

UNC DSC Extraordinary Change Management Committee Minutes Friday 29 July 2022

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)			
Tom Stuart + Alternate for Guv Dosanjh	(GD)	Wales & West Utilities	DNO Voting
Richard Loukes + Alternate for Bill Goode	(RL)	National Grid	NTS Voting
Michelle Brown Alternate for Heather Ward & Kundai Matiringe	(MB)	Energy Assets	IGT Voting
CDSP Change Management Representatives (Non-Voting)			
Emma Smith	(ES)	Xoserve	
Observers/Presenters (Non-Voting)			
Clare Manning	(CM)	EON	
David Mitchell	(DM)	SGN	
Molly Hayley	(MH)	Xoserve	
Peter Hopkins	(PH)	Xoserve	
Simon Harris	(Sha)	Xoserve	
Copies of all papers are available at: http://www.gasgovernance.co.uk/dsc-change/290722			

Please note these minutes do not replicate and may not include detailed content provided within the presentation slides, therefore it is recommended that the published presentation material is reviewed in conjunction with these minutes. Copies of all papers are available at: <http://www.gasgovernance.co.uk/dsc-change/290722>

1. Introduction

Bob Fletcher (BF) welcomed all to the meeting and confirmed the meeting was quorate. It was noted that the BER discussion was for a Shipper User funded change that might also be of interest to DNO, NTS and IGT members.

1.1. Apologies for absence

Guv Dosanjh, Cadent
Bill Goode, National Grid
Heather Ward, Energy Assets
Kundai Matiringe, BUUK

1.2. Alternates

Tom Stuart for Guv Dosanjh
 Richard Loukes for Bill Goode
 Michelle Brown for Heather Ward and Kundai Matiringe

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		
Tom Stuart + Alternate Guv Dosanjh	DNO	2 votes
Richard Loukes + Alternate for Bill Goode	NTS	2 votes
Michelle Brown Alternate for Heather Ward and Kundai Matiringe	IGT	2 votes

1.4. Approval of Late Papers

There were no later papers.

1.5. Actions

BF clarified that it is not usual practice to consider actions at an extra-ordinary meeting, however, the actions to be considered were taken at the previous extra-ordinary meeting specifically for consideration during this meeting.

0701: Xoserve (PH/JR) to provide a detailed cost breakdown of XRN4990 in relation to Test Costs,

1. identifying what costs are specific to the change should the interface tests not be in scope; and
2. what costs are specific to testing the new interface over and above those required for the change

Update: Simon Harris (SH) confirmed this will be covered in the material provided for the meeting. **Closed**

70702: DSC Change Management Committee (all) to consider if the principles for allocating costs against changes should be amended where there is an identified benefit for future changes.

Update: It was agreed that this action will be carried forward to the next meeting for further consideration. **Carried Forward**

0703: Xoserve (JR) to communicate to all DSC Change Management Committee Members on Monday 25 July 2022 updating the position of the BER for UK Link February 2023 Major Release, in readiness for the Extraordinary meeting on Friday 29 July 2022

Update: SH confirmed the communication was issued on Monday 25 July 2022. **Closed**

2. Approval

2.1. BER for UK Link February 2023 Major Release

Simon Harris (SH) provided an overview of the conclusions from the meeting held on 22 July 2022 and clarified that the Committee agreed to defer approval for XRN4990 - Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4 (MOD0664) to be included in the UK Link February 2023 Major Release scope until this meeting, to enable Xoserve to provide details of the costs that were not specific to this change if the interface was not new for the Committee to consider a potential re-distribution of costs.

At the meeting held on 22 July 2022 it was further acknowledged that XRN4990 is driven by Modification 0664VVS – Transfer of Sites with Low Valid Meter Reading Submission Performance from Classes 2 and 3 into Class 4 and that non-approval could result in the implementation being de-scoped from the February 2023 Major Release.

SH confirmed that the focus for this meeting is to seek approval for BER5533 – UK Link February 2023 Major Release, which will include implementation of XRN4990, so that it can move into the Delivery phase.

SH explained that under the remit of XRN4990 there are certain elements that relate to the feed of data from DDP to UK Link that would only need to be carried out once, as a one off activity that was not specific to this change and was therefore of wider industry benefit.

SH confirmed the one-off activities and advised these amount to £45,000, and that this would mean, of the total £225,000 costing, £45,000 could be considered for redistribution across other constituencies and that £180,000 was specific to this Change.

SH further clarified that XRN4990 is currently reliant on 100% Shipper funding.

When Richard Loukes (RL) sought clarification that National Grid are not considered to be included in any redistribution of votes, if the Committee decided on this approach), as they would not utilise DDP going forward, Emma Smith (ES) confirmed that would be a fair assumption.

The Committee were asked to consider the funding and who might benefit from the change and how much, if any of the funding, should be apportioned across the other constituencies.

Claire Louise Roberts (CLR) commented that it is a difficult situation, and at the moment, it is unknown if the functionality is going to be reusable. She further noted if it would be possible to ring-fence the £45,000 so that it could be redistributed at point in the future.

ES advised there is currently nothing in the Business Plan to do this and that sharing of costs does get complicated, particularly if you were to move into a different budget year. ES further confirmed that CDSP are remaining neutral in the redistribution of costs decision and that it is critical that approval or non-approval is determined today in order for XRN4990 to be included in the scope of BER5533.

Lisa Saycell (LS) mentioned there has been challenges previously where one constituency has benefited but the costs have been spread across the community and said it would be useful to understand how this type of issue will be managed going forward.

ES agreed to consider this type of scenario going forward and consider, where there are one-off reusable functionalities being included in design, presenting the costing differently so that it is clear.

When BF asked if this topic might be raised at one of the DSC Governance meetings, ES noted there is scope to add an improvement at the end of the Factory Model that was introduced at the DSC Change Management Committee.

Shipper Representatives were asked to approve XRN4990 being incorporated into the scope of BER5533. 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

This concluded the meeting and the Committee members thanked CDSP for providing the extra information within a short timescale.

3. 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 10 August 2022	Monday 01 August 2022	Microsoft Teams	Standard Agenda

Action Table (as of 29 July 2022)

Action Ref	Meeting Date	Min Ref	Action	Owner	Status Update
0701	22/07/22	2.1	Xoserve (PH/JR) to provide a detailed cost breakdown of XRN4900 in relation to Test Costs, 1. identifying what costs are specific to the change should the interface tests not be in scope; and 2. what costs are specific to testing the new interface over and above those required for the change.	Xoserve (PH/JR)	Closed
0702	22/07/22	2.1	DSC Change Management Committee (all) to consider if the principles for allocating costs against changes should be amended where there is an identified benefit for future changes.	All	Carried Forward
0703	22/07/22	2.1	Xoserve (JR) to communicate to all DSC Change Management Committee Members on Monday 25 July 2022 updating the position of the BER for UK Link February 2023 Major Release, in readiness for the Extraordinary meeting on Friday 29 July 2022.	Xoserve (JR)	Closed