



DSC Delivery Sub-Group

Monday 20th March
2023

1b. Previous DSG Meeting Minutes and Action Updates

- The DSG Actions Log will be published on the DSG pages of [Xoserve.com](https://www.xoserve.com)



2. Changes in Capture



2a. Change Proposal – For Initial Overview of the Change

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- XRN5615 - Establishing/Amending a Gas Vacant Site Process (Modification 0819)
- XRN5579A - Long-Term Flow Swap Automation

XRN5615 - Establishing/Amending a Gas Vacant Site Process (Modification 0819)

Customer Parties	Impacted Parties	Change Type	Priority	Proposer
Shipper	X	Regulatory	High	Centrica
Distribution Network Operators (DNOs)	X			
National Gas Transmission (NGT)				
IGTs	X			
This vote is to approve the change into development				

Change Description - [Link to CP](#)

This Change Proposal has been raised to deliver the requirements outlined in Modification 0819 Establishing/Amending a Gas Vacant Site Process.

Modification 0819 aims to create a new process for Vacant Product Class 4 Non-Daily Metered (NDM) sites which would allow Shippers to receive commodity and performance relief (immediately) and capacity relief (after 12 months at vacant status) for sites in their ownership.

A SMP must meet the Vacant Site criteria outlined in Modification 0819 and associated guidance documentation for the Shipper to have the ability to effectively manage their Settlement Performance Obligations and Transportation Costs.

DSC Service Area Associated Funding Splits

Service Area 2: Monthly AQ Processes (100% Shipper)
 Service Area 3: Manage updates to customer portfolio (90% Shipper, 10% DNO)
 Service Area 10: Invoicing Customers (88% DNO, 12% NGT)

Proposed Funding split from Proposer

50% Shipper 50% DNO

XRN5579A - Long-Term Flow Swap Automation

Customer Parties	Impacted Parties	Change Type	Regulatory
Shipper		Priority	High
Distribution Network Operators (DNOs)	X	Proposer	National Gas Transmission
National Gas Transmission	X		
IGTs			
For information			

Change Description - [Link to CP](#)

This is the first Change proposal raised against the umbrella CP XRN5579, which covers regulatory, or business value change initiated from November 2022 to March 2023. NGT would like to review the options for automating all or part of the Long-Term Flow Swap process in Gemini Exit (only) for Flow Swaps with the Distribution Network Operators.

Currently the Long-term flow swap process involves a lot of manual effort which results in a risk of errors and re-working which then impact National Gas Transmission's (NGT) reporting obligations through RRP to Ofgem.

Please note - a change Pack for XRN5579A has been issued and is included within Section 4 of the slide pack.

DSC Service Area Associated Funding Split

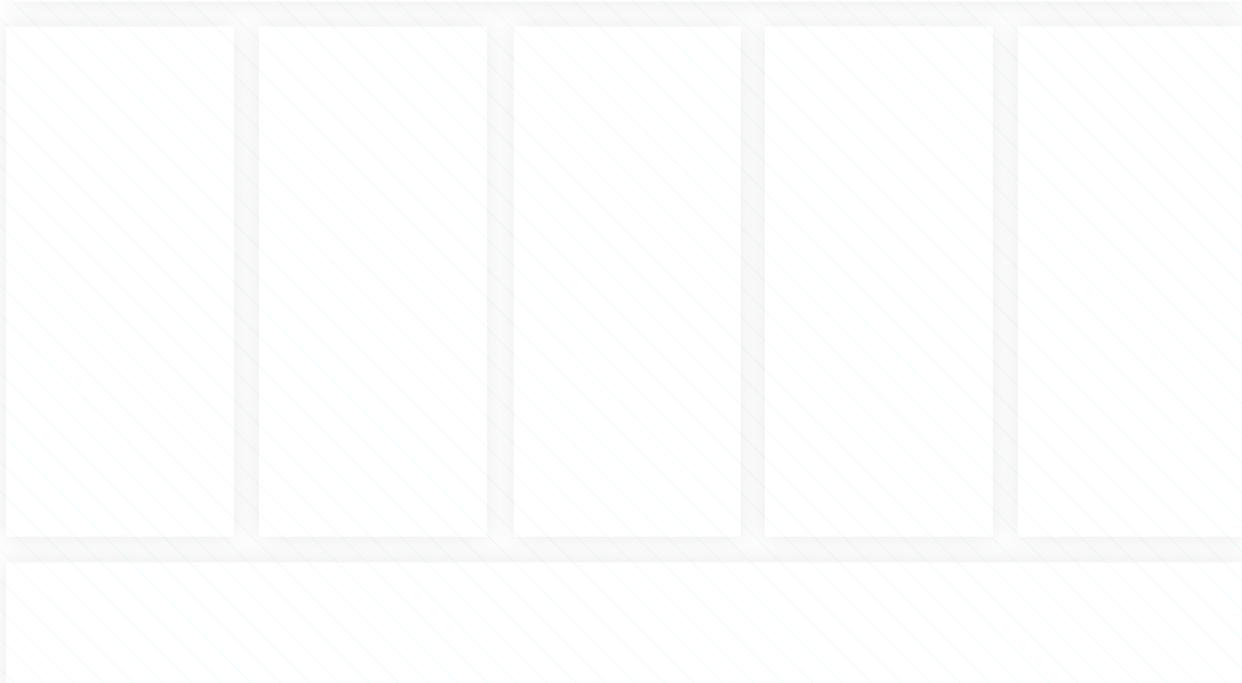
**Service Area 14: Gemini Services
100% NGT**



2b. Change Proposal Initial View Representations

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- None for this meeting.





2c. Undergoing Solution Options Impact Assessment Review

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- 2c.i. XRN5604 - Shipper Agreed Read (SAR) exceptions process (Mod 0811S)
- 2c.ii. XRN5605 - Amendments to the must read process (IGT159V)
- 2c.iii. XRN5607 - Update to AQ Correction Processes

XRN5604 - Shipper Agreed Read (SAR) exceptions process (Mod 0811S)

- This change has been raised to deliver the requirements of Modification 0811S - Shipper Agreed Read (SAR) exceptions process. The modification is to provide a remedy for SARs that have failed to be progressed (exceptions) within a reasonable period to be proactively managed by the Central Data Services Provider (CDSP)
- This change has been raised to deliver the requirements of Modification 0811S - Shipper Agreed Read (SAR) exceptions process. The modification is to provide a remedy for SARs that have failed to be progressed (exceptions) within a reasonable period to be proactively managed by the Central Data Services Provider (CDSP)
- Customer level requirements have been drafted, provided to the proposer, and submitted for impact assessment

XRN5604 – Customer Requirements

Req Id.	As a... (Role)	I want... (Requirement)	So that... (End Result)	Acceptance Criteria	Priority (MoSCoW)	Commentary
EPIC	Shipper	I want to ensure that transfer reads agreed between Shippers are accepted into the Supply Point Register	So that the Meter Reading History for the Supply Meter Point (SMP) is accurate	<ul style="list-style-type: none"> - Outgoing or Incoming Shipper User can submit a Corrective Opening Meter Read (COMR) - The non submitting party can review and reject the COMR - COMR can exceed the outer tolerance - COMR is used in downstream processing - COMR only valid for Class 2, 3 and 4 - Audit trail of each COMR is maintained 	Must	
CR1.0	Shipper	I want to be able to submit a COMR	So that the COMR can be Validated	<ul style="list-style-type: none"> - Function to submit COMR - All required information used to validate the read is requested, this includes tolerance override indicator - Audit trail of COMR is updated and maintained 	Must	
CR1.1	CDSP	I want to validate the COMR	So that only potentially Valid COMR are notified to the non submitting User	<ul style="list-style-type: none"> - Existing validation rules should persist with the following additions and exceptions: -- Is the Supply Meter Point (SMP) one of Class 2, 3 or 4 -- Has the Opening Read been satisfied -- Has a Shipper Agreed Read (SAR) already been entered into the Supply Point Register (if yes, reject) -- Is the transfer older than [2] months -- No inner tolerance validation -- If submitted by incoming Shipper, has Outer Tolerance been breached -- If breached, has the Outer Tolerance override indicator been provided - Audit trail of COMR is updated and maintained 	Must	
CR1.2	CDSP	I want to notify the submitting User of a non valid COMR submission	So that the submitting User can review	<ul style="list-style-type: none"> - Function to notify the submitting User that the COMR submitted has failed validation - Include details of the COMR submitted and the rejection reason(s) - Audit trail of COMR is updated and maintained 	Must	

XRN5604 – Customer Requirements

Req Id.	As a... (Role)	I want... (Requirement)	So that... (End Result)	Acceptance Criteria	Priority (MoSCoW)	Commentary
CR1.3	CDSP	I want to notify the non submitting User of a Valid COMR submission	So that the non submitting User can review	<ul style="list-style-type: none"> - Function to notify non submitting User that a Valid COMR has been submitted - Audit trail of COMR is updated and maintained 	Must	
CR1.4	Shipper	I want to reject the COMR	So that the COMR is not entered into the Supply Point Register	<ul style="list-style-type: none"> - Functionality to reject to COMR - Rejection allowed for [20] Supply Point Systems Business Days (SPSBD) following notification of COMR - List of rejection reasons available to pick from, initially limited to: <ul style="list-style-type: none"> -- Corrective Opening Meter Read not agreed and; -- Corrective Opening Meter Read agreed by failed Supplier 	Must	
CR1.5	CDSP	I want to process a COMR rejection	So that the read is not progressed	<ul style="list-style-type: none"> - COMR does not progress through process - Audit trail of COMR is updated and maintained 	Must	
CR1.6	Shipper	I want to be notified that a COMR I submitted has been rejected	So that I can discuss with non submitting User	<ul style="list-style-type: none"> - Notification of rejection issued to submitting User - COMR is not entered into the Supply Point Register - Audit trail of COMR is updated and maintained 	Must	
CR2.0	CDSP	I want to store a COMR in the Supply Point register that has not been rejected by the non submitting User	So that it can be used in downstream processing	<ul style="list-style-type: none"> - [20] SPSBD post notification to the non submitting user, a COMR that has not been rejected is entered to the Supply Point Register - COMR is used in downstream processes including, but not limited to: <ul style="list-style-type: none"> -- Offtake reconciliation -- AQ calculation -- Future read validation -- Gas Enquiry System (GES) - Audit trail of COMR is updated and maintained 	Must	

XRN5604 – Customer Requirements

Req Id.	As a... (Role)	I want... (Requirement)	So that... (End Result)	Acceptance Criteria	Priority (MoSCoW)	Commentary
CR2.1	CDSP	I want to generate output files containing COMR data when entered to the Supply Point Register	So that notifications can be sent to the Withdrawing and Proposing Users	- Generate files in line with existing processes and formats i.e. records U03 and U04 within the URN	Should	Not in the Mod but assume customers would like to see this
CR2.2	Shipper	I want to be notified of the read entered to the Supply Point Register	So that in house systems can be updated	- Existing process used to issue read acceptance to Shippers i.e. records U03 and U04 within the URN	Should	Not in the Mod but assume customers would like to see this
CR3.0	CDSP	I want values used in validation and data fields to be configurable	So that a functional change is not required should these values be changed in the future	The following variables are configurable by system administrator and/or through a support ticket: - Number of SPSBDs offered to non submitting User to review COMR (initial value [20]) - Grace period prior to which a COMR can be submitted (initial period is [2] [months], both values should be configurable) - List of COMR rejection reasons available to non submitting User (initially "Corrective Opening Meter Read not agreed" and "Corrective Opening Meter Read agreed by failed Supplier")	Must	The variables defined in the acceptance criteria are those known at this point however the hard coding of any potentially variable values should be avoided and, therefore, any other variables identified should be made configurable to reduce cost and impact of future change
CR4.0	Shipper	I want to view COMRs entered to the Supply Point Register in GES	So that I have a full and correct view of the read history	- COMRs that are stored on the Supply Point Register are available to view in GES	Must	
CR5.0	PAC	I want Performance Assurance Report Register (PARR) reporting that demonstrates the usage of the COMR process	So that the process can be monitored for volume and potential misuse	- Report generated and issued to PAC in the format, and at the frequency, PAC define - Potential data items (TBC): -- Number of COMRs submitted by Withdrawing and Proposing Users -- Number of COMRs rejected by non submitting user, split by reason -- Number of COMRs entered onto the Supply Point Register, submitted by Withdrawing and Proposing Users	Must	PAC to be engaged to establish their reporting requirements

XRN5604 – Customer Requirements

Req Id.	As a... (Role)	I want... (Requirement)	So that... (End Result)	Acceptance Criteria	Priority (MoSCoW)	Commentary
CR6.0	CDSP	I want to have an adequate exception handling process in place	So that any scenarios that occur which cause the process to fail can be managed with minimal customer impacts	- Documented and approved exception handling processes in place to cover, but not limited to: -- Monitoring -- Escalations -- Customer notification/communications	Must	
CR6.1	CDSP	I want regular reporting on the usage of this process	So that the volume and uptake can be monitored and recommendation made on the value of the service	- Regular review of the process providing volumetrics that can be used to assess the value for money being presented by the process	Should	
CR6.2	Shipper	I want to have a defined query and support request process	So that if I have any issues I know how to make contact and who with	- Documented process for customers to raise queries and/or issues with any stage of the process where they interact with the CDSP - Customers are informed of the process to follow should they experience an issue within the service defined within these requirements	Must	
CR6.3	Customer	all existing functional and process input and output, outside of that specified in the requirements, to be unaffected by changes made to meet these objectives	interfaces, not changed to meet the objectives of the change, between external parties and the CDSP are unchanged, reducing the impact on our internal systems and processes	- Changes to functionality and/or process are only made to meet the objectives of the change	Must	Standard requirement to address functionality not consciously impacted by these requirements and that the expectation is that the result of any such functionality or process is unaffected by this change

XRN5605 - Amendments to the must read process (IGT159V)

- XRN5605 has been raised to deliver the requirements of IGT Modification 159, Amendments to the Must Read process
- 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.
- Customer level requirements have been drafted, provided to the proposer, and submitted for impact assessment

XRN5605 – Customer Requirements

Req Id.	As a... (Role)	I want... (Requirement)	So that... (End Result)	Acceptance Criteria	Priority (MoSCoW)	Commentary
EPIC	IGT	I want to ensure that only valid Must Reads are sought and submitted	So that resources are used correctly and only valid must reads are invoiced for	<ul style="list-style-type: none"> - Must Read submitted is valid - Associated Meter is not flagged as having an issue - Associated meter is not smart enabled - Performance Assurance Committee can track behaviours - CDSP can be notified of meter issues 	Must	
CR1.0	CDSP	I want to reject a Must Read that is older than 25 Supply Point System Business Days (SPSBD) at submission	So that only Valid reads are processed to downstream processes	- Meter Reads that are older than 25 SPSBDs are not entered into the Supply Point Register	Must	
CR1.1	CDSP	I want to issue a notification to the IGT where a Must Read has been rejected	So that the IGT knows that the read was invalid	- Notification with relevant information is issued to the IGT stating the rejection reason	Must	
CR2.0	CDSP	I want a Supply Meter Point (SMP) with a smart enabled device to be excluded from the IGT Must Read generation process	So a request is not sent to the IGT to retrieve a Must Read	<ul style="list-style-type: none"> - IGT Must Read pre notifications are issued for SMPs with a Smart meter, AMR device and/or a DCC enabled device where applicable - SMPs with a Smart meter, AMR device and/or a DCC enabled device are excluded from the IGT must read generation process - View of SMPs with a smart enabled device that would have otherwise been included in the IGT must read generation processes is available for reporting 	Must	
CR2.1	CDSP	I want a Supply Meter Point (SMP) with a meter issue indicator to be excluded from the IGT Must Read generation process	So a request is not sent to the IGT to retrieve a Must Read	<ul style="list-style-type: none"> - IGT Must Read pre notifications are issued for SMPs with a meter issue where applicable - SMPs with a meter issue indicator are excluded from the IGT must read generation process - View of SMPs with a meter issue indicator that would have otherwise been included in the IGT must read processes is available for reporting 	Must	

XRN5605 – Customer Requirements

Req Id.	As a... (Role)	I want... (Requirement)	So that... (End Result)	Acceptance Criteria	Priority (MoSCoW)	Commentary
CR3.0	Shipper	I want to be able to inform the CDSP of SMPs where there is a meter issue preventing meter reads being submitted	So that those SMPs can be excluded from the must read process	- Functionality and process available to submit the required information to the CDSP - Key data to, potentially, include, but not limited to: -- MPRN -- MSN -- Meter Issue	Must	
CR3.1	IGT	I want to be able to inform the CDSP of SMPs where there is a meter issue preventing meter reads being submitted	So that those SMPs can be excluded from the must read process	- Functionality and process available to submit the required information to the CDSP - Key data to, potentially, include, but not limited to: -- MPRN -- MSN -- Meter Issue	Must	
CR3.2	CDSP	I want to be able to process a request from the Shipper or IGT to flag an SMP as having a metering issue	So that the SMPs can be excluded from the IGT must read process	- Indicator set against the SMP showing a meter issue - Record of which party set the indicator - Record of the date the indicator was set - History of the indicator is recorded - Related data available for reporting	Must	
CR3.3	CDSP	I want to issue a notification to the non submitting party that a meter issue has been registered	So that the non submitting party knows which SMPs will not be subject to the IGT Must Read process	- Notification issued to either the IGT or the responsible Shipper, whomever is the non submitting user - Include relevant information so that the party can identify the SMP	Must	
CR3.4	Shipper	I want to be able to inform the CDSP of SMPs where the meter issue preventing meter reads being submitted has been resolved	So that those SMPs can be included in the must read process	- Functionality and process available to submit the required information to the CDSP	Must	
CR3.5	IGT	I want to be able to inform the CDSP of SMPs where the meter issue preventing meter reads being submitted has been resolved	So that those SMPs can be included in the must read process	- Functionality and process available to submit the required information to the CDSP	Must	

XRN5605 – Customer Requirements

Req Id.	As a... (Role)	I want... (Requirement)	So that... (End Result)	Acceptance Criteria	Priority (MoSCoW)	Commentary
CR3.6	CDSP	I want to issue a notification to the non submitting party that a meter issue has been resolved	So that the non submitting party knows the SMPs are now subject to the IGT Must Read process	<ul style="list-style-type: none"> - Notification issued to either the IGT or the responsible Shipper, whomever is the non submitting user - Include relevant information so that the party can identify the SMP 	Must	
CR3.7	CDSP	I want an SMP with a resolved meter issue to be included in the IGT must read process	So that the SMPs can be included in the IGT must read process	<ul style="list-style-type: none"> - SMPs with a historic meter issue indicator are included in the IGT Meter Read process 	Must	
CR4.0	CDSP	I want to exclude SMPs from the IGT Must Read process where there was a Change of Shipper (CoS) in the previous 80 SPSBDs	So that a new Shipper has the opportunity to retrieve a read	<ul style="list-style-type: none"> - IGT Must Read pre notifications are issued for SMPs where there has been a recent Change of Shipper - SMPs are not considered within the IGT Must Read process where there was a CoS within the previous 80 SPSBDs - SMPs that would have been subject to the IGT Must Read process had there not been a CoS can be reported 	Must	Change of Shipper is defined by the change of the Shipper Short Code
CR4.1	CDSP	I want to exclude SMPs from the IGT Must Read process where there was a Change of Supplier (CoSup) in the previous 80 SPSBDs	So that a new Supplier has the opportunity to retrieve a read	<ul style="list-style-type: none"> - IGT Must Read pre notifications are issued for SMPs where there has been a recent Change of Supplier - SMPs are not considered within the IGT Must Read process where there was a CoSup within the previous 80 SPSBDs - SMPs that would have been subject to the IGT Must Read process had there not been a CoSup can be reported 	Could	Change of Supplier is defined by the change of the Supplier Short Code
CR4.2	CDSP	I want to exclude SMPs from the IGT Must Read process where they have been appointed to a Supplier of Last Report (SoLR) within the previous 80 SPSBDs	So that a new Supplier has the opportunity to retrieve a read	<ul style="list-style-type: none"> - IGT Must Read pre notifications are issued for SMPs where there has been a recent SoLR event - SMPs are not considered within the IGT Must Read process where there was a SoLR appointment within the previous 80 SPSBDs - SMPs that would have been subject to the IGT Must Read process had there not been a SoLR event can be reported 	Must	<p>SoLR appointment is defined as the legal appointment date</p> <p>Currently a SoLR is completed by the SoLR utilising the standard registration process.</p>

XRN5605 – Customer Requirements

Req Id.	As a... (Role)	I want... (Requirement)	So that... (End Result)	Acceptance Criteria	Priority (MoSCoW)	Commentary
CR5.0	CDSP	I want data values used within the validation to be configurable	So that a functional change is not required should these values be changed in the future	Although not limited to, the following variables are configurable by system administrator and/or through a support ticket: - Age of Must Read by number of SPSBDs - Grace period following CoS - Grace period following SoLR event	Must	The variables defined in the acceptance criteria are those known at this point however the hard coding of any potentially variable values should be avoided and, therefore, any other variables identified should be made configurable to reduce cost and impact of future change
CR6.0	PAC	I want Performance Assurance Report Register (PARR) reporting that provides insight into the SMPs excluded from the IGT Must Read process	So that the process can be monitored for volume and potential misuse	- Report generated and issued to PAC in the format, and at the frequency, PAC define - Potential data items (TBC): -- Number of SMPs excluded from the IGT Must Read Process split by smart device, CoS or SoLR and meter issue	Must	PAC to be engaged to establish their reporting requirements
CR8.0	CDSP	I want to have process exception handling processes in place	So that any scenarios that occur which cause the IGT Must Read process to fail can be managed with minimal customer impacts	- Documented and approved exception handling processes in place to cover, but not limited to: -- Monitoring -- Escalations -- Customer notification/communications	Must	Expected to be in place already but should be reviewed to ensure robust and cater for any variances introduced by this change
CR8.1	Shipper	I want to have a defined query and support request process	So that if I have any issues I know how to make contact and who with	- Documented process for customers to raise queries and/or issues with any stage of the process where they interact with the CDSP - Customers are informed of the process to follow should they experience an issue within the service defined within these requirements	Must	Expected to be in place already but should be reviewed for any variances introduced by this change. For example, this may be a case of clarifying that customers should utilise the support ticket function on Xserve.com
CR9.0	Customer	all existing functional and process input and output, outside of that specified in the requirements, to be unaffected by changes made to meet these objectives	interfaces, not changed to meet the objectives of the change, between external parties and the CDSP are unchanged, reducing the impact on our internal systems and processes	- Changes to functionality and/or process are only made to meet the objectives of the change	Must	Standard requirement to address functionality not consciously impacted by these requirements and that the expectation is that the result of any such functionality or process is unaffected by this change

N.B. CR7.0 has been removed. This was to address implementation activities however was found to not be deliverable. The need for data management around implementation has been addressed as a general consideration

XRN5607 - Update to AQ Correction Processes

- 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
- Customer level requirements have been drafted, provided to the proposer, and submitted for impact assessment

XRN5607 – Customer Requirements

Req Id.	As a... (Role)	I want... (Requirement)	So that... (End Result)	Acceptance Criteria	Priority (MoSCoW)	Commentary
EPIC	Shipper	I want better defined AQ correction reasons to be available and all reasons appropriately validated	so that AQs can be corrected in a controlled manner	<ul style="list-style-type: none"> - Registered User can submit an AQ correction using the new eligible causes 'Erroneous AQ (read history)' and 'Erroneous AQ (change in operation and/or use)' - Standard validation applies to the new eligible causes - Specific validation applies to the new eligible causes - The new eligible causes can be submitted via the existing AQ Correction functionality (AQ/AQR hierarchy) and should align with existing timeframes - The new eligible causes are available for all Product Classes - Audit trail of AQ amendment process is updated and maintained 	Must	For reference, the term 'eligible cause' in UNC is converted to/know as reason code in the functional process
CR1.0	Shipper	I want to be able to submit an AQ correction for eligible cause 'Erroneous AQ (read history)'	So that the AQ correction request can be validated appropriately	<ul style="list-style-type: none"> - eligible cause 'Erroneous AQ (read history)' added as an allowable value within the AQI hierarchy - All required information for an AQ amendment is provided 	Must	
CR1.1	CDSP	I want to validate an AQ correction with eligible cause 'Erroneous AQ (read history)'	So that only valid AQ correction requests using eligible cause 'Erroneous AQ (read history)' are processed into the Supply Point Register	<ul style="list-style-type: none"> - Validation applied is in line with existing AQ correction. In addition the following is included: <ul style="list-style-type: none"> -- Requested AQ has a difference that is greater than or equal to the de minimis value [5%] from the existing AQ value -- The AQ correction submission date is within [12 months] of the Registered User's Supply Point Registration Date -- The Rolling AQ at the SMP has increased by [100%] or more since the Registered User's Supply Point Registration Date 	Must	Exact definition of validations to be confirmed following approval of the legal text e.g. >= or just >

XRN5607 – Customer Requirements

Req Id.	As a... (Role)	I want... (Requirement)	So that... (End Result)	Acceptance Criteria	Priority (MoSCoW)	Commentary
CR1.2	Shipper	I want to be able to submit an AQ correction for eligible cause 'Erroneous AQ (change in operation and/or use)'	So that the AQ correction request can be validated appropriately	<ul style="list-style-type: none"> - eligible cause 'Erroneous AQ (change in operation and/or use)' added as an allowable value within the AQI hierarchy - All required information for an AQ amendment is provided 	Must	
CR1.3	CDSP	I want to validate an AQ correction with eligible cause 'Erroneous AQ (change in operation and/or use)'	So that only valid AQ correction requests using eligible cause 'Erroneous AQ (change in operation and/or use)' are processed into the Supply Point Register	<ul style="list-style-type: none"> - Validation applied is in line with existing AQ correction. In addition the following is included: <ul style="list-style-type: none"> -- Requested AQ has a difference that is greater than or equal to the de minimis value [5%] from the existing AQ value -- The request includes appropriate 'Supporting Information' for the eligible cause 	Must	Expectation that supporting evidence will be in the form of a statement confirming that the Shipper has used the eligible cause for a legitimate reason and they hold physical evidence to support this.

XRN5607 – Customer Requirements

Req Id.	As a... (Role)	I want... (Requirement)	So that... (End Result)	Acceptance Criteria	Priority (MoSCoW)	Commentary
CR1.4	CDSP	I want to validate an AQ correction with eligible cause 'commencement of new business activity or discontinuance of an existing business activity'	So that only valid AQ correction requests using eligible cause 'commencement of new business activity or discontinuance of an existing business activity' are processed into the Supply Point Register	<ul style="list-style-type: none"> - In addition to existing validation being applied, the following validation will also be applied: <ul style="list-style-type: none"> -- Submitting Shipper User is not affiliated to the previous Shipper User -- Where a Shipper has not provided affiliation data they are considered to be affiliated to all other Shipper Users 	Could	This validation was introduced under Modification 0736 (XRN5237) and due to the speed at which it required implementation meant a manual solution was put in place. It was agreed that any changes to the AQ amendment process following this, would include the requirement to automate this manual validation currently in place.
CR1.5	CDSP	I want to validate that the AQ value of AQ correction requests is equal to or in excess of the de minimis value	So that the AQ change requested is not for an arbitrary amount	<ul style="list-style-type: none"> - This validation should apply to all AQ correction eligible causes (new and pre-existing) with the exception of pre-existing eligible cause 4 (read tolerance) - Requested AQ has a difference that is greater than or equal to the de minimis value [5%] from the existing AQ value 	Must	Example: Where the existing AQ value is 100 then the requested AQ value must be equal to or lower than 95 or equal to or greater than 105
CR1.6	CDSP	I want to notify the submitting User of rejected AQ correction requests	So that the submitting User can review, amend and resubmit if required	<ul style="list-style-type: none"> - Utilise existing functionality (via the AQI response hierarchy (AQR hierarchy)), to notify the submitting User that the AQ correction submitted has failed validation - Include details of the AQ amendment submitted and relevant rejection reason(s) -- New Rejection reasons are added where required 	Must	

XRN5607 – Customer Requirements

Req Id.	As a... (Role)	I want... (Requirement)	So that... (End Result)	Acceptance Criteria	Priority (MoSCoW)	Commentary
CR1.7	CDSP	I want to notify the submitting User of accepted AQ correction requests	So that the submitting User is aware the AQ correction has been accepted and will be entered into the Supply Point Register	- Utilise existing functionality (via the AQI response hierarchy (AQR hierarchy)) to notify the submitting User that the AQ amendment is valid	Must	
CR1.8	CDSP	I want to update the Supply Point Register with valid AQ amendments	So that the AQ value from the accepted AQ correction can be used in downstream processes	- The updated AQ becomes effective in line with the existing AQ process - Downstream processes and existing logic apply to the AQ amendment including but not limited to the application of the backstop date and notification to the Shipper User	Must	
CR2.0	Shipper	I want to provide details of Shipper Users I am affiliated to to the CDSP	So that AQ corrections for 'commencement of new business activity or discontinuance of an existing business activity' can be progressed	- Ability to provide details of affiliated parties to the CDSP - Ability to notify the CDSP where there are no affiliated parties - Updates to provided information can be submitted	Could	This process was introduced under Modification 0736 (XRN5237) and as such if it meets the requirements of automating the validation functionality no further change may be required
CR2.1	CDSP	I want to store Shipper affiliation data	So that all Shippers affiliations are available for validation	- Affiliation data provided by Shipper is stored - Shipper can be stored as having no affiliations - Stored data can be updated based on notification received from the Shipper	Could	This process was introduced under Modification 0736 (XRN5237) and as such if it meets the requirements of automating the validation functionality no further change may be required
CR3.0	PAC	I want all AQ correction eligible causes to be included in the AQ Amendment Performance Assurance Report Register (PARR) report	So that the report accurately reflects all AQ corrections	- Existing PARR report for AQ amendments caters for AQ corrections that use the 'new' eligible causes 'Erroneous AQ (read history)' and 'Erroneous AQ (change in operation and/or use)' - Report continues to include data based on all other existing parameters	Must	

XRN5607 – Customer Requirements

Req Id.	As a... (Role)	I want... (Requirement)	So that... (End Result)	Acceptance Criteria	Priority (MoSCoW)	Commentary
CR4.0	Shipper	I want the AQ corrections dashboard in the Data Discovery Platform (DDP) to account for all available eligible causes	So that the information presented in DDP accurately reflects AQ corrections processed	<ul style="list-style-type: none"> - DDP AQ corrections dashboard includes appropriate data for the 'new' eligible causes 'Erroneous AQ (read history)' and 'Erroneous AQ (change in operation and/or use)' - The AQ corrections dashboard continues to include data based on all other existing parameters 	Must	
CR5.0	CDSP	I want values used in validation and data fields to be configurable	So that a functional change is not required should these values be changed in the future	<ul style="list-style-type: none"> - The following variables should be configurable by system administrator and/or through a support ticket: - The AQ de minimis value, initially set to 5% - The required increase in AQ to allow use of eligible cause 'Erroneous AQ (read history)', initially set to 100% - The time window from Supply Point Registration Date for the use of new eligible cause 'Erroneous AQ (read history)', initially set to 12 months 	Must	The variables defined in the acceptance criteria are those known at this point however the hard coding of any potentially variable values should be avoided and, therefore, any other variables identified should be made configurable to reduce cost and impact of future change
CR6.0	CDSP	I want to have process exception handling processes in place	So that any scenarios that occur which cause the AQ correction process to fail can be managed with minimal customer impacts	<ul style="list-style-type: none"> - Documented and approved exception handling processes in place to cover, but not limited to: -- Monitoring -- Escalations -- Customer notification/communications 	Must	Expected to be in place already but should be utilised for the new eligible causes as well
CR6.1	Shipper	I want a defined query and support request process to be in place	So that if I have any issues I know how to make contact with the CDSP	<ul style="list-style-type: none"> - Documented process for customers to raise queries and/or issues with any stage of the process where they interact with the CDSP - Customers are informed of the process to follow should they experience an issue within the service defined within these requirements 	Must	Expected to be in place already but should be utilised for the new eligible causes as well. For example, this may be a case of clarifying that customers should utilise the support ticket function on Xoserve.com
CR6.3	Customer	I want all existing functional and process input and output, outside of that specified in the requirements, to be unaffected by changes made to meet these objectives	So that interfaces, not changed to meet the objectives of the change, between external parties and the CDSP are unchanged, reducing the impact on our internal systems and processes	<ul style="list-style-type: none"> - Changes to functionality and/or process are only made to meet the objectives of the change 	Must	Standard requirement to address functionality not consciously impacted by these requirements and that the expectation is that the result of any such functionality or process is unaffected by this change

Next Steps

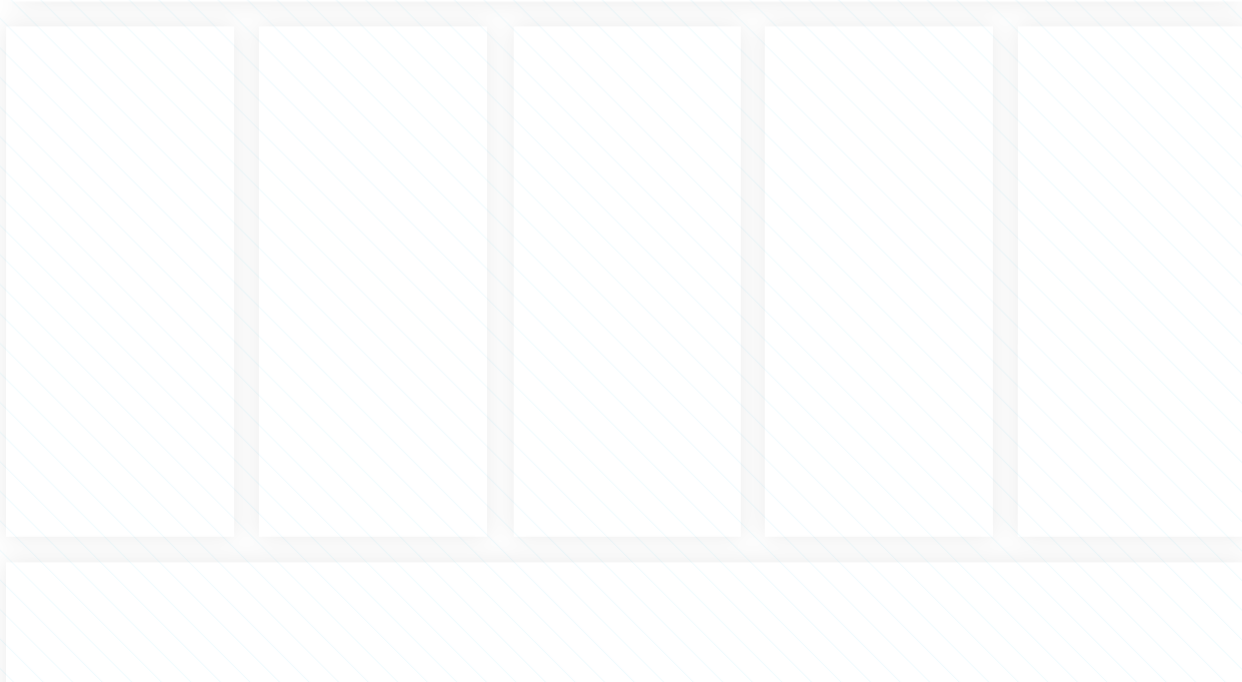
- Any comments are welcomed on the customer requirements presented
- The CDSP will continue the initial impact assessments based on them
- Lower-level internal CDSP requirements will be developed to meet the customer requirements
- High Level Solution Options (HLSO) will be generated and presented back to industry stakeholders



2d. Solution Options Impact Assessment Review Completed

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
- 3b.ii. XRN 5602 - Releasing of unused capacity under a specific set of circumstances (Modification 818).
- 3b.iii. XRN5556.C - Contact Management Service (CMS) Rebuild Version - v1.2 Clean

<https://www.xoserve.com/change/change-packs/3148-vo-po-march-2023-change-pack>



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

Background

- This is to advise of a correction to the Field Description for field 'SUPPLY_METER_POINT_CLASS' in both of the following Record File Layout (Live) documents, which are used within the .SCR file hierarchy:
 - X09 CLASS CHANGE RESPONSE V1.2L
 - X10 CLASS CHANGE CAN RESP V1.2L
- This correction was acknowledged following a Customer query, in January 2023, related to [XRN4990 – Transfer of Sites with Low Read Submission Performance from Class 2 and Class 3 into Class 4 \(MOD0664\)](#).
- For reference, XRN4990 was implemented as part of the Feb-23 major release and enables the CDSP to change the Class of Class 2 and Class 3 Supply Meter Points to Class 4, under specific circumstances as stated under MOD0664.

Current wording

Record Type Definition



RECORD/FIELD NAME	OPT	DOM	LNG	DEC	DESCRIPTION
SUPPLY_METER_POINT_CLASS	M	N	1	0	This value denotes the requested class type for the Supply Meter Point. VALUES: 1 – Class 1, 2 – Class 2, 3 – Class 3, 4 - Class 4
REQUESTED_SUPPLY_METER_POINT_CLASS	M	N	1	0	This value denotes the requested class type for the Supply Meter Point. VALUES: 1 – Class 1, 2 – Class 2, 3 – Class 3, 4 - Class 4

Corrected wording

Record Type Definition

RECORD/FIELD NAME	OPT	DOM	LNG	DEC	DESCRIPTION
SUPPLY_METER_POINT_CLASS	M	N	1	0	This value denotes the current class type for the Supply Meter Point. VALUES: 1 – Class 1, 2 – Class 2, 3 – Class 3, 4 - Class 4
REQUESTED_SUPPLY_METER_POINT_CLASS	M	N	1	0	This value denotes the requested class type for the Supply Meter Point. VALUES: 1 – Class 1, 2 – Class 2, 3 – Class 3, 4 - Class 4



4. Release/Project Updates

4. Release/Project Updates

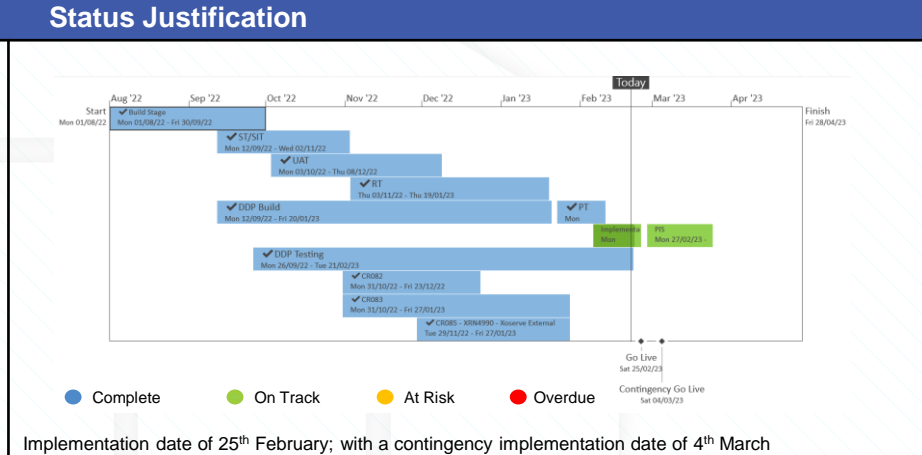
- 4a. February 23 Major Release
- 4b. March 23 Adhoc Release
- 4c. XRN 5562 June Major Release



4a. February 23 Major Release

XRN5533 – February 23 Major Release - Status Update

Overall Project RAG Status	
Schedule	Risks and Issues
RAG Status	Cost
Status Justification	
Schedule	<p>Overall release is tracking on target; Green, all UK Link testing completed on 17/02 as per plan. Currently on track to implement on 25/02</p> <p>Progress update:</p> <ul style="list-style-type: none"> Performance testing complete on 17/02 DDP testing for XRN4990 complete on 20/02 Implementation preparation in progress ready for planned go live on 25/02 <p>Decision in March ChMC: None</p>
Risks and Issues	<p>There is a risk that the solutions being delivered under XRN4900 and XRN5298 may not work as expected at the point SGN go live with the Biomethane and H100 projects, due to the gap between these changes being delivered within the Feb 23 release and the respective go live dates of the projects.</p> <p>Update - SGN have confirmed that the first H100 connection will be sometime between June-Sept 2024. CDSP are awaiting further clarification regarding the go live date of the Girvan Biomethane project. Discussions are underway regarding options for carrying out additional testing closer to the project go live dates, which may incur additional charges that weren't originally accounted for.</p>
Cost	Forecast to complete delivery against approved BER
Scope	<p>XRN4900 - Biomethane/Propane Reduction</p> <p>XRN4978 - Shipper - Notification of Rolling AQ Value</p> <p>XRN4989B - Residual AMT activities</p> <p>XRN4990 - MOD0664 – Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4</p> <p>XRN4992B - MOD0797 - Last Resort Supply Payments Volumetric Charges</p> <p>XRN5298 - H100 Fife Project – Hydrogen Network Trial</p>

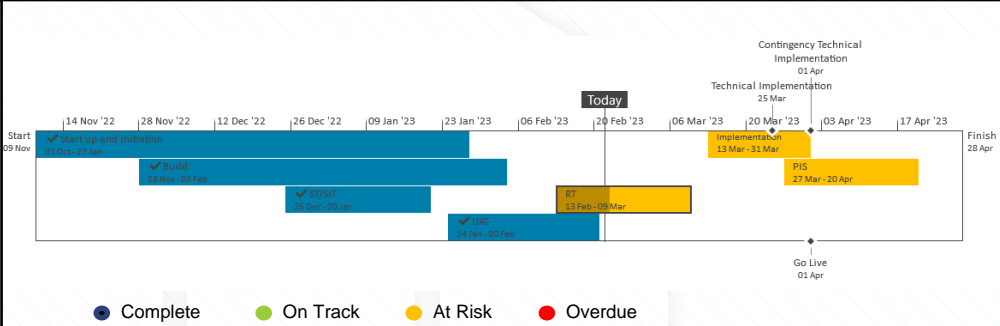




4b. March 23 Adhoc Release

XRN5575 – March 23 Adhoc Release - Status Update

Overall Project RAG Status	
RAG Status	
Schedule	
Risks and Issues	
Cost	
Status Justification	
Schedule	<p>Overall release is tracking at risk; Amber. XRN 5472 (Weather API) descope from March -23 and will be delivered at a later date. Design phase continues for both XRN's scoped for this release. Build and testing progressing as planned for 5143 and 5379. Return to green is completion of design and approved detailed project plan for delivery including touch-points with DM and NDM service providers.</p> <p>Progress update:</p> <ul style="list-style-type: none"> Project Startup and Initiation phase complete Project Build phase complete UK Link SIT & UAT Testing execution complete as planned for 5379 Technolog onboarding underway as DM SP NDM SP procurement continues Weekly engagement sessions with Technolog including resolving of design queries and supporting integrated testing <p>Decision in March ChMC: None</p>
Risks and Issues	<p>68566 (Issue) Delay to test commencement for March-23 impacting delivery plan, descope of 5472 alleviated pressure on timeline, risk remains open in case of further impact due to design continuing</p> <p>68488 & 68489: (Risk) The design has not yet completed for the changes in this release, therefore the aspirational delivery timescales are at risk</p> <p>68126: (Risk) The NDM service provider (SP) is not yet agreed, until the NDM SP is engaged and plans shared there is a risk that plans will not align to validate end to end functionality before 1st April</p>
Cost	Forecast to complete delivery against approved BER
Scope	<p>XRN5143 - Transfer of NDM sampling obligations from Cadent, WWU, and NGN to the CDSP</p> <p>XRN5379 - Class 1 Read Service Procurement Exercise (Modification 0710)</p>



Implementation date of 25th March with a go-live of 1st April, the contingency implementation date is 1st April with a go-live of 1st April



4c. June 2023 Major Release



June 23 Release

Scope Deferral Impact Assessment

ChMC Decision Required

Impact Assessment - Deferring Implementation of XRN5186

Background

- Northern Gas Networks have requested an impact assessment be undertaken by the June-23 Project Team to assess what options are available if XRN5186 (MOD0701) is deferred and implemented at a later date

Assumption

- Four options have been identified and were considered within this Impact Assessment
- The options and costs provided have considered an alternative implementation date for the related June-23 scope

Considerations

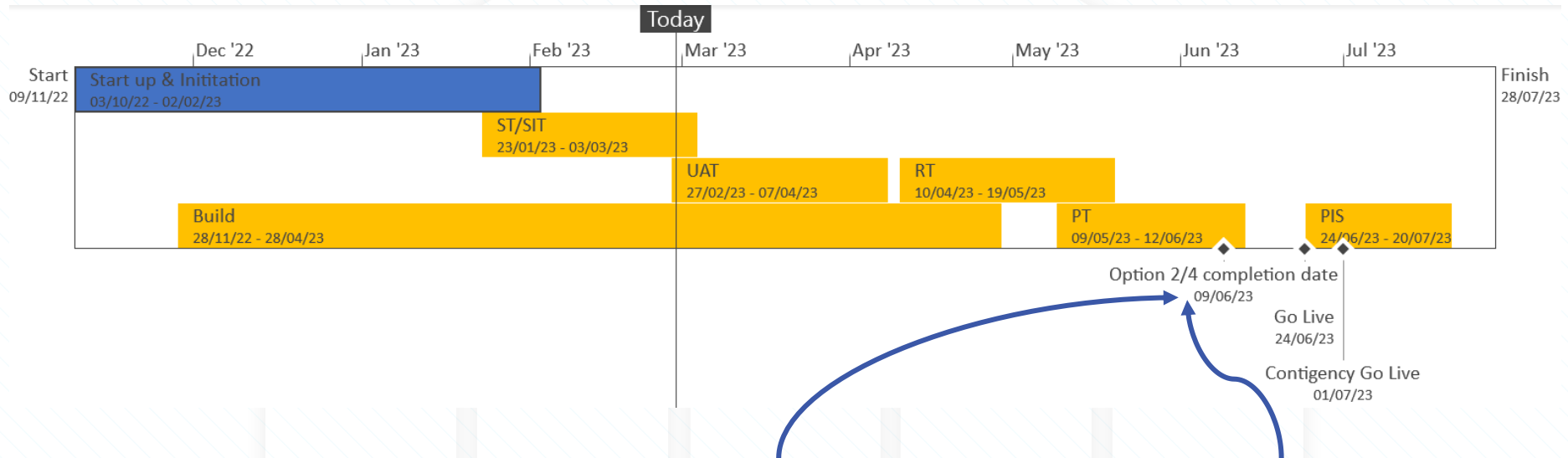
- Impacts on Release capacity for November-23 have not been assessed at this stage
- Potential that moving June-23 could lead to delay in delivery of other DSC change
- Increase risk profile of November-23 if multiple changes are progressed in tandem

Options

1. Remove XRN5186 from June-23 Release after completion of related project deliverables up until 28/04
2. Remove XRN5186 from June-23 Release after completion of related project deliverables up until 09/06
3. Stop the delivery of June-23 Release after completion of all project deliverables up until 28/04
4. Stop the delivery of June-23 Release after completion of all project deliverables up until 09/06

*Options 1 and 3 were assessed but discounted as no benefit could be identified in stopping project activities earlier than is necessary to achieve the objective – i.e. both prevent project deliverables from being progressed and completed earlier than is necessary

Impact Assessment – Project Plan Option Timeline



- The above plan reflects that both Option 2 (Defer XRN5186) and Option 4 (Defer XRN5186 & XRN5091) would stop circa 9th June 2023
- Performance Testing, Implementation Dress Rehearsals, Implementation and Post Implementation Support activities would need to be planned for delivery at a later date

Impact Assessment – Option Comparison

Options	Description	Pros	Cons	Activities required if deferred
<p>2. Remove XRN5186 from June23 Release after completion of Regression Test phase</p> <p>*Xoserve Recommended Option*</p>	<p>This option will look to complete all testing (excluding Performance Test) prior to removing XRN5186 from the Release.</p> <p>Any outstanding activities and implementation of XRN5186 to take place at a later date</p> <p>De-scoped change work would stop approx. 09/06/23</p>	<ul style="list-style-type: none"> All test phases will be completed except Performance Test. Build and all test will be complete for AMT Market Flow and Gas Enquiry Service Provides additional opportunity for all DNs and Shippers to align their NExA and Capacity values Developed system code will remain stable in project track whilst alternative delivery date is confirmed Allows XRN5091 to progress and avoid delay of Shipper benefitting change Minimises regret spend to customers by proceeding with delivery of XRN5186 as far as reasonably possible whilst also delivering XRN5091 	<ul style="list-style-type: none"> Will lead to additional work to re-plan delivery of XRN5186 Checks will need to be performed against system code to ensure tested solution remains fit for purpose Possible risk of additional test activities (e.g. Regression Testing) Risk of knowledge loss to carry out 1st usage activities – additional effort to ensure all project resource are up to speed on project deliverables Review and possible re-test of AMT Market Flow code and integration 	<ul style="list-style-type: none"> Environment and system code checks required Review of AMT Market Flow code and integration Performance Test Implementation Dress Rehearsal Pre-implementation activities Implementation and cut over activities Post Implementation Support Low risk that additional Build and Test activities are identified due to common system code and workflow changes to support other Release deliverables (Supply Point Administration processes)
<p>4. Stop the delivery of June23 Release after completion of Regression Test phase</p>	<p>This option will stop the delivery of both associated changes once all testing (excluding Performance Test) have concluded.</p> <p>Any outstanding activities and implementation moved for both changes to a later date</p> <p>De-scoped change work would stop approx. 09/06/23</p>	<ul style="list-style-type: none"> All test phases will be completed except Performance Test. Build and all test will be complete for AMT Market Flow and Gas Enquiry Service Provides additional opportunity for all DNs and Shippers to align their NExA and Capacity values Developed system code will remain stable in project track whilst alternative delivery date is confirmed 	<ul style="list-style-type: none"> Will lead to additional work to re-plan delivery of both XRN5186 and XRN5091 Checks will need to be performed against system code to ensure tested solution remains fit for purpose Possible risk of additional test activities (e.g. Regression Testing) Risk of knowledge loss to carry out 1st usage activities – additional effort to ensure all project resource are up to speed on project deliverables Review and possible re-test of AMT Market Flow code and integration Impact to Change Pipeline if entire Release is deferred Risk that additional project efforts 	<ul style="list-style-type: none"> Environment and system code checks required Review of AMT Market Flow code and integration Performance Test Implementation Dress Rehearsal Pre-implementation activities Implementation and cut over activities Post Implementation Support Moderate risk that additional Build and Test activities are identified due to common system code and workflow changes to support other Release deliverables (Meter Read and Settlement processes)

IA for Deferring Implementation – Financial Details

	Option2 Defer XRN5186 Only	Option4 Defer XRN5186 & XRN5091
XRN5091 Approved BER Cost	£218,760	£218,760
XRN5186 Approved BER Cost	£245,192	£245,192
Total June-23 BER Cost	£463,952	£463,952
June-23 Costs up until Scope Change	£333,419	£333,419
Cost Reduction to June-23 BER	£65,513	£130,533
Cost to Deliver remainder of June-23 Scope	£65,020	N/A
Cost of known additional work and risk margin to Deliver Changes Later	£34,619	£66,193
Total Cost to Deliver Deferred Changes later	£100,132	£196,726

Summary and June-23 Scope Decision

Final Considerations

- Additional costs to deliver XRN5186 are based on delivering the change as an independent project
- These costs reflect known risks that may materialise during the remaining project activities
- Any unspent risk margin would be returned to customers once change is successfully delivered
- Combining XRN5186 with other changes within a Release would allow costs to be saved through shared Project resource, technology and support costs

DSC ChMC Decision – Approval of Xoserve recommendation (Option 2) - defer implementation of XRN5186 to November-23 Release

- *Vote required from DN and Shipper Customer Classes*



June 2023 Major Release Update



June 2023 Major Release Update

XRN5562 – June 23 Major Release- Status Update

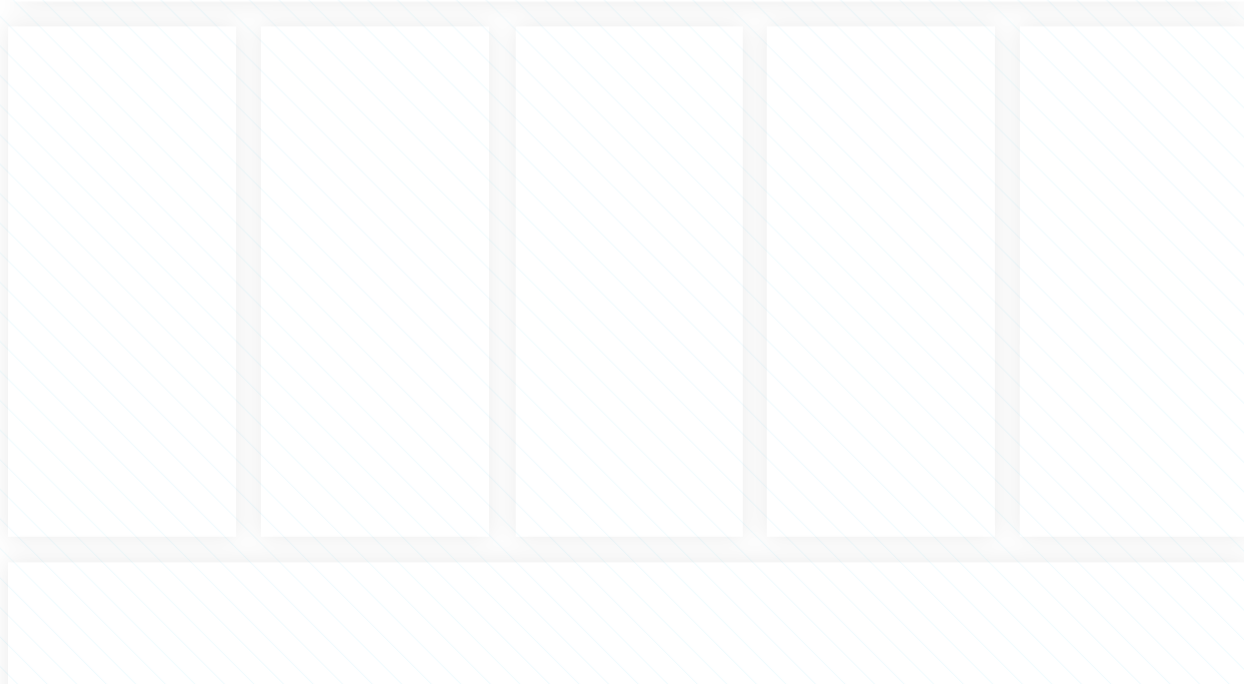
	Overall Project RAG Status		
	Schedule	Risks and Issues	Cost
RAG Status			
Status Justification			
Schedule	<p>Overall release is tracking Green, Start up and initiation phase is completed. Build in progress for class change requirement.</p> <p>Progress update:</p> <ul style="list-style-type: none"> Start up and initiation completed on 02/02 Build complete for all ISU build for XRN5186 and XRN5091 against original plan Build phase extended to include received delivery plans for Market Flow and GES changes and the missed requirement for Class Change (issue 68667); on track to complete including documentation by 28/04 Build for Market Flow changes relating to XRN5186 to commence on 27/02 System integration testing in progress on track to be completed 03/03 User Acceptance Testing scenarios in review approval to be provided on 24/02 <p>Decision in March ChMC: Decision required on impact assessment to descope XRN5186 from June23 or stop June23 altogether and implement later.</p>		<p>Implementation date of 24th June, with a contingency implementation date of 1st July</p>
Risks and Issues	<ul style="list-style-type: none"> Issue 68667 – The build for a “Class change” requirement was missed from xrn5091. Mitigation Action – A delivery timeline has been agreed with supplier, the build for this requirement to be completed on 03/03 Issue :There is an issue that some of the customer data held is inaccurate prior to the implementation of XRN5186. Mitigation Action – Xoserve are current working with customers to understand the best solution for this issue prior to the implementation of this change Issue: There is an associated issue that the current migration rules pre-implementation for XRN5186 are not currently defined and agreed. Mitigation Action – As above Issue: There is a risk that the June23 delivery could have one or both of its changes descope pending a decision at the March ChMC meeting. Mitigation Action: An impact assessment is currently being carried out to understand all the available options. Xoserve will share options for approval at the March ChMC. 		
Cost	Forecast to complete delivery against approved BER		
Scope	<p>XRN5091 - Deferral of creation of Class change reads at transfer of ownership</p> <p>XRN5186 - MOD0701 – Aligning Capacity booking under the UNC and arrangements set out in relevant NEXAs</p>		



5. Change Pipeline

5. Change Pipeline

- 5a. Change Pipeline



Change Delivery Plan

January 23 – April 24

Jan-23

Apr-23

Aug-23

Dec-23

Apr-24

February 23 - Major Release (XRN5533)

XRN4900, XRN4978, XRN4990, XRN4989,
XRN4992b, XRN5298

March 23 - AdHoc Release (XRN5575)

XRN5379, XRN5143

June 23 - Major Release (XRN5562)

XRN5091, **XRN5186**

XRN5567

XRN5595

XRN5535A

November 23 – Major Release

XRN5482, XRN5604, XRN5605

XRN5555

XRN5606

XRN5454

February 24 – Major Release

XRN5607, XRN5573B

XRN4713

XRN5602

XRN5547

Delivery Key

 = Firm Implementation Date – Funding Approved by ChMC and / or Non-Negotiable Industry Implementation Date in place

 = Indicative Implementation Date – Changes are scoped for delivery – Funding and/or Implementation Date not yet approved by ChMC

 = Delivered on Target Implementation Date

Change Pipeline - Delivery Plan - January 2023 – May 2023

XRN	Change Title	Proposer	Benefit / Impact	Funding	HLSO Max Cost	Target Implementation Date	Release Type	Delivered / Firm / Indicative
5555	Amend existing Large Load Site Reporting	SGN	DN	DN	N/A	31 st January 2023	Adhoc	Delivered
4900	Biomethane/Propane Reduction	SGN	Shipper DN	DN Decarb	N/A	25 th February 23	Major	Firm
4978	Notification of Rolling AQ Value (following Transfer of Ownership between M-5 and M)	British Gas	Shipper	Shipper	£90.6k	25 th February 23	Major	Firm
4990	Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4 – MOD 0664	SSE	Shipper	Shipper	£232k	25 th February 23	Major	Firm
4989	Residual AMT activities	CDSP	Shipper	Shipper	N/A	25 th February 23	Major	Firm
4992	XRN4992 - Modification 0687 Clarification of Supplier of Last Resort (SoLR) Cost Recovery Process	Total	Shipper DN	Shipper DNO	£108.7k	25 th February 23	Major	Firm
5298	H100 Fife Project – Hydrogen Network Trial	SGN	Shipper DN	DN Decarb	N/A	25 th February 23	Major	Firm
5595	Changes to the REC Switching Operator Outage Notification Lead Time (R0055)	Xoserve	Shipper	N/A	N/A	25 th Feb 23	Major	Firm
5535A	Processing of CSS Switch Requests Received in 'Time Period 5'	Xoserve	All DSC Customers	Shipper	£44k	10 th March 23	Adhoc	Firm
4713	Actual read following estimated transfer read calculating AQ of 1	Npower	Shipper	Shipper	£7k	March 2023	Adhoc	Indicative
5379	Class 1 Read Service Procurement Exercise - MOD0710 (DM Sampling)	Xoserve	Shipper DN	Shipper	£150k	1 st April 2023	AdHoc	Firm
5143	Transfer of NDM sampling obligations from Cadent, WWU, and NGN to the CDSP	Cadent	DN	WWU, Cadent, NGN only	£75k	1 st April 2023	AdHoc	Firm
5606	Revision of Virtual Last Resort User and Contingent Procurement of Supplier Demand Event Triggers (Modification 0813)	NGT	NGT Shipper Supplier	NGT	N/A	Immediately Following Ofgem Decision	Adhoc	Indicative
5602	Releasing of unused capacity under a specific set of circumstances (Modification 0818)	NGN	Shipper DN	DN	N/A	Immediately Following Ofgem Decision	Adhoc	Indicative

Change Delivery Plan - June 2023 – February 2024

XRN	Change Title	Proposer	Benefit / Impact	Funding	HLSO Max Cost	Target Implementation Date	Release Type	Firm / Indicative
5091	Deferral of creation of Class change reads at transfer of ownership	EDF	Shipper	Shipper	£200k	24 th June 23	Major	Firm
5186	*MOD0701 - Aligning Capacity booking under the UNC and arrangements set out in relevant NEXAs	NGN	Shipper DN	Shipper DN	£200k	24 th June 23	Major	Firm
5454	SoLR Reporting Suite	EDF	Shipper	Shipper	Tbc	July 23	Tbc	Indicative
5547	Updating the Comprehensive Invoice Master List and INV template	Eon	Shipper DN	Shipper	Tbc	July 23	Tbc	Indicative
5482	Replacement of reads associated to a meter asset technical details change or update (RGMA)	Scottish Power	Shipper	Shipper DN	£300k	November 23	Major	Indicative
5604	Shipper Agreed Read (SAR) exceptions process (Modification 0811S)	SEFE	Shipper	Shipper	Tbc	November 23	Tbc	Indicative
5605	Amendments to the must read process (IGT159V)	Centrica	Shipper IGT	Shipper IGT	Tbc	November 23	Tbc	Indicative
5567	Implementation of Resend Functionality for Messages from CSS to GRDA (REC CP R0067)	Xoserve	All DSC Customers	Shipper	£93k	Awaiting REC Decision – expected December 23	Adhoc	Indicative
5607	Update to the AQ correction processes (Modification 0816S)	EON Next	Shipper DN IGT	Shipper	Tbc	February 23	Major	Indicative
5573 B	Updates to the Priority Consumer process (as designated by the Secretary of State for Business, Energy, and Industrial Strategy - BEIS)	Xoserve	Shipper DN IGT	Tbc	Tbc	February 23	Major	Indicative

*XRN5186 (Mod0701) - Implementation proposed to be deferred until November 2023

Change Backlog Details

XRN	Change Title	Proposer	Benefit / Impact	Funding	HLSO Max Cost	Target Implementation Date	Release Type	Firm / Indicative
5316	Rejecting Pre LIS Replacement Reads	Xoserve	Shipper	N/A	N/A	Tbc	Tbc	N/A
5531	Hydrogen Village Trial	SGN	All DSC Customers	DN Decarb	Tbc	Tbc	Tbc	N/A
5546	Resolution of Address Interactions between DCC and CDSP	Xoserve	DN IGT Shipper	Shipper	Tbc	Tbc	Tbc	N/A
5569	Contact Data Provision for IGT Customers	BUUK	IGT	IGT	Tbc	Tbc	Tbc	N/A
5585	Flow Weighted Average Calorific Value - Phase 2 Service Improvements	Cadent	DN	DN	Tbc	Tbc	Tbc	N/A
5614	Improving IGT SMP New Connection Process to support accurate and timely Supplier Registrations	BUUK	Shipper IGT	Shipper IGT	Tbc	Tbc	Tbc	N/A
5616	CSEP Annual Quantity Capacity Management	WWU	DN IGT Shipper	DN IGT	Tbc	Tbc	Tbc	N/A

REC IA Demand – Priority Change

Title	Description	XRN	Proposer	Impact/Funding	Status	Release Type	Priority
R0048	DCC Service Organisation Control 2 (SOC2) Assessments	N/A	DCC	-	Solution development	TBC	Low
R0073	Introduction of a Housekeeping Change Proposal Process	N/A	Gemserv	-	Preliminary Assessment	TBC	Low
R0088	Make Shipper NEXA values available on the GES portal	N/A	Xoserve	-	New	Major, June 23	Medium

Change Backlog – On Hold Details

XRN	Change Title	Proposer	Benefit / Impact	Funding	HLSO Max Cost	Target Implementation Date	Release Type	Firm / Indicative
4914	*Mod0651 – Retrospective Data Update Provisions*	Cadent	Shipper DN	Tbc	£1.8m – £2.4m	Tbc	Major	N/A
5144	Enabling Re-assignment of Supplier Short Codes to Implement Supplier of Last Resort Directions	Xoserve	Shipper DN IGT	Tbc	Tbc	Tbc	Tbc	N/A
5187	MOD0696 - Addressing inequities between Capacity booking under the UNC and arrangements set out in relevant NEXAs	Gazprom	Shipper DN	Shipper DN	Tbc	Tbc	Tbc	N/A
5345	Deferral of creation of Class change reads for DM to NDM and NDM to DM sites at Transfer	CDSP	Xoserve	Shipper	Tbc	Tbc	Tbc	N/A
5453	GSOS 2, 3 & 13 Payment Automation	SGN	Shipper DN	DN	Tbc	Tbc	Tbc	N/A
5471	DSC Core Customer Access to Data	CDSP	Shipper DN IGT	IGT Shipper DN	Tbc	Tbc	Tbc	N/A
5473	Meter Asset Details Proactive Management Service	CDSP	Shipper	Shipper	Tbc	Tbc	Tbc	N/A

*Mod0651 : 28.01.23 - Change Status remains on hold and will be reviewed on a monthly basis with ChMC – in line with request from UNCC

DSC Change Pack Consultation Plan

(2 month view)
April-23

March-23

May-23

**XRN5602 - Releasing of unused capacity under a specific set of circumstances
(Modification 0818)**

**UK Link Manual – X09/X10 Record Cosmetic Update
For Information**

XRN5454 – SOLR Reporting Suite

XRN5604 - Shipper Agreed Read (SAR) exceptions process (Modification 0811S)

XRN5605 - Amendments to the must read process (IGT159V)

XRN5607 – Mod0816 – Updates to the AQ Correction Process

**XRN5482 - Replacement of reads associated to a meter asset technical details change or
update (RGMA)**

Delivery Key

 = Design Change Pack for Consultation

 = Solution Option Change Pack for Consultation

 = For Information Change Pack



6. AOB



Annex – For Information



7. DSC Change Management Committee Update

ChMC 08.02.23 Meeting

Change Management Committee Update – 08.03.23

ChMC Meeting



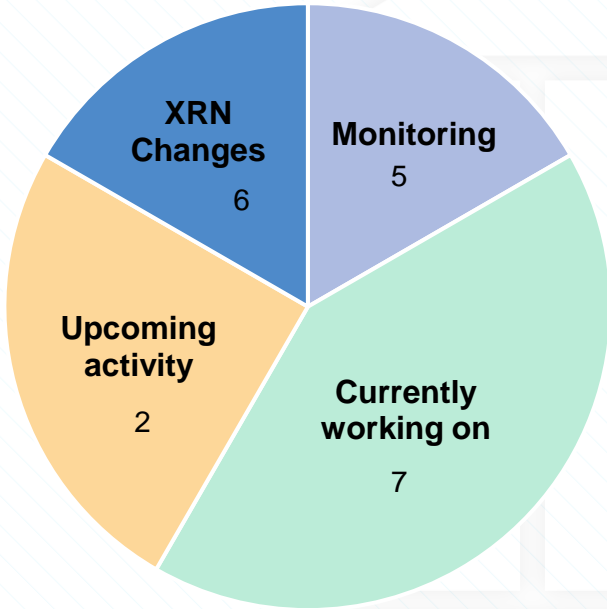
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PDF Document



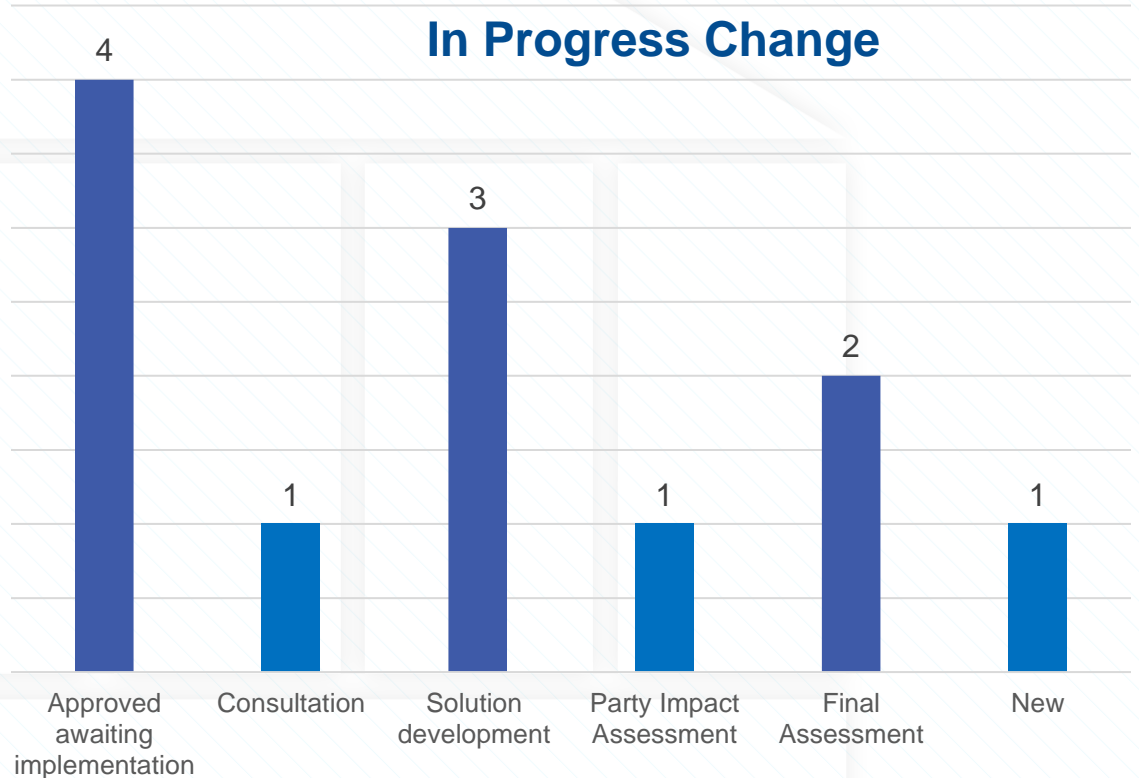
8. REC Change Update

Overview of In Progress REC Changes (high level)


All Change



In Progress Change



REC Change Pipeline – In progress

Title	Description	XRN / UNC Mod	Proposer	Impact/ Funding	Status	Next Action date	Release Type	REC Priority	Attachments
R0025	Service Provider Performance Charges (DCC)	N/A	Deloitte (RPA)	-	Approved - awaiting implementation	01/04/2023 – Proposed Implementation date	Standalone	High	 Microsoft Word Document

This Change was raised to introduce Service Provider Performance Charges linked to performance against service levels defined in the REC. We are monitoring this change as it references future performance charges on other service providers – including the GRDS.

R0047	Metering Code of Practice Consolidation Review	N/A	RECCo	-	Approved - awaiting implementation	01/04/2023 – Proposed Implementation date	Standalone	High	N/A
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This Change was raised to to consolidate the current Metering Codes of Practice into a single set of arrangements. Although we are not a directly impacted party, if and when this takes place, we may need to adapt our interactions with MEMs, DNOs and Suppliers.

R0052	GES Service Definition Document	N/A	Deloitte	GES	Approved - awaiting implementation	24/02/2023 – Proposed Implementation date	Major, Feb 23	Medium	N/A
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This Change was raised to align the frequency of certain reports detailed in the GES Service definition with the Retail Energy Code. As the GES Service provider, we need to monitor the outputs of this Change to ensure that everything is aligned following implementation.

Key:

	Currently working on		Upcoming		Monitoring
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Please note that we have provided our view of the Change summary and impacts however we recommend that DSC Customers monitor the REC Portal to form their own opinion regarding the impact to their organisation

Title	Description	XRN / UNC Mod	Proposer	Impact/ Funding	Status	Next Action date	Release Type	REC Priority	Attachments
R0055	Switching Operator Outage Notification Lead Time	XRN 5595	DCC	GRDS, GES	Approved - awaiting implementation	24/02/2023 – Proposed Implementation date	Major, Feb 23	Medium	N/A

This is a documentation Change that was raised to align the outage notification time. The original time was 10 working days (WD) however in the CSS Provider's (DCC) processes and the Switching Operator Change Management Process Category 3 document the notification time is 8 WD. As a result of this Change, as a Switching Data Service Provider, we need to amend internal documents that include processes surrounding interactions with the CSS Provider, to allow for the revised 8WD notice.

R0063	Addition of key information to all Service Now tickets	N/A	St Clements Ltd (on behalf of DNOs)	-	Solution development	21/02/2023 – Presenting solution to the Change Panel	TBC	Medium	N/A
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This Change was raised to improve the information that's included on DCC's Service Now Tickets which have been asynchronously rejected. We interact with DCC via SNow so we need to monitor and input into development.

R0067	Introduction of CSS refresh functionality	XRN 5567 / UNC Mod expected	Capgemini (RTS)	GRDS	Party Impact Assessment	01/03/2023 – Detailed Impact Assessment closeout (this is the 2 nd DIA that has been released as a result of replanning)	Legal text – Major, June 23 Technical Change - Standalone	High	 Microsoft Word Document
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This Change will introduce a resend and refresh functionality to help with the message interactions between the CSS and Switching Data Service Providers. Currently, there are cases where messages are being received after Gate Closure or not being received at all. We are one of the impacted Service Providers which means this Change is very important to us so that we are able to complete customer switches successfully.

Key:

Currently working on
 Upcoming
 Monitoring

Title	Description	XRN / UNC Mod	Proposer	Impact/Funding	Status	Next Action date	Release Type	REC Priority	Attachments
R0070	Provision of Enduring Test Environments	N/A	Capgemini	GRDS, GES	Solution Development	02/2023 – Awaiting Impact Assessment from Code Managers	Standalone	High	N/A


This Change was raised to introduce an obligation under the Retail Energy Code for the CSS or the Switching Operator (SO) to provide enduring test environments for REC parties to make the necessary system changes for REC Change Proposals (CPs) or internal system updates. We need to monitor this to ensure that the obligations on GRDS are understood, and that we contribute to the development of this Change.

R0073	Introduction of a Housekeeping Change Proposal Process	N/A	Gemserv	-	Final Assessment	24/02/2023 – Consolidated Consultation Response and Final Change Report published	TBC	Low	N/A
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This Change was introduced to create a process which allows parties to amend typographical errors, formatting, and consistency errors (such as Paragraph numbering), out-of-date references to documents and updating addresses (including email) in the Retail Energy Code. Although it is a housekeeping Change, there are also amendments to legal text that we need to be involved in. Its important we monitor the outputs of this Change to capture any amendments that might be needed to our internal documents as a result, or if it creates inadvertent Change.

Key:

- Currently working on
- Upcoming
- Monitoring

Title	Description	XRN / UNC Mod	Proposer	Impact/Funding	Status	Next Action date	Release Type	REC Priority	Attachments
R0074	Release of Community View Data Items to MEMs in GES	N/A	Xoserve	GES	Final Assessment	24/02/2023 - Changes to the DAM 27/02/2023 – Functional Change planning	Changes to the DAM – Major, Feb 23 Functional Change - TBC	High	 Microsoft Word Document

This Change was raised to enable MEMs to 'Community View' access to a limited set of data in the GES, for sites where they are not the appointed MEM. As the GES Provider we are heavily involved in the planning and delivery of this Change.

R0091	Clarifications to the Theft Detection Incentive Scheme	XRN 5236 MOD 0734	Deloitte (RPA)	-	Consultation	10/03/2023 – Consultation closeout	TBC	Low	N/A
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Following implementation of UNC Mod 0734 the RECCo are responsible for providing details of Confirmed Theft to the CDSP. We expect this to be the REC change that implements this obligation.

Key:

- Currently working on
- Upcoming
- Monitoring

REC IA Demand


Title	Description	XRN	Proposer	Impact/ Funding	Status	Next Action date	Release Type	Priority	Attachments
R0048	DCC Service Organisation Control 2 (SOC2) Assessments	N/A	DCC	-	Solution development	10/03/2023 -Preliminary Change Report and consultation closeout	TBC	Low	

Currently, the CSS Provider is obligated to undertake system organisation control type 2 (SOC2) assessments on the CSS's cloud-based infrastructure. This Change was raised to assess if the SOC2 assessment provides a proportionate level of assurance or the best value for money and if it should be change to 'independently assessed'. We are monitoring to determine whether there are impacts to GRDS / GES.

R0088	Make Shipper NExA values available on the GES portal	XRN 5186 MOD 0701	Xoserve	-	New	w/c 27/02/2023 – Lead analyst being assigned 02/2023 - Impact assessment	Major, June 23 to align with	Medium	
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XRN 5186 - Modification 0701: Aligning Capacity booking under the UNC and arrangements set out in relevant NExAs makes additional information available to GES Users which require reflection in the REC. Although all of the technical change has already been developed.

Key:

 Currently working on

 Upcoming

 Monitoring

REC Related XRN Changes

Description	XRN	Proposer	Impact/ Funding	Status	Next Action date	Release Type	Priority
Processing of CSS Switch Requests Received in 'Time Period 5	XRN 5535A	Xoserve	GRDS	In Delivery	13/03/2023 – Detailed Design Change Pack for approval	TBC	High
Resolution of Address Interactions between DCC and CDSP	XRN 5546	Xoserve	GRDS	Under development	Regular conversations with DCC as work is ongoing	TBC	Medium

Key:

 Currently working on

 Upcoming

 Monitoring

(Gas) REC Change Pipeline - Under Prioritisation Review

Title	Description	Status
R0049	Intellectual Property Rights and Services Data Main Body changes	Initial Assessment
R0051	Switch Request Objections (Change of Occupier)	Initial Assessment
R0056	EES/GES additional service request for Housing Associations to be added to the Matrix	Initial Assessment
R0059	Maintenance of Qualification Schedule Change	Initial Assessment
R0068	REC Data Protection Changes	Initial Assessment
R0069	Amendments to Sample Access Agreement	Initial Assessment
R0071	DCC access to EES and GES	Initial Assessment
R0075	Enabling Software Product Qualification	Initial Assessment
R0080	Improvements to "Failed to deliver" CSS messages	Initial Assessment
R0081	CSS Market message retry strategy	Initial Assessment
R0082	Formalising the Submission of PPMIP Unallocated Transaction Report (UTR) Files	Initial Assessment
R0084	Housekeeping changes to the approved legal text for R0047	Initial Assessment
R0085	Switching Programme Designation of the Steady State Commencement Date	Initial Assessment
R0087	MAP GES data access	Initial Assessment

(Gas) REC Change Pipeline - Under Prioritisation Review

Title	Description	Status
R0089	Removal of Pre-COVID AQ Value from Data Access Matrix	Initial Assessment
R0092	DCC Service Level Agreements for the Switching Incentive Regime	Initial Assessment
R0093	Uplift to CSS Maximum Demand Volumes during MHHS Migration Period	Initial Assessment
R0094	Clarify obligations on gas meter exchanges that occur close to CoS	Initial Assessment
R0095	Changes to allow DNOs to reinstate disconnected MPANs	Initial Assessment
R0096	CSS Message Regeneration Functionality	Initial Assessment
R0097	Consequential Change for CSS Smart Meter Data Retriever Appointments	Initial Assessment

For Information



Background

In October-22, ChMC agreed to include 350k in BP23 (within the General Change budget) for use against REC Change, specifically to mitigate against the expected increase in REC Change demand, as at the time, this was unknown.



Observations

In recent months, we've seen the number of REC Change Requests being raised exceed even the expected increase, with a large number awaiting initial assessment by the REC Code Manager.



Driver

This includes an increasing backlog on Gas related change proposals that ultimately will require varying levels of Impact Assessments to be carried out by the CDSP within the formal timescales set out in the REC.



Forward Projections

The REC have advised that this upward trend is not looking to tail off but potentially increase further as the year progresses, as well as expressing the desire for increased engagement with the development of change.



DSC Risk

As a result, without increasing resources to carry out impact assessments, DSC change development will suffer and get deprioritised or even cease entirely as REC change takes priority.



Mitigation

CDSP will, from April-23, drawdown on the General Change budget (BP23) to increase its ability to progress REC Impact Assessments ensuring its continued conformity to regulatory obligations, while still being able to develop DSC related change.



9. DSG Defect Summary



DSG

Defect Summary
Report for March 2023

Defect Summary Statistics

	Newly Discovered Defects						TOTAL	GRAND RELEASE TOTALS
	D1	D2	D3	D4	D5	Not Set		
Urgent Fix (D1/D2)	0	0	0	0	0	0	0	0
r7.45	0	0	0	1	1	1	3	3
On Hold	0	0	0	4	0	3	7	7
Requires CR	0	0	0	0	0	0	0	0
Release Planning	0	0	0	0	0	0	0	0
Future Release Dependent	0	0	0	0	0	0	0	0
Currently Unallocated	0	0	3	34	0	43	80	80
TOTAL OPEN	0	0	3	39	1	47	90	90
Resolved	9	227	599	701	28	28	1592	1730
Fix Deployed - Pending Data Correction	0	0	0	2	0	0	2	2
TOTAL CLOSED	9	227	599	703	28	28	1594	1732
GRAND TOTAL	9	227	602	742	29	75	1684	1822

Closed Defects between 1st Feb & 28th Feb 2023

Defect ID (RTC)	Deployed/ Closed on	Description	Amendment Invoice Impacting
68626	Resolved	Proactive / UK Link / ISU / EWS Job is getting failed due to memory size issue / Defect	No
68614	Resolved	Sub energy for a Prime with more than 1 Sub sites is populated with incorrect values within ASP/AML	No
68399	Resolved	IQL missing EMR contact details	No
68343	Resolved	(P&S) Effective TTZ is not getting calculated correctly for NDM prime sites as per XRN5072 logic.	Yes
68342	Resolved	(P&S) Reads under EUC band are processed in incorrect manner for Class 3 prime sites	Yes
68059	Resolved	(P&S)Auto-resolution of LD01 exception fails for prime sites when Shipper transfer occurs on D date and LDZ change occurs on D-1 date	Yes
68020	Resolved	(P&S) Class Change (FICC) read is not loaded in Prime-sub staging table when Class change occurs from class 3 to 4	No
68019	Resolved	(P&S) Missing OPNT read in Prime-Sub table when cyclic read is loaded within D+6 toD+10 window of the Shipper transfer and Incorrect Volume/Energy for Net-off device	No
68017	Resolved	For Class 4 Prime sites - When Check to Check Rec is processed for an SFN read the Rec type field is blank in REC_HEADER staging table	No
68016	Resolved	(P&S) Missing LDEX read in Prime-Sub Staging table for NDM sites and Incorrect Volume/ Energy for Net-off device of the LDEX read in EL31 screen	No
67437	Resolved	Incorrect AQI Acceptance	No
66882	Resolved	SAP BW - Gemini data load of Initial energy value is zero for few meter ID in SAP BW Energy universe while they are populated with a non-zero value	No
66623	Resolved	(P&S) In Class 4 Prime-sub sites, When Shipper transfer is performed for sub site on D date followed by loading an actual read through read submission(RD1) file ,within transfer window(D to D+5), the transfer read estimation is not getting triggered	Yes
64353	Resolved	SAP - RGMA - Asset status reason in EGERR STAT H table and read reason in EL31 screen updated incorrectly for convertor. It has impact with external customer as DES screen will display incorrect device status and read reason..	No

Amendment Invoice Impacting Defects - Open

Defect ID	Status	Primary Business Process	Description
68473	UAT Phased Assurance	Metering	For NDM sites when class change replacement read is loaded prior to estimated class change+ shipper transfer read, next volume & next read date is not populated
68453	UAT Assurance	RGMA	Class 1 & 2 - Energy and Volume is copying to commodity profiles for Greenfield back billing scenarios
68449	UAT Assurance	RGMA	Class 1 & 2 - Incorrect Commodity Billing for Brownfield back billing scenario
68376	Ready for Internal Testing	RGMA	UKLP: SAP: RGMA: Volume and energy populated incorrect for RGMA final read
68374	UAT Assurance	Metering	RGMA D+6/D+10 scenario Estimate got same read as previous
68370	DRS Completed	Metering	LD01 resolution process does not work when switch involves class change from 4 to 3
68344	Ready for Internal Testing	Metering	REC flag is immediately updated after uploading a Replacement read on class 3 start date (class change from class 2 to class 3)
68340	Awaiting CAB	Metering	Incorrect volume/energy is populated for FINX read loaded after estimated transfer reads due to the last actual read being an inserted/replaced actual read

Amendment Invoice Impacting Defects - Open

Defect ID	Status	Primary Business Process	Description
68266	UAT Assurance	Metering	Duplicate site visit read is being accepted for same date in NDM sites causing the original site visit read with correct volume/energy to be set to inactive
68180	UAT Assurance	Metering	Incorrect volume calculation for class 3 sites between class change date and first cyclic read received post class change to class 3 for Meter-Corrector sites
67938	UAT Phased Assurance	Metering	Incorrect volume/energy is calculated for actual read loaded after estimated transfer read due to the last actual read on the site being an inserted actual read
67274	UAT Assurance	Metering	In class 4 site CA is not getting applied from CMS end for one day and In class 2 site CA is not getting applied where adjustment end date is Shipper end date.
63690	UAT Assurance	Metering	Issue with the Class change re-estimation; whenever the previous Class is either Class 3 or 4, and the Read is received in the Class 2 period, the Class change estimated Read on the Class 2 start date does not get updated
68608	DRS Completed	Metering	Last read date & New Volume/energy not populated for CCG read in UBR table when an actual read is loaded in class 2 on D+1, after class change from class 3 to 2



10. Portfolio Delivery

10. Portfolio Delivery Overview POAP

- The POAP is available [here](#).

