

**UNC DSC Extraordinary Change Management Committee Minutes**  
**Monday 25 October 2021**  
**via teleconference**

<b>Attendees</b>				
Kate Elleman (Chair)	(KE)	Joint Office	Non-Voting	
Mike Berrisford (Secretary)	(MB)	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>				
Richard Pomroy	(RP)	Northern Gas Networks	DNO Voting	
Richard Loukes (Alternate for Andrea Godden)	(RL)	National Grid	NTS Voting	
Heather Ward	(HW)	IGT Representative	IGT Voting	
Kundai Matiringe	(KM)	IGT Representative	IGT Voting	
<b>CDSP Change Management Representatives (Non-Voting)</b>				
Emma Smith	(ES)	Xoserve		
James Rigby	(JR)	Xoserve		
Paul Orsler	(PO)	Xoserve		
<b>Observers/Presenters (Non-Voting)</b>				
Andy Clasper	(AC)	Cadent		
Andy Simpson	(AS)	Xoserve		
Dave Turpin	(DT)	Xoserve		
Graeme Cunningham	(GC)	Centrica		
James Barlow	(JB)	Xoserve		
Lee Dittrich	(LD)	British Gas		
Rachel Taggart	(RT)	Xoserve		
Sally Hardman	(SHa)	SGN		
Simon Harris	(SH)	Xoserve		
Steve Pownall	(SP)	Correla		
Tracy O'Connor	(TOC)	Correla		
Copies of all papers are available at: <a href="https://www.gasgovernance.co.uk/dsc-change/251021">https://www.gasgovernance.co.uk/dsc-change/251021</a>				

**1. Introduction**

Kate Elleman (KE) welcomed all to the meeting and provided a brief background to the meeting.

**1.1. Apologies for absence**

Andrea Godden, NTS Representative (National Grid)

Guv Dosanjh, Transporter Representative (Cadent)

**1.2. Alternates**

Richard Loukes for Andrea Godden

**1.3. Confirm Voting rights**

KE confirmed the voting rights as follows:

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>		
Richard Pomroy	DNO	1 vote
Richard Loukes (Alternate for Andrea Godden)	NTS	2 votes
Heather Ward	IGT	1 vote
Kundai Matiringe	IGT	1 vote

**2. Design & Delivery**

**2.1. November 2021 Release**

Opening the discussions, James Rigby (JR) explained that in the opinion of Xoserve, and subject to the route that these discussions take, the Committee Members may not be asked to take a formal vote on the options being presented at this meeting and maybe asked to undertake a meeting later in the week having had more time to review the information provided.

Committee Members were asked to note that recommending potentially delaying the November 2021 Release was not a decision that Xoserve had taken lightly – in short, it is a question of balancing risk against delivery during the current unstable market conditions. Parties in attendance also recognised that deferring the release until January 2022 had its own risks.

JR then went on to provide a brief overview of the Xoserve *‘Impact Assessment to SoLR process of the November 2021 Release’* presentation during which the following key items were noted (by exception):

Recommendation slide

Committee Members noted that of the three potential options outlined, option 3 carries the least risk as it would mean all changes are delayed beyond the currently planned SoLR activities driven from recent escalation in market issues. Option 2 is also viable and would enable the delivery of XRN 5142 (‘DCC Service Flag’ change), but would carry some risk given that it introduced change to the platform (albeit indirect).

Parties were asked to note that there are REC / SEC / UNC changes involved in this release.

Risk Factors taken into consideration slide

JR advised that work on the Impact Assessment had commenced on Monday 18 October 2021, only culminating on Friday 22 October 2021 hence the short time for Committee Members to consider the information provided.

It was pointed out that the risk associated with item 2 in the table reflected a potential ‘worst

case scenario' through to, and including, Christmas 2021.

It was noted that in respect of item 6, some of the BAU defects observed relate to the meter reading processes which would potentially place a resourcing constraint on Xoserve going forward.

When asked whether any 'drop dead' decision dates had been considered / identified, Paul Orsler (PO) responded by suggesting that as other energy codes are impacted, the sooner a decision is made, potentially the better – JR advised that it is intended to identify the soonest available date under which to make a decision, but certainly no later than 04 November 2021.

Bundling Options Considered slide

In noting that of all the 7 options listed, option 3 represented the lowest risk on the grounds that there are no common code impacts involved, PO also advised that there are no known read frequency related impacts involved, only allowable value related ones.

Available deployment options & dependencies slide

In referring to the Xoserve green recommendation (the current preferred option) to delay the entire release until January 2022, PO informed those in attendance that it had recently come to light that '5142' involves electricity market elements which would require careful co-ordination, especially on any issues relating to the electricity DNO's aspects.

In briefly debating what might happen if the release is deferred until January 2022 and it becomes apparent that the timing is once again unsuitable, JR explained that Xoserve are looking at risk management aspects going forward, although parties should note that there is no easy answer, and we can only go with what we know now. Supporting this statement, Andy Simpson (AS) provided a brief explanation behind the production code change process and how this might potentially impact on a January 2022 delivery date.

Next Steps slide

When discussing dates for making a decision on what to do with the November 2021 Release, KE suggested that as there is already an extraordinary DSC Change Management Committee meeting scheduled for Monday 01 November 2021, this could easily be expanded to include a decision on the November 2021 Release.

PO pointed out that this would not only allow additional time for Xoserve to engage with the other Code bodies, it would also enable consideration of how best to react to potential descoping aspects should any arise as a consequence of the discussions undertaken at the 01 November 2021 meeting.

Committee Members were asked to approve deferral of a decision on the November 2021 Release options until the 01 November 2021 DSC Extraordinary Change Management Committee meeting, subject to no request for an earlier decision from the DCC due to them having a deadline (drop dead decision date) requirement.

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>
Richard Pomroy	1	For

Richard Loukes	2	For
Heather Ward	1	For
Kundai Matiringe	1	For
<b>Total</b>	<b>5</b>	For

Concluding discussions, PO thanked parties for their feedback, but at the same time advised that Xoserve remains concerned about the potential impacts of the Smart Energy Code MP077 – Service Provider Change aspects.

PO then went on to explain that he would now look to contact the DCC to discuss the potential DCC Delivery Plan related impacts, which could result in the DSC Change Management Committee needing to make a decision on the November 2021 Release by the end of this week at the latest, rather than waiting until the 01 November 2021 meeting – PO would look to provide a view to Committee Members as soon as practicably possible.

## 5 Next Steps

Subject to no adverse comments from the DCC, the November 2021 Release date would next be considered, and a decision on the preferred option made, at the 01 November 2021 DSC Extraordinary Change Management Committee meeting.

## 6 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
09.00 Monday 01 November 2021	Microsoft Teams	DSC Extraordinary Change Management Committee Agenda