



## DSC Delivery Sub Group

Monday 23<sup>rd</sup> October 2023 at 10:30am  
Microsoft Teams Meeting

### Meeting Minutes

Industry Attendees		
NAME	ORGANISATION	INITIALS
Tim Wright	MBGP	TW
Daniel Keaney	Utilita	DK
Jo Hargreaves	Centrica	JH
Paul Main	British Gas	PM
Ross Eaton	Total	RE
George MacGregor	Utilita	GM
Sally Hardman	SGN	SHA
Paul Senior	Utilita	PS
Andrew Rowlands	ESG Global	AR
Reece Stephens	Ecotricity	RS
Graeme Cunningham	British Gas	GC
Dick Lukas	N/A	DL
Kirsty Dudley	EON	KD
Anna Shrigley	ENI	AS
Matthew Owen	SEFE	MO
Tom Stuart	WWU	TS

Xoserve/Correlate Attendees	
NAME (Chair) Paul Orsler	PO
James Barlow	JB
Steve Pownall	SH
Tahera Choudhury	TC
Loraine O'Shaughnessy	LOS
Vikki Orsler	VO

Slides available [here](#).

## **1. General Meeting Administration**

### **1a. Welcome and Introductions**

Paul Orsler (PO) started the meeting and informed all attendees that this meeting is being audio recorded for the purpose of producing the minutes and each recording will be deleted once the relevant minutes have been signed off. PO informed the attendees of the agenda.

### **1b. Previous DSG Meeting Minutes and Action Updates**

PO asked for feedback on the minutes from the previous Delivery Sub-Group (DSG) occurrence; no comments received. The minutes were approved. PO shared the action log and confirmed that there were no current open actions. PO advised that Loraine O'Shaughnessy (LOS) will be taking the minutes of this meeting today.

## **2. Changes in Capture**

### **2a. New Change Proposals – Initial Overview of the Change**

#### **2a.i. XRN 5690 - Creating a loadable Billing Calendar File for DSC Customer**

PO advised that this Change Proposal raised by EON, was approved at Change Management Committee in October and is a long time coming as part of a continuous improvement change and relates to CDSP's Billing Calendar. PO explained that currently CDSP email the Calendar to customers and leave the PDF document for Customers to review the payment due dates and Invoice information. PO explained that the current PDF Document is a flat document and does not lend itself to be downloaded by customers to allow the dates to be streamlined into Invoicing Activities. EON have requested this change to create this in a format that would allow customers to download. This change would enable stakeholders to load the billing dates into their own systems and as such the availability of the data in a more flexible format (.CSV) which would streamline this process for all parties, The impacted parties are Shipper, DNO's and National Gas Transmission.

PO explained that CDSP, are looking to put in place customer requirements and solution options available in different ways to make this billing calendar more beneficial for customers to use.

PO asked if anyone had any questions particularly from a DN or Shippers perspective and if Shippers feel that this would be a beneficial change and if it would be supported if improvements were made. Jo Hargreaves (JH) confirmed that her organisation would support this. PO asked from a DN perspective if any views, Sally Hardman (SHA) advised that she had reached out to parties who currently receive this from CDSP, and they do not currently use this information and feels that going forward this would be unlikely. PO thanked SHA for that useful information.

PO advised that a couple of questions had been raised about this change already and PO confirmed that CDSP would look to provide any version of the calendar going forward and make sure this and

any version of the Billing Calendar, would be to look to make this available on the website throughout the year.

## ***2b. Change Proposal Initial View Representations - None for this meeting***

## ***2c. Undergoing Solution Options Impact Assessment Review***

### ***2c.i. XRN 5585 - Flow Weighted Average Calorific Value – Phase 2 Service Improvements.***

PO confirmed, this change is currently going under impact assessment review and was issued in the October Change Pack to DN representatives, and is of interest to National Gas, Transmission, and operator in the Isle of Grain. PO provided an overview of the change, functionality and costs impacted by this change pack that is to be introduced.

PO advised, SHA that Steve Pownall has set up a separation session this afternoon to encourage as many DN's as possible to discuss the impact assessment and solutions provided. SHA confirmed it was in her diary. PO advised he wanted to go through this and wanted to ensure other DNs were aware also. PO provided the background to this change from slides 11-13 explaining that the CDSP implemented XRN5231 Phase 1, on 1<sup>st</sup> September 2022 – Provision of a Flow Weighted Average Calorific Value (FWACV) Service.

Following implementation, the CDSP became responsible for operating the calculation of Local Distribution Zone (LDZ) average Calorific Values on behalf of our Distribution Network customers.

During delivery of the FWACV Solution, several Distribution Network requirements and process improvement opportunities were identified by CDSP and Distribution Networks, the scope of which have been agreed to be progressed further under - [XRN5585 - FWACV Phase 2 Service Improvements](#) and covers scope of additional requirements, Business improvement opportunities and automating some of those requirements.

This was agreed for a later delivery and is looking at automating some of the elements. PO explained there are number of emails to amalgamate and simplify and better coordinate for customers and DN's that receive these to ensure that they get the right information in right part of their business in the right timescales to support the calculation activities that CDSP undertake.

These requirements and process improvement enable the service to be operated in a more efficient and effective manner and in turn will improve the interactions that Distribution Network operational teams manage.

PO provided a summary below of the new requirements and process improvement opportunities that have been identified fall into the following areas.

#### **Service Enhancements (new requirements);**

- Reduce the frequency/volume of CDSP email notifications issued to DNOs
- Rationalise process/data flow interactions by amalgamating datasets e.g. combined Loss of Record notifications.
- Route information to the relevant DNO operational contacts

- Assess additional opportunities to improve the efficiency/effectiveness of the FWACV Service

#### **Opportunities to reduce Service and Operate costs via Automation of Manual Processes**

- i.e., Automation of certain processes that were implemented as part of the FWACV solution under XRN5231

PO at this point asked if anyone had any questions on this, no questions were raised. PO then went on to explain the 2 Solution Options proposed from slide 12, which will be discussed further to the DN's later today.

Option 1 - Service Enhancements to include automation.

Option 2 – Service Enhancements Only, the Must have solutions.

PO noting that Option 2 provides the following additions that Option 1 does not,

#### **+ Automation of Manual Processes:**

- Upload and validate data received from DNOs, National Gas and Grain LNG via email.
- CV, volume & energy values
- Existing and new site configuration updates
- Loss of Record (LOR) data

PO explained that this would mean more to the DN operational teams that interact with this process. and the technical change and configuration being assessed by the change.

PO advised that this is considered a high impact to CDSP as this is a critical industry calculation that is run and managed by the CDSP, and therefore; very limited risk can be avoided for these core activities, from a DN customer impact, PO explained that this would be medium impact as it is not seen as wholesale system changes but more system enhancements, the 'Release type' for both options, would be a Major or standalone as an Adhoc release.

In terms of the cost, PO advised that **Option 1, to automate and include system enhancements** would be approximately £418,000, this would cover 100% of customers' requirements. It is expected that this option could save approximately £108,000 pa on Service and Operating costs. PO confirmed that this will be discussed further with DN's at the meeting later today.

PO advised that **Option 2 Service enhancements only without automation**, would cost approximately £374,000 and have the same release and coverage for Option 1 solution with no Service and Operation Savings.

PO advised that the Options are currently out for consultation until the 30th October and views are sought from the DN Customers before a preferred solution is progressed into Detailed Design and confirmed and explained the mechanism for submitting the reps.

PO asked, if anyone had any questions on the preferred solutions discussed. No questions were raised. As PO advised there is a dedicated session later today with DN's.

### **3. Changes in Detailed Design**

#### ***3a. Design Considerations – None for this meeting***

PO explained nothing to report on this month but is expecting a couple of items next month.

### **4. Release/Project Updates**

#### ***4a. XRN5647 - Minor Release 11 – September 2023***

PO provided a summary of project updates for this month, confirming the recently delivered changes in September 2023 currently in Post Implementation Support, as detailed below, advising that the CCR will be shared for approval at the November Change Management meeting.

Those delivered were: -

- XRN5316 – Rejecting a replacement read with a pre-Line in the Sand (LIS) read Date.
- XRN5547 – Updating the Comprehensive Invoice Master List and INV Template
- XRN5651 – Updates to Class 3 and 4 inner tolerance ranges used in meter read validation process.

PO explained that the most relevant particular to shipper customers is XRN 5547 which introduced associated changes to clarify within CDSP invoices where Domestic reverse charge maybe applicable and would need to be reviewed by customers receiving those customer types. Secondly XRN5651 CDSP have revised the tolerances in the Meter read processes to widen the AQ tolerance CDSP apply to avoid rejections that large customers were receiving last winter. Hopefully, this winter we will see an improvement and positive outcomes and start to see the benefits of this change to avoid rejections that customers were receiving last year and accepted first time without the need of an override flag being set. We will be reporting back to customers on benefits from this change and if this has given the return on investments.

We will be looking at agreement of closedown report in the November Change Management meeting assuming no defects to ensure close down the project.

PO asked if any question. No questions or concerns raised.

#### ***4b. November 23 Major Release***

PO advised that there has been a number of direct customer engagement in this project to include the scope:

- XRN5186 – Modification 0701: Aligning Capacity booking under the UNC and arrangements set out in relevant NExAs – PO also noted that following approval of MOD 0853S the CDSP has the permission to apply changes to booked capacity in the circumstances where a shipper has not taken appropriate action.

Direct interaction with Shippers directly impacted with this change so that those sites can be migrated with a compliant booked capacity provision and is working very well and will introduce the functionality to automatically reject any request that exceed the NeXA agreement going forwards.

- XRN5482 – Replacement of reads associated to meter asset technical details change or update (RGMA). PO presented this agenda item. Most of the functionality 5186.

To submit replacement reads into a data flow, On this change it is absolutely value added and no customer will need to take this on, but we are happy to work with customers who want to adapt this change into their processes and organisations to reduce the number and requests for adjustments into associated sites of not being able to replace those meter reads.

PO asked if anyone had any questions about the above changes or Mod 0701, PO advised that hopefully by the time we come back next month we should be reporting on progress with this activity.

### 5a. Change Pipeline

PO presented this item and the Delivery Plan for September 2023 – March 2024, XRN Major Release 11 is reporting green as discussed earlier and will be awaiting closedown in November. PO noted those the proposed delivery that could be scheduled for February 2024, Major Release to be XRN 5604, 5605 and 5607. These were shared with committee in October and fully agreed these costs and will be discussed shortly.

PO advised that delivery plan between September and October, you can track dates against release column highlighted on the slide, the two changes I mentioned in November, XRN 5567, which is REC CP067 and is on track to be implemented in December and on track to be delivered. Indicative implementation for XRN 5658 in January links to Mod 831 and 831a, awaiting Ofgem decision on this Modification, before changes to the UIG table, and this is indicative, and we will firm up the implementation on this.

PO also confirmed that XRN5604, 5605, 5607 is expected to be delivered in February release and should be delivered on 24th February and will confirm this to customers next month.

There are a number of changes in the backlog for those who have not attended ChMC, these are shown on the slides, and when the next step is for the next delivery. Our Update at the ChMC we advised we would plan to issue a Change Pack for instance the FWACV which we have done so today. Please review if you are an impacted party or funded party and if any information triggers a question, please email the [uklink@xoserve.com](mailto:uklink@xoserve.com).

Confirming Changes on Hold we have reached out to a couple of customers, XRN 5187 has been withdrawn as Modification was rejected by Ofgem and will come off the log, XRN 5144 looking to close down shortly, and we have contacted the DN's XRN5453 on what to do next with this change.

PO went through the Change Pack Consultation Plan, confirming that XRN 5585 has been issued for consultation and XRN 5614 will be issued in November to Shippers and IGTs and change pack on

XRN 5665 to give you a forward view over next view weeks which we have been requested to do so by the DN's, PO noted that this may change over the course of the next few weeks.

## 6. AOB

PO asked if anyone had any questions on the topics discussed or any new topics, Jo Hargreaves (JH) said this information has been helpful and asked if this would be updated monthly which PO confirmed would be the case and to the wider group. PO then asked if any colleagues from CDSP or Correla had any questions. No questions had been raised.

PO confirmed if anyone needed to reach out or had any questions, please email [uklink@xoserve.com](mailto:uklink@xoserve.com)

That concluded the October DSC Change Management Committee DSG meeting.