5318 and 5319 – MPID Reassignment of Supplier Short Code and other Party Types and provide feedback from the DSG meeting.	Xoserve (PO)	<b>Carried Forward</b>
<b>1101</b>	10/11/21	2.1	Xoserve (JR) to review and simplify the finance tracking spreadsheet.	Xoserve (JR)	<b>Pending</b>