

DSC Delivery Sub-Group Minutes

Monday 25th March 2024 at 10.30am

Microsoft Teams Meeting

<u>Industry Attendees</u>		
NAME	ORGANISATION	INITIALS
Paul Main	British Gas	PM
Oorlagh Chapman	Centrica	OC
Graeme Cunningham	Centrica	GC
Kirsty Dudley	EON	KD
Tim Wright	MBGP	TW
Gareth Powell	NPower	GP
John Gardner	SSE	JG
Joanne Rush	SSE	JR
Philippe Leibrecht	Uniper	PL
Kevin Clark	Utilita	KC
Paul Senior	Utilita	PS
Daniel Kearney	Utilita	DK
Emma Winterbottom	Utilita	EW
Tom Stuart	WWU	TS

<u>Xoserve/Correlate Attendees</u>	
Paul Orsler (Chair)	PO
Loraine O'Shaughnessy	LO
James Randall	JR
James Barlow	JB
Benjamin Snell	BS
Nandini Kundu	NK
Andrew Steed	AS
Simon Harris	SH
Jo Williams	JW
Salma Khan	SK

Slides available [here](#).

1. General Meeting Administration

1a. Welcome and Introduction

Paul Orsler (PO) welcomed everyone to the meeting and informed all attendees that this meeting is being audio recorded for the purpose of producing the minutes, each recording will be deleted once the relevant minutes have been signed off. PO informed the attendees of the following [agenda](#) items.

1b. Previous DSG Meeting Minutes and Action Updates

PO asked LO if any updates had been received to last month's DSG Minutes. LO advised that a request had been received, to change an attendee's organisation. LO suggested if anyone is joining the DSG Meeting that has not attended previously if they could please add their organisation to the meeting chat. PO agreed that this is a good idea as this meeting is an open forum, and it would be beneficial to support the minutes. No further questions were raised in relation to the minutes, so minutes were formally approved.

PO reviewed the open and recently closed action logs in the presentation and advised that the full list is available via the link on the presentation for further information.

PO provided the following update on the open actions as follows: -

PO advised that Action 23-0101 – Change Pack has been issued for the CSEP Capacity Management. Kirsty Dudley (KD) had raised this action and asked for an update on this change, relating to shipper considerations for Part B. PO advised that this will be discussed further during the meeting today.

PO advised that Action 23-0102 relating to XRN5614 – Impacted volumes and creation, that further information will follow during the meeting today. A detailed Design Change Pack has been issued in March. KD advised that she is satisfied with information provided and is happy for this Action to be closed.

Action: 23-0102 – Closed

PO asked if anyone had any questions, KD referred to Action 24 – 0105, relating to the transparency on the costings for a HLSO/ROM initial view to what has been costed at the end believes this to have been closed as it is being progressed as a continuous improvement and wanted to know what this meant. PO advised that this is being picked up under the Change Management Committee meeting (ChMC) via the Change Budget update, and provide regular stats for those that is reserved for solutions that have been developed initially estimated and the amount of committed spend where those changes have progressed into delivery phase, also CDSP also report through the KVI Survey that is

sent out quarterly, on how accurate the HLSO estimates are against actual delivery costs to provide transparency for each individual change and actual delivery cost, we are also looking at pulling together and assess how we can provide that information on an individual customer portfolio view and progressing into BP24. KD thanked Paul for adding context to this action and is happy that this can be closed.

Action: 23 – 105 Closed

2. Changes in Change Development

2a New Change Proposals – Initial Overview of the Change

PO confirmed during the ChMC there were a number of changes discussed and we bring these to the DSG to talk through for awareness and information. It gives an opportunity to discuss the changes.

2a.i. XRN5732 Inclusion of IGT MPRNs into specified existing DSC Processes

PO introduced this Change which has been raised on behalf of IGT Customers by BUUK, to ensure IGT Supply Meter Points are treated equitably in line with GT supply points relating to a number of UNC modifications that were introduced a number of years ago: -

0424 (Re-establishment of Supply Meter Points – prospective measures to address shipperless sites) - for an equivalent IGT process.

0425V Re-establishment of Supply Meter Points – Shipperless sites

0431 Shipper/Transporter - Meter Point Portfolio Reconciliation

The Change Proposal (CP) is to ensure IGT customers have an equivalent IGT/GT Service against these meter points, as parties in this process would have a similar obligations and responsibilities as the DN's interaction and involvement in the DSC specified processes where necessary, to enable mutualised service coverage across DN and IGT customers.

PO advised this change is to assess feasibility and what needs to potentially change in the existing process, if anything at all, and to provide the detail back to this group ahead of potentially lining those changes up for a future delivery into the UK Link estate.

PO asked if anyone had any questions at this stage. KD asked if PO could explain, how do we know how this aligns with their portfolios, as KD is aware, where they are in IGT portfolio but not in UK Link, so how can we be sure that this solution captures all meter points. PO asked KD to explain if this was a physical asset exists or ahead of a physical

asset in situ. KD confirmed it is a combination of both. Some were found in migration activity and most of her organisations have been tied up and advised that it could have resulted from the root cause was Nexus migration so if we found some in our activity then potentially what else is lurking. PO advised from an existing process perspective, CDSP would work on the assumption that the DN's portfolio is entirely within the UK Link estate, would be managed, however, from IGT and prior to Nexus and post Nexus would have certain controls over their own portfolio and review feeds into these processes. KD advised that she is supportive of this activity but wants to make sure that the starting point includes everything and that this is assessed ahead of this getting into deep design.

PO advised that CDSP would capture this in the User Requirements, user story. KD suggested that a particular IGT, or the sponsor does an activity with CDSP to compare portfolio to see how close a match it would be, noting that this was a problem 12-18 months ago could have fixed itself but on the otherhand could still be a problem. KD asked PO if this could be reviewed.

New Action 24 - 0110: KD requested that further clarification on assessing how CDSP know that there is no misalignment of portfolio to ensure all meter points are captured before getting into deep design.

PO to provide an update on development progress on requirements gathering exercise to this group prior to and ahead of assessing viable solution options and suggested this to be in May DSG Committee.

No further questions were raised.

2a.ii. XRN5711 June 24 Major Release

PO advised that this change proposal has been scoped as firm delivery and funds are in place for June 24 Release, the changes are as follows: -

XRN 5573B - Update to The Priority Consumer Process (as designated by the Secretary of State for Business, Energy, and Industrial Strategy - BEIS)

XRN 5675 - Implementation of 0836S - Resolution of Missing Messages after CSS implementation and integration with R0067 and 0855 - Settlement Adjustments for SMPs impacted by the Central Switching System P1 incident.

2a.iii. XRN5727 Minor Release Drop 12

PO advised this was brought to ChMC last week for Minor Release Drop 12 which comprised of one Change proposal within this release relating to a Credit Risk Neutrality team process:-

2a.iv. XRN5582 Energy Invoice Upload from UK Link to Gemini for awareness.

PO introduced this Change Proposal to enable the Credit Risk Neutrality Team within Xoserve the functionality to be able to ensure that UK Link Energy related invoices are recorded in Gemini to support cash collection, cash allocation and indebtedness monitoring processes. This is currently a manual process and can take the team up to 2 hours a day to complete. This change will automate the process and upload the invoices produced by UK Link and upload them to Gemini.

This will reduce effort for the team and be able to support the team in providing timeliness of information to EBCC and make those cash calls etc...

PO advised that we do not envisage any external impact to this change and is entirely insulated to internal teams and internal technology teams. We have brought it to DSG for awareness at this stage.

2a.v. XRN5746 Updates to the CDSP Service Description Table (v33)

This CP will create a new Service Lines to support mod 0811s (XRN5604) and amendments to support the PIX to CIX Migration Project following the February release, no immediate action on this is required from a customer. This will go to Contract Management Committee (CoMC) for approval.

2a.vi. XRN5748 DDP Release 1 2024/2025

PO advised that this is a new way of doing things for CDSP from a governance perspective, but we have created Change Proposals for DDP 24/25 to support the Data Discovery release approach and will present to ChMC on a two monthly basis, approach, there are 6 in a business plan year and this is the first of these releases which has been scoped with the DN customer group as one of the funding parties that DDP. CDSP have assessed the priority of the changes in the data discovery sort of workshops and effectively this is the highest priority change demand that the DNs have for DDP this relates to decarbonisation, dashboards, and visualization of decarb related meter point data.

PO advised that this was presented to the ChMC, CDSP had some feedback about whether or not this has gone quite far enough to cover off some of the governance and decision making that takes place on DDP releases so CDSP will continue to review this. PO advised that we are optimistic that this provides greater level of transparency to customers ahead of those releases taking place and the change proposal itself will outline the level of engagement and decision making that is informed for the proposed scope for the release before it is presented to the ChMC, noting that the ChMC can challenge this if it is felt that the proposed scope is appropriate, or they feel that there is a greater or more pressing scope is needed from a market or from a customer perspective that needs to be prioritised over the intended release scope.

KD – asked what the expectation for views is, is this coming to this group for information purposes only and is everything being covered in the DDP Meeting. PO advised DSG is certainly for information, however the ChMC do have the ultimate say, but we still want to use those constituency groups to try and build up and understand what the rationale is and what the priorities are, but noted that prioritisation will absolutely be in line with the change management prioritisation procedures, therefore, regulatory will always take highest priority of the demand, followed by DSC services and then value add, backlog is lower down the priority list.

PO advised that CDSP are trying to provide greater visibility of this backlog, so that customers outside of these focus groups and what this comprises of as we are aware that there is different audiences, so CDSP need to provide assurances that the right people are feeding into the right decisions and making decisions on how these are prioritised and scoped. KD thanked PO for providing the context on this.

2b. Change Proposals Initial View Representations

None for this meeting.

2c. Undergoing Solution Options Impact Assessment Review

2c.i. XRN5616b – CSEP Annual Quantity Management (MPRN Creation Referrals)

PO provided a brief overview of this Change Proposal, Solution Change pack review, noting that this was issued in the March Change Pack Relating to Part B. MRP Creation referrals for representation.

PO advised that Part A of this CP addressed the CSEP Creation and amendment requests, so separated this by assessing the solution that would introduce the capability for CSEP

creations and amendments to be referred to the lead DN for approval. This XRN 5616b, Part B will address the functionality MPRN Creation requests submitted by the IGTs.

PO explained that this has been walked through with DNs and IGT customers as recently as last week and they are aware of the material.

PO explained that this Part B will address the functionality and the requirements related to MPRN creation requests which are submitted by the IGT. PO advised that the DNs do not currently have that level visibility of IGT network expansion, so effectively, The DNs and IGTs will agree the Connected Exit Point loads, maximum quantities and will understand the broad plans that the IGT will lay with their developers and with their utility infrastructure providers. PO noted that since 2017, it has been an industry activity that has been driven and controlled by IGT, (Independent Gas Transporter parties) who master the CSEP data sets, and they also are fully responsible for creation of associated meter points. There have been examples where this has caused pressure issues and the IGTs are responsible for assuring that capacity is managed effectively, and the loads are available for consumers. In this element of the change, the DNs require a mechanism for reviewing and/or rejecting and approving where those meter points exceed the CSEP load that has been agreed between the IGT and the DN. The CDSP report to the DNs in instances where MPRN are created that would cause that CSEP to breach its AQ Load. This change will allow the DNs to reject or accept meter points where this AQ load is breached for the CSEP quantity.

PO invited Benjamin Snell (BS) to walk through the solution overview.

BS advised as PO had alluded to, that Part B, is like Part A and will create new screens on the Portal. This will give the DNs the opportunity to view any MPRN AQ loads and choose whether to accept or reject into UK Link. Rejections will have new rejection codes that will enable this to be communicated back to the IGT. Further information can be found on the diagram provided on Page 22 of the presentation.

BS went through the Options Slide 23 and the customer requirements. advising that the objective would give the DNs more control so they can let the IGT know where the max CSEP AQ load has been breached. CDSP will be keeping IGTs informed throughout the journey. BS advised there is a new data table within UK link for the MPRN creation data. it will provide the DN control over capacity management which is obviously the main objective. It will use the existing DNA portal to display the referrals which they already have access to. CDSP also need to let IGTs know when to communicate with them when things are being referred because not all creation requests will be referred, it is just those that have breached the Max AQ.

BS explained the cons, one being as there is more things in the portal there is more to retrieve and therefore performance could be impacted based on the number of fields and MPRNs required if we get a lot of MPRNs being referred it will be a lot of calls back to UK Link.

BS advised there is limited, downstream impacts due to the way CDSP are creating the new custom table and advised that it should not impact too many processes, There is a couple, but not that many thanks to this new table and some referral process impacts due to changes in the referral data table, so some regression testing will make sure that current referral processes are still working and not broken as part of the changes CDSP will make to existing table. BS asked if anyone had any questions on this.

KD asked, from a shipper perspective, is this a (New Connections) or is it also like alterations in supply capacity, so for instance, customer says for instance, I've got currently a storage unit that I want to change into a window factory, so my usage is going to ramp up, so does it cover both setting things up and altering current supplies?

BS advised that, that any amendment requests in this one is not part of the scope as it was seen to be too complex, and it would require a lot of changes so just focus on creation requests for this change.

KD noted so just the new ones, also advised that she was happy to close the action she had raised relating to this action.

Action: 0101 - 23 can be closed.

PO explained that the main consideration from a shipper perspective on this one is coordinating the timing of when IGTs send in a meter point request to be created, there is a whole PSA, PSB new connection agreement between shippers and IGT's, which gets agreed before the IGT creates the meter points. PO noted, that there is a scenario potentially where the IGTs could attempt to create those meter points after the PSA has been agreed with the shipper and the DN feasibly could say, sorry, you can't have those meter points in UK link at this stage because the loads are not sufficient. This would have to be managed through a correction to the CSEP load which would need to be negotiated between the DN and the IGT. and the resubmission of the meter point requests once that load was permitted. PO went on to say that this would be the main consideration, from an end-to-end change perspective and whether it is worth it or not, there is a need to review at which point the IGT triggers the meter point creations and what the IGT would do in the instance where they potentially created and agreed meter points with a shipper, but those meter points couldn't be released effectively by the DNs, due to that breach of AQ load.

KD advised that they could send a revised PSR through to shipper and asked, if there was a change to a property type or quantities of that type of property built at that development, similar to the brand new or alterations, how is this going to then have a post implementation review is there scenarios that have been overlooked or complexity put into a particular pot that needs to be looked at in its own right,

PO advised, that CDSP have looked into all these related scenarios which have been considered in the new processes, and the CSEP creation and amendment process in these instances where a MPRN has been created, but the property purpose or where the dynamics of a property is changing, naturally, this would feed into the existing process as is, but would also feed into how the CSEP capacity is being monitored or managed upstream. PO stated as BS had alluded to, CDSP has spent time talking through this and, as an example do CDSP allow specific MPRNs to be referred or do CDSP, take an all or nothing approach to what the DNs would permit to be accepted for example, that could potentially lead to a differential of treatment to individual MPRNs through the Customer requirements assessments and acceptance criteria and should be captured and support the 'should have requirements', by the IGTs and DNs. KD asked does that mean that there is not a plan to do any reviews post implementation at this stage.

PO advised that CDSP do have requirements captured, ensuring we have got readily available data to assess the usage of the process and its performance, so that would allow CDSP to routinely to look at this , that is subject to this change being implemented, and would allow us to review how successful the changes has been and has that led to an improvement in the accuracy of CSEP load management and are CDSP seeing any instances where potentially other processes are being used to potentially work around or and mitigate some of the restrictions that are being put in place, for example, the business owners effectively will review once it has been implemented so we can report back, is this is this meeting the needs still and has it delivered the expected benefits case, and ultimately it will allow us to make a decision has the change still cost beneficial and if not do we look to remove some of that technical debt from the estate.

KD supports all the comments PO provided, however wanted to further understand the additional bit relating to any currently unknown dependencies that are caused once it has been delivered as with anything and with the best will in the world, KD advised, we can think of all the scenarios, but there is potentially that something that could slip through the net, KD advised, what I am trying to do is have a safety net for this to ensure it is absolutely delivering what the DNs want for the safety and security of the supply, as this is really important, but from a shipper's perspective, is there something that could be clunkier then first anticipated, we do not want to overlook that as it has fixed the primary element but could have caused the secondary element. PO advised that this is something that the CDSP will be able to see when managing this service. KD advised that this does give her comfort

and therefore is happy to close the associated action. KD advised that she is not proposing to do a response on this Change Pack, as everything has been discussed and addressed.

PO went on to share the customer requirements slide, and requested parties to review this and how they trace to the acceptance criteria to the assumptions, dependencies, and risks.

BS called out the new portal screens advising that referrals cannot be amended but also IGT cannot change the amount or the DNO and there could be a new rejection code as to the reason, so they could resubmit in an amended format.

PO shared the mock-up of the screens and advised the screens are a mock up and is not the final product but a view as to what it could look like and will review more in the Detailed design phase and agreed on at a later stage. Also, BS advised that the creation screen will have to be in batches, so if there is a lot of MPRN requests or multiple MPRNs at the same time and instead of submitted individual, therefore the DN has to reject all or nothing.

PO reminded DSG that this is out for industry representation for this Change Pack closes 3rd April 2024.

3. Changes in Detailed Design

3a Design Considerations

PO provided an overview of the 3 design considerations as follows: -

3.a.i. XRN5556K - Contact Management Service (CMS Rebuild) DMQ and GEN

PO introduced Jo Williams (JO) to go through this CP.

JO advised that this is the final Change pack of the CMS rebuild, advising that this is a streamlined process of the five individual processes that are rarely used across the board and referred to the slide on the associated changes. JO advised, that the change will allow the customer to be able to select whichever process that they want, and it will bring up the relevant field, it will bring up the relevant field, so rather than having five different contact codes, there will be just one, so the look and feel will be better.

This will be delivered alongside version 1.10 and delivered later in April. The process flow is nice and simple and has been provided in the Detailed design and we will be doing a Show and Tell at the next customer focus group which will be on the 12th of April following the v1.9 release.

JO noted that there was a slight error on the slide presented advising that it should read the DMQ process will be delivered on the 8th of April. A new slide will be uploaded post meeting to ensure the slide is correctly published. The GEM process is Version 1.10. PO noted that the Change pack does have the correct information within it.

KD – advised JW not to worry as the Change pack information is correct – Post meeting update. LO has updated the presentation slide on the website to reflect the correct information.

No further questions raised.

3.a.ii. XRN5614 - Improving IGT SMP New Connection Process to Support Accurate and Timely Supplier Registration –

PO introduced Nandini Kundu (NK) to walk through the Detailed Design for this CP from the slides presented. NK provided background to this change, advising that the purpose, is to provide the IGT with the necessary data set that the shippers and the supplier organisations use to create the end customer accounts within their related IT systems, which triggers their associated registration activities.

NK explained that this data, this process flows through the IGTs from the respective property developers and explained, that an agreement is reached when a shipper takes the responsibility for their associated offtake at the appointed premises before notifying the IGTs of any changes to their previously elected shipper. Therefore, where this data becomes inaccurate or outdated, it can lead to a delay, which is ensuring that current registration details are recorded against the IGT supply meter points.

NK went on to explain, where a supplier has enacted a registration request with the REC Central switching service provider, CDSP receives this information and can no longer recognise this site as a pre-registered site. Currently, CDSP are unable to facilitate the notification to be sent to the shippers where the IGT's have been informed by the property developers that their shipper and the supplier details have got amended, this can result in lengthy delays, hence, the CDSP requires a mechanism to ensure that this information can be passed to the relevant shipper organisations to allow appropriate action to be taken. This change will also support accurate and timely elected shipper supplier registration for IGTs MPRN installation and registration process.

NK advised that this is only related to the elected shipper supplier registration process for the IGTs, where this change will bring benefit.

NK asked if anyone had any questions on the background, no questions raised.

NK went onto explain the proposed solution option, explaining that CDSP are proposing. In the UK link perspective, there would be certain changes where an IGT submits an amendment file, which is the IMA file - this validation will no longer be applied to check if the site is already registered or there is an in-progress registration request in process. The amendment IMA file will be changed to accept the elected shipper, supplier amendment validation, amendments, and the validation for the rejection code, which is IGT 00924, which is the meter point, cannot be amended following the shipper registration and will be removed from that IMA file further elected shipper, supplier amendments only and also to note here that the validations will still continue to occur when there is a cancellation request which is received.

NK explained that a new validation will be introduced in the IMA file, to reject the elected shipper supplier amendment request. In the instance where there is a meter present for the site or if there was a meter present earlier, but not present currently during the processing of the JMA request, the AES file and the DES file notifications will be issued respectively to the newly elected and the de-elected shipper and the files will be sent to the relevant shippers. In the instance, where there is a different shipper registered, they will not be notified of any changes to the elected supplier shipper changes, which happens. This would only happen if the IGT updates the current registered shipper as the elected shipper, the AES file will trigger to the registered shipper, so these are certain scenarios we have called out where an AES or a DES file to the shippers elected and de-elected shippers.

NK asked if anyone had any questions on this.

NK went on to explain the changes to UK link changes as mentioned, explaining that there will be a new validation, therefore a new rejection code, which is being introduced, the IGT 00964 which is the meter point has current or historic device, elected shipper Supplier updates are not permitted and it will be introduced as part of this change. NK explained that the rejection notification will be sent to the shippers via IME file and if the registration data is found and the IMA request has also updates in the market sector code MAM, the original meter point AQ, which is the RPC, then no updates will be sent for the market sector code MAM and the AQ roll value, only for the original meter point. AQ value will be updated and along with the elected shipper, supplier details.

NK advised that in this process we are generating one ad hoc one-time report which will allow the IGT's to identify the current shipper supplier as stored in the UK link system and it will be a one-time reconciliation snapshot data extract from the SAP ISU, and it will contain the certain data points which is listed on Slide 37. The purpose of this, as mentioned in the slide

deck is to do a one-time reconciliation within the IGT systems and processes. so this is to help the IGT team members to reconcile, to do a reconciliation in their respective process and it will be a Portfolio report and of course it will be sent respectively to the respective IGT's to help the IGT team members to do a reconciliation and will be a portfolio report.

PO wanted to call out which is detailed in the Design Pack, is that CDSP are proposing to effectively to use the current shipper interfaces that we have in place the AES a DES files and same format of those. The main difference from a shipper perspective is that we would not be in a position to forward these notifications onto a shipper in the instance where a shipper has reached that registration status, and is allowing CDSP to facilitate that notice and might drive the shipper to use that data to trigger in some instances of registration or deregistration that actually they have registered that sight and the elected shipper has changed.

The other point to draw out relates to the one-time report. This is largely linked to KD's earlier point to make sure we have a good view on what the existing portfolio looks like and it will do a number of things but will identify where sites are present in UK Link and not present in the IGT's own record, but will allow us allow us to identify sites in IGT that are not in UK Link and also in the mix it will allow us to identify where a site is in both records but not recorded against the correct party. This could lead to other activities to support aligning this data across different parties identified in the process.

Potentially a useful exercise to support this change and the changes described earlier 5732 and the inclusion of IGT sites in CDSP processes.

Next Steps, for this CP, there is a link to the CP it is listed that it is out for consultation until the 3rd April but also appended the link to the change so you can view has peaked an interested in your technical or processing teams, It will be IGTs and Shippers that will need to be onboard and supportive of this change at the ChMC in April for a decision to move into delivery phase.

PO asked if any questions on any of the above points, KD advised that the action on this can be closed on this point.

Action: 23 – 0103 Closed

3.a.iii. XRN5675 – Implementation of 0836S - Resolution of Missing Messages after CSS Implementation and Integration with R0067 and 0855 - Settlement Adjustments for SMPs Impacted by the Central Switching System P1 incident.

PO explained that this change, which is currently out for consultation, stemmed from the P1 incident which occurred last summer, in the CSS system. PO invited Andrew Steed (AS) to provide the background to this one.

The P1 incident, resulted in around 84000 registrations being processed in the CSS system on a date about a month before being processed on UK link so the registrations are misaligned and therefore the billing positions are incorrect. As a consequence, two Modifications were raised to enable the CDSP to issue adjustments where appropriate to these errors, the first being Modification 855 for the directed parties as a result of the PI incident, and the second MOD 836s to look at the enduring process, where it is misaligned in the future.

AS explained the proposed solution is semi-automated solution, the goal being, to adjust the billing positions to correct the billing position for this misalignment e.g., the first step in the process is to estimate and upload a CSS registration date into the UK link System, for Mod 855, this will take place after June go live and start loading the reads into the system.

The next step is to notify both Shipper A (outgoing party in UK Link) and Shipper B (incoming party in UK Link) Shipper A will be notified by the MBR file, (Billable Meter Readings in UK Link). Once reads uploaded, and there will be an automatic a CSV file with read information produced and emailed out to Shipper B, where we have identified there is already a read in the system both A and B will be notified via email with CSV file.

Once these have been issued, Shipper A will have to submit a replacement read and they have a period of time to do this, this will be via email and is 'The Settlement Adjustment Determination date.' An email will be sent to Contract managers, and we will review if this is a good mode of communication ongoing, but initially it will be an email to the Contract managers. Further details can be found on Slide 42

Where the CSS Registration Effective Date Meter Reading is replaced, existing process will be used. Where Shipper B will be shared the revised meter reading as a CSV file issued via email, Following the Settlement Adjustment Determination Deadline, automated energy calculations will be carried out. Differences between the (CSS and UK Link Registration Effective Date Meter Readings), in the instance of the 84,0000 sites, CDSP, will not carry out a materiality test, however future ones will have a materiality check with Settlement Adjustments being carried out only where the energy value is greater than 1,200kwh or greater.

PO advised that information is in the detailed change pack together with a Process flow, with further information and the Shippers, DNOs and IGT will be voting at the ChMC in April for June Major Release, the interfaces will be existing interfaces. Most of the changes are largely CDSP processing changes. And how CDSP calculate the charges into the

relevant periods. We do not see this as a Major impact to Shippers but will be engaging with customers impacted by this P1 incident.

No questions raised.

3b. Requirements Clarification

None for this meeting.

4. Release / Project Updates

PO advised that the updates for this meeting will cover an update on Release Schedule and projects in flight.

4a XRN 5682 February 24 Major Release

PO provided an update on the successfully recently implemented February 24 Major Release, implemented on 24th February, drawing towards the end of the PIS on Friday 29th March and will do closedown activities and will get decision from ChMC to support, completion of the project in a month or two's time. Just a reminder of the three changes in this scope were: -

1. XRN5604 UNC Modification 0811S Shipper Agreed Read (SAR) Exceptions Process
2. XRN5605 IGT Modification 159 – Amendments to the must read process.
3. XRN5607 Update to AQ Correction Processes (Modification 0816S)

PO advised that all are operating in according to specification and have got evidence of first usage processes are working successfully so this is great news.

4b XRN5727 Minor Release 12

PO advised that there has been progress on Minor Release 12, and have been working with the Gemini teams who are in the midst of the Gemini Sustain programme, still some work to do and see how the UK Link and associated to this internal change how these are managed in the new Gemini estate and if they are on backlog and delivered on the back of the Gemini changes delivered in September 24. But in terms of Minor Release, it is progressing well through the design stage with a view to implemented in May this year.

(Proposed dates we will be looking to implement on 10th May with Contingency for 17th May 2024.

4c DDP Update

PO explained that at DSG, CDSP do not normally discuss DDP in this meeting, but wanted to share the information shared at ChMC from slides 51 – 54 for information.

PO advised that this is progressing at the moment we are progressing for Release 6 which includes DN Portfolio History (IGT Mod) MDD market domain and progressing through February and March, Release 1 BP24 which is commencing in April which is the hydrogen plan dashboards, and Release 2 is envisaged to contain some Hydrogen Trials, some hydrogen visualisation to support shipper customers, but this is not anticipated to be solely used for hydrogen or decarbonation trial/dashboards, we think that this will be a subset of what Release 2 is available to delivery for customers and will be working with customers to assess what is in the backlog and what can be delivered in Release 2 with the hydrogen release work.

There is an update on focus area 6, general update to confirm that all of the dashboards associated to the changes that went live in February are available for users and are functioning correctly and that we are progressing and continuing the work for IGT metering data sets, and we are doing some of the design work ahead of the Hydrogen trial sprint which starts in April. KD asked a question on the backlog and what is being delivered and does that mean for everything for XRN 5200, is done or is being done, PO advised it is still an open change and some aspects have not been fully implemented in DDP for various reasons but largely as we have had in the last several sprints other UNC have taken precedent over the sprint velocity. KD understand but the only challenge when going to the DDP groups, is that the change has been outstanding since 2020 and would like to get this progressed, or at least have a plan for those final things it would be good.

NEW ACTION 23 – 0111 – KD requested an update on XRN 5200 and when this will be planned in. PO agreed that a plan is in place for the parts not migrated to DDP, so we have an agreement on what happens next with these.

KD understands that regulatory comes first. PO said for XRN 5200 which KD referenced is an initiative to move the shipper portfolio packs which was historic excel spreadsheets to provide to shippers on a monthly basis and contained a number of different topic areas. PO advised the intention was to migrate into DDP for customers to Self-serve effectively.

5. Change Pipeline

Change Delivery Plan

PO shared the Change Pipeline from slide 56 for January 2024 – March 2025, advising there has been some changes in the last few weeks. Summary below: -

- XRN5658 – has been withdrawn from the delivery plan.
- XRN5665 and XRN5690 were delivered in January 2024.
- Minor release 12 which has been discussed earlier in the agenda
- June 2024 has been firmed up as discussed in Section 2 today, to include XRN5573b and XRN5675 respectively
- **November 24 Major Release** – under which the following candidates have been identified as viable for delivery (subject to scope approval via ChMC)
 - XRN5614 which was covered under section 3 of DSG
 - XRN5615 Vacant Sites (UNC Modification 0819)
 - XRN5720 which links to IGT173 and utilisation the CDSP IX gateway as the delivery mechanism for IGT supporting information for invoices. It was noted that this is on the proviso that industry (Shippers and IGTs) agree to a shorter than 6 months implementation window. KD advised that IGT173 consultation is currently out and was going to mention in AOB, however KD would like to draw out that there is a specific question in the consultation on implementation period, also reference to discussion on funding as well and wanted to draw people's attention to this, so it is not just the standard consultation response form there is some specific change related questions. PO thanked KD and advised that CDSP does have an update in order of priority we have got these listed in the backlog without a firm implementation date but eluded to the IGT modification activities progressing at the moment we are finalising and working through the detailed design, aspiration to send for consultation in May for approval in June and circa 5 months industry notice which feels a decent amount of notice but depends on the IGT instruction Panel and IGT decision that we could work to a shorter window either for November 24 Release or February 25 Release as an alternative if that is the outcome of the panel decision.
- KD advised that she is not trying to ask for anything in between the two dates with Christmas code freeze none of our change programmes will want this and the discussion that KD had with Panel ahead of this going out for consultation was candidate for November 24 or February 25. PO noted that those on the slide 57, those in green have been implemented, those firm implementation dates we have the dates associated to those and those associated to and the backlog that we are starting to plan and provisioning to future releases are listed with an indication of which releases we are talking about and the current step in process, e.g. Vacant

sites is a good example working towards November and was solution option 1 was agreed at ChMC and get Detailed Design Pack out as soon as possible to get the solution well understood with all industry parties and look to scope November with this inclusive.

- **February release** is subject to approval by customers, but PO wanted to provide as much visibility as to what candidates will look like. There has been changes in the last couple of weeks and we are now seeing XRN5616 the CSEP capacity management change moving to February 25 at the earliest on the basis that we have not received any sanctioning or anything underpinning the Central management solution at this stage.

Change Backlog Details

PO went through the Change Backlog details from slide 58 advising that the comments have been updated, to provide further information on intended release dates and current status.

Change Backlog on Hold Details.

PO explained that the Change Backlog on hold slide 59 noting that CDSP are continuing to engage with customers, and any new changes will be firmed up over the next few months.

PO requested if any views on backlog or on plan please contact me. Any highlighted that there is more detail on this slide, and further information is available with industry parties.

Lower priority changes, XRN5454 is withdrawn, and we are constructing the information with the proposer before being withdrawn. XRN5473, we did discuss at ChMC last week and currently in a planning phase with this one with customers.

PO asked if anyone had any questions on this backlog to raise, and did want to recognise that there are a number of us juggling work and shipper organisations in respect of the half how settlement changes and will take this into consideration in release planning and the level of impact on these customer groups and wherever where possible we will minimise impact where possible. Just want to make sure that this is a collaborative decision.

Change Pack Plan,

PO advised that the following change Packs are currently out for industry representation, the closing date is April 3rd due to the Easter Holidays.

XRN5614 - Improving IGT SMP New Connection Process to support accurate and timely Supplier Registrations

XRN5675 - 0855 - Settlement Adjustments for Supply Meter Points impacted by the Central Switching System P1 Incident (IGT170/171)

XRN5556K - CMS Rebuild Version - Delivery of DMQ and Generic Workflows

XRN5616 – CSEP Annual Quantity Capacity Management (part B) - Solution Pack

Maintenance of a Capacity Plan – Design Change Pack

Change Packs Planned for April/May is currently: -

XRN5720 - Gateway delivery for RPC backing data (IGT173) – Design Change

6. AOB

No items raised. Next Meeting is scheduled for Monday 25th April If you have any questions relating to the above meeting minutes, please email uklink@xserve.com