



## DSC Delivery Sub Group

Monday 26<sup>th</sup> October at 10:30am  
Microsoft Teams Meeting

### Meeting Minutes

Industry Attendees		
NAME	ORGANISATION	INITIALS
Ikram Bashir	npower	IB
Helen Bevan	Scottish Power	HB
Steph Podgorski	Generis	SP
Danny Byrne	Utilita	DB
Kirsty Dudley	EON Energy	KD
Endre Merai	OctoEnergy	EM
Sally Hardman	SGN	SH
Heather Ward	Energy Assets	HW
Jack Wilde	Northern Gas	JW
India Koller	SGN	IK
Phil Lucas	National Grid	PL
Sean McSweeney	EON Energy	SMc
Owen Mason	Bulb Energy	OM
Patricia Parker	Utiligroup	PP

Xoserve Attendees	
Paul Orsler (Chair)	PO
Megan Troth	MT
Chan Singh	CS
Michelle Niits	MN
Ed Healy	EH
Jane Goodes	JG
Richard Hadfield	RH
Michele Downes	MD
Phanitha Chalasani	PC
Florentina Avram	FA
James Barlow	JB
Molly Haley	MH
Michele Downes	MD

Slides available [here](#).

## **1. General Meeting Administration**

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

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

Paul Orsler (PO) introduced the meeting and the minutes from the previous meeting were accepted and approved by DSG.

## **2. Changes in Capture**

### ***2a. New Change Proposals – Initial Overview of the Change – None for this meeting***

#### ***2a.i. – None for this meeting***

### ***2b. – XRN5200 - Shipper Pack Transition to Data Discovery Platform***

Jane Goodes (JG) presented this Change. JG clarified that this was presented last month to DSG with focus on the Shipper pack topics that are not within DDP. From this Rachel has created User Stories regarding the Shipper Pack/PARR Reports that were and were not in DDP. These user stories are requirements for this Change.

JG asked DSG to validate the User Stories and asked DSG to confirm if all the Shipper Pack information is still relevant.

JG is also looking to agree with DSG of what should and should not be progressed and vote on the priority. Furthermore, JG explained that a minimum notice period to decommission traditional reports would need to be discussed to understand whether this needs to be longer than the minimum 2 months already suggested.

Kirsty Dudley (KD) provided her view regarding the Topics to go into DDP and stated that all topics within the table should be moved into DDP. KD added that the Shipper Pack and PARR report topics listed in the table that are currently not in DDP would need to be added to DDP before closing down the Shipper Pack/PARR Reports. Helen Bevan (HB) agreed with KD and suggested to prioritise PARR topics first before the Shipper Pack. DSG agreed all topics are relevant.

KD asked what would Xoserve initial recommendations be regarding the priority. KD stated that if a specific path was suggested, could it be simpler to group it via asset, AQ, Reads. KD added it is difficult for customers to provide recommendations due to not knowing Xoserve systems. KD stated that she would prefer to understand Xoserve's recommendation and get an industry view on it. In addition, KD stated going forward, DSG have confirmed all topics are relevant but the date of when it is all wanted can be defined when items are prioritised.

KD asked how this would work within DDP from a Change delivery perspective as DDP runs releases differently from the usual Minor/Major Releases of Change. JG stated there are two angles for this answer, the first is that Xoserve has investment

funded drops, that Shippers, IGTs and DNs have within their budget. The topics are discussed at constituency meetings and then agreed upon what will go into the data backlog. The other side would be a DSC Change funded drops. JG explained that if it was being investment funded drops, for example the Shipper drops would involve discussing the topics going into DDP and adding them to the backlog of date items.

PO – stated that it would be straight forward to confirm how the change will be funded and from there, the Change team can then handover of information to the product development team who will then take the Change through their cycle.

KD stated that as the sponsor, KD is comfortable with this to be handed over to DDP and delivered through a logical prioritisation. KD does not want any confusion between who is owning and delivering and being part of the decision making process. This is not clear to KD at the moment and would like DSG to make recommendations. PO replied stating that the recommendation is if all are comfortable that enough digging and investigating has been done regarding the Shipper Pack DDP alignment. PO asked DSG focussing on the Shippers dialled in, if there is enough information for this to be handed over to be developed in the product development data delivery teams. KD and HB both agreed they were happy with this.

KD asked how does Xoserve plan to decommission the Shipper Pack Topics. JG stated that a conversation would need to occur with James Hallam Jones's team whether the topics would be decommissioned as the drops went along or wait till all topics are in DDP to decommission in one go.

PO asked for more views from DSG members. IB supported the approach suggested by JG. JG stated that the topics will be handed over to DDP to be included in future drops.

## ***2c. Undergoing Solution Options Impact Assessment Review – None for this meeting***

## ***2d. Solution Options Impact Assessment Review Completed***

### ***2d.i. XRN5080 Failure to Supply Gas (FSG/GSOP1) – System Changes - Solution Option:***

PO presented the change pack that has been published for industry views. PO added that there are 2 solution options for this Change:

#### **1 - FSG GSOP1/12 RIIO-2 Change Requirements:**

The high level impact assessment states and overall small impact and recommended release type of minor release. This is due to only SAP ISU being impacted in regard to systems. This option has a high level cost estimate of £35K-£75K.

#### **2 - a) FSG GSOP1/12 RIIO-2 Change Requirements and;**

## **b) FSR File (Mod565) / Automated Reporting**

This option has an overall impact of medium with a recommended release type of Major Release and a high level cost estimate of £70K to £150K. The system impacted within this option is SAP ISU in both part a and b of option 2.

PO added that to ensure a timely delivery of the regulatory GSOP RIIO-2 change requirements i.e. prior 1<sup>st</sup> April 2021, either option will need to be delivered in the February 2021 Minor Release (MiR9).

Option 2 in comparison with option 1 has additional complexity with the FSR File (mod565) and this is unlikely to be delivered in MiR9.

Xoserve's preferred option is Option 1 and involves descoping the FSR File (Mod565) from this Change. PO advised that Xoserve will work with DN customers to raise a separate change proposal for the descoped requirements. PO advised DSG to provide responses for this change pack. Sally Hardman (SH) stated that as the proposer, SGN would prefer option 1, so the change can be delivered prior to 1<sup>st</sup> April 2021.

## ***2d. ii. XRN5210 - Daily CV Determination Interim Service: DN Invoicing Options – Solution Option Change Pack:***

PO stated that the solution option change pack was out for industry views with only one viable option for this Change.

1 – Amend the National Grid 'Request to Bill' (RTB) template to process the new charge code for invoicing.

PO stated that this has an approximate high level cost of £35k - £75K. This option has an overall small impact and recommended release type of Minor Release involving impact to the SAP ISU system. There was a discussion on funding arrangements as this would be a minor release delivery but DSG didn't feel it was the right action as this is an interim measure and everyone contributes to the Minor Release change budget. PO confirmed he is discussing the funding with the proposer

## ***2d. iii. XRN5183 – Access to Daily Biomethane Injections – Solution Option Change Pack:***

PO provided a background for this change, stating that currently the CDSP provide daily Biomethane Injections statistics to each Distribution Network and the Government (Business, Energy & Industrial Strategy (BEIS)) on a monthly/weekly basis. It has been requested that these statistics (both historical and moving forwards) are also made available to the wider industry with a view of using this information to aid in further biomethane projects and assist with growing the use of biomethane within the energy industry.

There are 2 Options:

**1 – Utilise existing Biomethane report**

**2 – Produce new specific Biomethane report**

PO added that both of the solution options would be subject to clarification at Contract Management Committee regarding data permissions and sharing arrangements due to this possibly being classed as commercially sensitive data.

**Option 1:**

This option has an overall low impact and is recommended for an adhoc release type. Furthermore, this has been T-Shirt sized as X-Small with a high level cost estimate of £0-£5K. There are no system impacts with this option.

**Option 2:**

This option has an overall low impact and is recommended for an adhoc release type. Furthermore, this has a T-Shirt size of X-Small with a high level cost estimate of £5k-£10K. PO advised this has a higher cost due to the impact to SAP BW system as the new report would be produced via SAP BW.

***3. Changes in Detailed Design – None for this meeting***

***3a. Design Considerations - None for this meeting***

***3b. Requirements Clarification – None for this meeting***

**4. Major Release Update**

***4a. June 2020***

Surfaraz Tambe (ST) presented this agenda item. ST explained that XRN4850 had planned implementation activities for the SMS/email notification. ST confirmed this was successfully completed. SMS/email notification requests can now be submitted via the UK Link Portal screen. ST added that there are planned activities for the additional capacity to receive and process CNC files in UK Link. Prior to submitting any bulk CNC files, please contact Max Pemberton.

**Post Implementation Support:**

ST stated that that core UK Link has completed post implementation support with all defects having been resolved and first usage completed. In addition, ST stated that the requirements for XRN4850 requirements and design for scope variation automation in progress, these will be delivered during PIS or via a subsequent release.

XRN4780(B) MAP ID – ST added that the re-planning activities have been completed for mass migration of MAP ID into UK Link in preparation for CSSC testing phase. Migration for data is planned to commence from 16<sup>th</sup> November and conclude by 30<sup>th</sup> November. The new portfolio data have been received from several participating MAPs and is currently being validated in preparation for migration activities to commence on 16<sup>th</sup> November 2020.

Risk: DNs/IGTs do not use the new SMS/Email broadcast functionality during PIS, this is due to the limited number of customer contact details uploaded to UK Link or networks do not need to send broadcasts during this period.

Core UK Link Project Delivery costs are in line with approved BER but XRN4850 Costs are being finalised in the CCR following approval of Twilio as service provider and scope variations.

#### **4b. November 2020**

ED Healy (EH) presented this agenda item. EH stated that

Testing: EH stated user acceptance testing (UAT) and Regression testing (RT) has completed and the exit report is in review with approval to be expected. EH stated that performance testing is in progress and going to plan.

Implementation:

- IDR completed successfully on the 12<sup>th</sup> October. There are currently amendments being made to the plan from lessons learnt for implementation.
- Implementation preparation is ongoing.

Change Assurance Health Check:

- Health check 2 has findings awaiting confirmation that they are complete.
- Health check 3 is in progress – report expected W/C 18<sup>th</sup> October 2020

Change Requests:

There are 3 changes that are currently in SIT and completing to plan to implement alongside November release.

- **XRN4897/99** - Resolution of deleted Contact Details (contained within the S66 records) at a Change of Shipper event/Treatment of Priority Service Register Data and Contact Details on Change of Supplier Event.
- **XRN4871b** - Ratchet Regime Changes
- **XRN4801** - Additional Information in DES

Risks and Issues:

XRN4931 was descope from the release, assessments will be taken to ChMC in November on the delivery of this change whether this will be scoped into a future Major or Minor Release.

Risk: XRN4897/4899 delivery verifying 100% GDPR compliance – PIS plans are in place to assure. There is a risk of probability being understood.

Medium Risk: Performance Testing for DES is limited due to the tools not being in place to manage +300 users at a single point of time.

Return to Green – This will be once the complete analysis can be done on XRN4897/4899.

#### ***4c. XRN4914 – MOD 0651- Retrospective Data Update Provision***

PO presented this agenda item. PO advised that the internal deep dive findings of the PoC have been shared with senior internal stakeholders, with a view that the findings and recommendations can be shared with Change Management Committee and DSG in November. PO stated that it has been quite a successful period internally regarding the PoC for Retro.

#### ***4d. Minor Release Drop 8 Update***

Paul Orsler (PO) presented this agenda item on behalf of Bali Bahia.

PO stated there are no major risks or issued to highlight and that the Changes scoped are on track to be delivered and implemented 21<sup>st</sup> November 2020.

- XRN5181 - Acceptance of Consumption Adjustments where meter is removed
- XRN5174 - Agreed FINT Replacement Reads incorrectly triggering rolling AQ calculation
- XRN5118 - Change how the actual MR data is populated in UK Link

The test Phase started w/c 5<sup>th</sup> October and is progressing to plan. PO added that the changes are being delivered as part of the Minor Release Budget 20/21.

#### ***4e. June 2021***

Tom Lineham (TL) presented the agenda item. TL stated that as part of the Extraordinary ChMC meeting that day, XRN4992 has been descope from this release due to Ofgem not having made a decision as yet on the relating MOD687.

In regard to XRN5093 – MOD0711 and XRN4941, these changes both will remain in scope for the release. TL added that the project start up and initiation phases in progress to fully mobilise project for delivery, including definition of an external communications plan. TL added that that in regard to XRN4941, this will be reassessed at November's ChMC as this is awaiting an imminent decision from Ofgem. TL added that the solution change packs for June 2021 will be issued out in November change packs.

- Detailed design phase commenced on 28<sup>th</sup> September, running into early November

- Change Packs to be published on 13<sup>th</sup> November.
- Extraordinary ChMC arranged for 26<sup>th</sup> October to agreed to descope XRN4992 and allow the rest of the release to move forward into delivery.

#### Risks and Issues:

- **Issue:** The project is progressing 2 months behind plan leading to overlap between multiple phases and risk that approvals may not fall in order. TL added that this also reduces the overall delivery timescales.  
**Mitigation:** A detailed plan up to the end of Design to be completed as part of Start Up to ensure tight project control and critical path management.
- **Risk:** Design timescales cannot be met because the SME resources required to support this change are not available when required.  
**Mitigation:** Project team working with internal resource teams to baseline and agree workshop schedule for Design phase

### 5. UK Link Release Update Overview

PO presented this agenda item. PO explained that there will be scope approval for MiR Drop 9, November 21 Major Release at November ChMC. Furthermore, PO presented the UK Link allocated Changes in delivery slide. This shows all projects and changes within those projects currently in flight. PO provided a brief description of what is scoped within each release so far and presented customers a view of this via the table in the slide deck.

PO advised that at November 2020 ChMC meeting, the project team will be looking for scope approval for MiR Drop 9 as well as potential implementation dates for discussion. November 2021 Release will also be discussed at ChMC with an update on progress though Capture and looking for scope approval.

### 6. Issue Management

#### **6a. AQ Task Force Update**

Michele Downes (MD) presented this agenda item. MD stated that slide 55 in the slide pack, Appendix 5: high level process for identifying those MPRNs financial adjustment. MD stated that this slide 55 in the deck gives a high level view of how the Task Force were able to breakdown the 93 defects analysed into 15 eligible defects. 121,584 MPRNs were identified and will be processed through the tools developed to re-calculate values for the period of the defect.

MD further stated that within the slides you can see how many MPRNs were excluded and rejected as well as a number of MPRNs not eligible for adjustment. MD stated that some analysis will need to be undertaken to assess those MPRNs that were rejected or excluded.



MD added that once the team have processed the remaining MPRNs from the historical defect pot (7,000) these will be sent to customers. MD stated customers will be informed, and agreement met, before invoices are issued

#### **AQ Defects:**

MD stated the main priority for the team is the open defects that will have an impact on Formula Year AQ (FYAQ) . The priority for these will be to have them fixed and corrected by 1<sup>st</sup> December 2020. MD advised that for those that are not corrected by that date, analysis and work will be conducted to understand the materiality and discuss with customers and DNs.

Sean McSweeney (SMc) asked if there are any other AQs that have been identified that have caused a change in EUC banding. MD stated from an energy point of view, as soon as the data has been corrected and AQ, a reconciliation occurs which will correct the energy and AQ.

## **7. AOB**

### ***7a. XRN4645a – Rejection of incrementing reads following isolation (RGMA Flows)***

JB stated that once the deployment date has been finalised for this Change, there will be a rejection code sent out that supports the issue identified within this Change. This should be in delivery in the next few weeks but could possibly be ready this week. JB added that the new Rejection Code is 05100. JB stated that the description is to be finalised and approved, once completed, this will be distributed to the industry via a communication. This will also confirm the deployment date.

### ***7b. XRN5235 - Include SOQ in the “UIG Additional National Data” report (Originally introduced by XRN 4806)***

MD presented a Change Request at ChMC in Octobers meeting. MD stated that Kirsty Dudley had raised a valid point around requesting DSC review to identify any further data items to be included to avoid other further changes being in the future with the report.

XRN5235 - Include SOQ in the “UIG Additional National Data” report (Originally introduced by XRN 4806)

This is in capture phase at the moment and MD asked DSG if they have any views on any other data items they feel would need to be included. The change request looks to include SOQ data within this report. PO suggested MD to provide a slide at the next DSG meeting to get more views next month.

SMc raised an AOB around whether Xoserve has checked over the content presented etc and if gender neutral references are used throughout the documentation. PO stated that the way the DSC has been drafted, it should be inclusive of gender neutral references however PO stated he was happy to take this away and discuss it with Xoserve's compliance team.

**Action: PO to raise this Xoserve's compliance team to ensure this gender neutral terms are used within the DSC and reflected within Xoserve's documents.**

This was the end of 26<sup>th</sup> October 2020 DSC Delivery Sub Group meeting. Next Meeting: **(Monday 23<sup>rd</sup> November 2020)**

If you have any questions relating to the above meeting minutes, please email [uklink@xoserve.com](mailto:uklink@xoserve.com)