



DSC Delivery Sub Group

Monday 20th March at 10:30am
Microsoft Teams Meeting

Meeting Minutes

Industry Attendees		
NAME	ORGANISATION	INITIALS
Joanne Rush	SSE	JR
Paul Senior	ISE	PS
Sally Hardman	SGN	SH

Xoserve Attendees	
Paul Orsler (Chair)	PO
Simon Harris	SH
Chan Singh	CS
James Barlow	JB
Jo Williams	JW

Slides available [here](#).

1. General Meeting Administration

1a. Welcome and Introductions

1b. Previous DSG Meeting Minutes and Action Updates

Paul Orsler (PO) introduced the meeting and the minutes from the previous meeting were accepted and approved by DSG representatives. The Action Log was reviewed, and it was confirmed that there are no open actions at present.

2. Changes in Capture

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

2a.i XRN5615 – Establishing/Amending a Gas Vacant Site Process (Modification 0819)

PO presented this agenda item. PO provided a brief overview of the Change which can be viewed within the slide deck.

2a.ii XRN5579A – Long Term Flow Swap Automation

PO presented this agenda item. PO provided a brief overview of the Change which can be viewed within the slide deck.

2b. Change Proposal Initial View Representations – None for this meeting

2c. Undergoing Solution Options Impact Assessment Review

2c.i. XRN5604 – Shipper Agreed Read (SAR) exceptions process (Mod 0811S)

JB presented this agenda item. JB advised that this change has been raised to develop a SAR exception process. In addition, this is based around conversations between parties, where the incumbent registered user does not submit the agreed read, therefore this gives a new route for the outgoing Shipper to supply that read that has been agreed. JB advised the other part to call out is that the incumbent would be able to use this process where the agreed read exceeds the market breaker tolerance, so the reasoning behind that is if those two parties have agreed on the correct read, regardless of exceeding the market breaker tolerance should it be deemed not to be correct when obviously both parties are aligned. JB advised that epic level requirements want to ensure that the transfer reads agreed or are accepted on supply point register.

Furthermore, JB stated that as you go through the requirements, they are broken down into user stories. The CDSP wants to enable Shippers to be able to submit that type of read and then the next step the CDSP wants to be able to validate it and notify the submitting user where that submission is invalid.

The next requirement refers to the Shipper being able to reject the COMR so that the COMR is not entered into the supply point register. In addition, the requirement will look to allow the CDSP to process a COMR rejection so that the read is not progressed, alongside this the Shipper would require a notification that a COMR they submitted has been rejected. This allows the Shipper to discuss the rejection with the non-submitting user.

2c.ii. – XRN5605 – Amendments to the must read process (IGT 159V)

JB presented this agenda item. XRN5605 has been raised to deliver the requirements of IGT Modification 159, Amendments to the Must Read process. JB advised the modification has been raised to update the IGT must read process to ensure it is fit for purpose. This includes making the following changes:

- Placing a timeframe on the must read being provided by the IGT to ensure it aligns with the current validation window.
- Allowing Shippers a mechanism to exclude SMPs from the IGT must read process which have a known meter issue preventing reads being obtained.
- Excluding SMART, AMR and DCC Active SMPs from being included in the IGT must read process.
- Where there is a Supplier of Last Resort (SoLR) or Change Of Shipper (CoS) event, allow a 4 month pause in the relevant SMP(s) entering the IGT must read process.
- Ensuring Performance Assurance Committee (PAC) are provided the relevant information about the IGT must read process.

JB added that the customer level requirements have been drafted and submitted for impact assessment. Furthermore, JB stated the epic level requirements look at updating the must read process to ensure the only valid must reads are sourced and submitted.

- Requirement: is around validating the must read that has been submitted by the IGT and must read is within the 25 day rule and where it is not, the CDSP will issue a message back to the IGT to exclude smart enabled devices.
- Requirement: This requirement refers to a supply point meter where the meter has been flagged as having an issue that could be flagged by the IGT or Shipper.
- Requirement: This is to enable IGTs and Shippers to be able to notify the CDSP that the meter that has flagged as an issue with that given meter. Therefore, the requirement is for the Shipper to do it.

JB advised customers to have a full review of the slide deck to understand all requirements listed for this change.

2c.iii. XRN5607 – Update to AQ Correction Processes

JB presented this agenda item. This change has been raised to deliver the requirements of Modification 0816

XRN5607 – Update to AQ Correction Processes (Modification 0816S) seeks to add two further 'eligible causes' to the Annual Quantity (AQ) amendment process within TPD G2.3.21 and to prevent AQ amendments being processed where there is a de-minimis change in value to the AQ. High-level changes:

- Creation of two new AQ amendment 'eligible causes' (AQ reason codes) which Shippers can utilise to request a change to the AQ of their Supply Meter Point (SMP):
- Erroneous AQ based on read history
- Change in operation and/or use
- A change in current validation for existing and the two new reason codes, (excluding existing reason code 4 – read tolerance), to be introduced under this change. This validation should reject AQ amendment submissions which only request a de-minimis change in AQ to the current value. This de-minimis value should be parameterised with the initial value being 5%.

- The existing Performance Assurance Report Registers (PARR) report detailing the volumes of AQ amendments submitted per reason code and Shipper needs to be updated to include the two new reason codes.
- In addition, the change will review the manual process introduced under Modification 0736 / XRN5237 to validate AQ corrections made using reason code 3 'Commencement / Discontinuance of Business' with a view to automate

JB added that customer level requirements have been drafted and submitted for impact assessment. The epic level requirements refer to Shippers wanting better defined AQ correction reasons to be available and all reasons appropriately validated so that the AQs can be corrected in a controlled manner.

2d. Solution Options Impact Assessment Review Completed – None for this meeting

3. Changes in Detailed Design

3a. Requirements Considerations – None for this meeting

3b. Design Clarification

3b.i. UK Link Manual X09/X10 Cosmetic Update

JB presented this agenda item. JB advised tis change pack is looking to advise on correction to the field description 'SUPPLY_METER_POINT_CLASS' in both of the following record file layout live documents, which are used in the .SCR file hierarchy:

- X09 CLASS CHANGE RESPONSE V1.2L
- X10 CLASS CHANGE CAN RESP V1.2L

JB advised the correction was acknowledged following a customer query in January 2023 related to XRN4990.

3b.ii. XRN 5602 – Releasing of unused capacity under a specific set of circumstances (Modification 818)

PO presented this agenda item. PO provided a brief background on the change pack explaining that it is looking at an operational and iterative process where the networks and Shippers determine the capacity that needs to be released if it was unused. JB added that the process is quite manually intensive and involves a lot of monitoring more than their thing in terms of what the activities there are on the SMP and some soft-landing rules.

3b.iii. XRN 5556.C – Contact Management Service (CMS) Rebuild. Version 1.2 Clean

JW presented this agenda item. JW advised that this change pack was originally issued in October approved in November 2022. This iteration of the change pack includes minor changes to the actual file format itself and that mainly due to the team going through processes such as RFAs, the CMS team have identified that it would be more beneficial to have additional columns in the actual file itself. This was supported by feedback from the industry participants that use the current response files. JW advised that the previous change pack suggested that the CDSP will not send out response files, there has ben more feedback from the industry to state that they do use them.

Furthermore, JW advised that the change pack has included multiple attachments of what the files will look like as well as the response files. To add to this, there has been a removal of the consumption dispute query contact code, therefore rather than the RFA and CDQ processes being separate, they are being merged.

3b.iv. Maintenance of a Capacity Plan

PO presented this agenda item. PO advised this is a 6 monthly change pack that is issued out to customers. The intention is to make sure that the UK Link system performance and non-functional requirements are articulated so that customers have an opportunity to feed into those. This will allow for potential planning of performance enhancements or maintenance work into the UK Link estate. PO advised that this Change pack includes information about some of the changes that CSS introduced into the UK Link estate. PO added that the CDSP is looking for views from customers on utilisation of supply point enquiry, nominations, class changes and meter read performance.

4. Major Release Update

4a. February 23 Major Release

PO advised that the project is tracking to green and was successfully implemented in February. Po advised that the CDSP is waiting to deploy first usage on XRN4992B. PO added that the project team have been able to check all of the implementation activities outside for all of those changes, however there has been a number of those change that are not yet active because the trigger for those changes are pending certain sort of industry activities such as the transfer of sites with low read submission. PO added that the application of class change amendments will not happen until later in the year, in accordance with the industry rules that the CDSP is delivering to.

4b. March 23 Adhoc Release

PO presented this agenda item. PO advised that there are two agreed changes that are on track with a go live of 1st April 2023.

Scoped Changes:

- XRN5143 – Discharge of Cadent, WWU and NGN NDM sampling obligations by the CDSP
- XRN5379 – Class 1 Read Service Procurement Exercise - MOD 0710

PO advised the cost of the release is tracking to amber status due to prerequisite activities that are being closely monitored, tracked and worked on by the project team.

4c. June 23 Major Release

PO presented this agenda item. PO advised that following an impact assessment, ChMC have decided to defer implementation of XRN5186. This change has been removed from the scope of the June release following that decision, the team are looking to replan the deployment of XNR5186 into the November release which is currently being scoped and planned by the CDSPs internal teams. PO called out that the June release will no only

contain XRN5091. PO advised if any customers have any questions to contact the project team or CDSP via PO and the teams would be available to discuss any queries.

5a. Change Pipeline

PO presented this agenda item. PO explained there the scope of the February, March and June releases have been discussed, however the proposed scope for November 2023 release is looking to be presented at ChMC in the future meetings. PO advised that the backlog will be looking to be presented in priority order going forward, within an agreed list. PO added that he will be looking to share dates on that when proposed material will be issued out. Furthermore, there is also a view on the Change delivery plan that has also included a prospective February 2024 major release.

6. AOB

This was the end of Monday 20th March DSC Delivery Sub Group meeting. Next Meeting: (Monday 24th April 2023)

If you have any questions relating to the above meeting minutes, please email uklink@xoserve.com