



## DSC Delivery Sub Group

**Monday 17<sup>th</sup> June** at 10:30am

G.02, Xoserve Limited, Lansdowne Gate, 65 New Road, Solihull, B91 3DL

### Meeting Minutes

Industry Attendees		
NAME	ORGANISATION	INITIALS
Steph Podgorski	Generis	SP
Elly Laurence	EDF Energy	EL
Swetta Coopamah	British Gas	SC
Kelly Oldfield	Utiligroup	KO
Alison Neild	Gazprom Energy	AN
Ikram Bashir	Npower	IB
Helen Bevan	Scottish Power	HB

Xoserve Attendees	
Paul Orsler (Chair)	PO
Rachel Taggart	RT
Chan Singh	CS
Bali Bahia	BB
Richard Hadfield	RH
Matthew Rider	MR
Simon Burton	SB
Jane Goodes	JG
Simon Harris	SH
David Addison	DA
David Newman	DN
James Hallam Jones	JHJ
Tom Lineham	TL

#### 1. Welcome and Introductions

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

Link to DSG Presentation Pack can be found [here](#)

#### 2. Meeting's Minutes – 3<sup>rd</sup> June 2019

PO asked for feedback on the minutes for the previous Delivery Sub-Group (DSG) occurrence; no comments were received. The minutes were approved.

#### 3. Defects Summary

PO advised that defect dashboard has been added for DSG members to view. If there is any defect issues that members want to discuss, please email [uklink@xoserve.com](mailto:uklink@xoserve.com)

### **3a. Issue Management**

No issues raised.

## **4. Portfolio Delivery**

### **4a. Portfolio Delivery Overview POAP**

Rachel Taggart (RT) advised that The POAP has been added for DSG members to view on [Xoserve.com](https://xoserve.com) as there are 3 changes.

RT stated the 3 changes to the POAP are regarding the Mnumber project (A Detailed plan is now available and this has now replaced the “Requirements Gathering” place holder line.)

- Test Milestone now runs to the 25/06/19
- Implementation now runs to the 12/07/19
- Closedown no runs to the 20/09/19

### **4b. Retail and Network Delivery Overview**

RH stated that the CDSP is currently approaching implementation of June 19. There will also be a EUC implementation 1 going in a few weeks' time. Furthermore minor release drop 4 will be implemented towards the end of July. There is also a potential minor release drop 5 going in around august which will be further discussed under agenda item 5e, Minor Release Drop 5 which in particular is the drive to accommodate the Ratchet Changes. Going forward there is a lot of potential activity regarding February 2020 June 2020 and Retro, which is starting up. A full update of Retrospective updates can be found under agenda item 5f. RH stated that the usual placeholders such as UIG, GB Charging are still shown on the POAP and also shown is CSS Consequential which is running right the way through to 2021.

RH stated that the governance is fine with all releases that are in flight, at the moment. There are some missed milestones in regards to June 20 and MiR Drop 5 which need to be taken to ChMC for approval. For example June 20 release not having enough of the scope items with high level solution options decided upon. DSG input will be sought before returning to ChMC in July. Dependent on DSG's opinions and discussions regarding the HLISO's going forward as well as the Change Pack responses that are obtained. This in turn has a knock on effect as to when the EQR and BER can be completed. Therefore the overall plan is being assessed to determine the impact on the schedule.. RH stated that an update of that will be given at the next ChMC.

RH also stated that Xoserve were exploring options on how best to deliver change over the next year. One option is to maintain the Major and Minor Release Schedule and the other option is to deliver more Minor Releases and bundle the larger changes in with Retro. RH asked is there any questions regarding the update. Swetta Coopamah (SC) asked a question - On the GB Charging Change (MOD 0678) UK Link impacts. Is there anyone who knows more about what is going on with this change and can give some more insight? RH replied to SC stating that this is being managed by the Gemini Platform and RH could get a member of the Gemini platform team to provide SC with an update as a GB Charging update is not given in DSG. PO also replied to SC that he would be able to go away and arrange something separate to give some insight into the GB charging. SC replied that it would be useful as they have been asked by national grid to conduct some testing in regards to MOD597 and MOD611. PO stated that the scope at the moment in relation to GB Charging of what is being delivered is currently related to the MODs that have been approved. PO also added that the project is currently working at risk in regards to delivery of MOD 678 functionality as is still

subject to Ofgems' decision. PO also stated that it's a difficult Change as the project has had to be built and parameterised where possible UK Link/Gemini functionality.

SC replied by stating that the industry is doing a lot more in regards of solutions for MOD prior to the MOD being approved. SC asking that when Xoserve is looking at some of the solutions and Changes, is there a high likeliness of those Changes being approved. PO replied by stating that from the Gemini perspective the reason why the project has had to work to the timelines it has is due to it being linked to changes in EU legislation that come into effect 1<sup>st</sup> October this year. Therefore it's an EU compliance question in terms of how GB market aligns with the capacity regime. Therefore for a change like that there is a date driven legislative need date. For example around the meter read frequency change, Xoserve and customers have been quite pragmatic and saying there has been some work around recommending X as an option and what is needed to be done is not to hold up the change, thus allowing the solution to go forward in tandem with the regulations. Rather than waiting for the regulatory arm of the change to take time making a decision, possibly causing further delay. PO also stated there has been some challenges raised in regards to UIG recommendations from DSG, with Xoserve being asked are they rushing to these things before they have clarity around what the regulatory solution needs to look like. PO also stated that the CDSP is trying to align developing the solution that is going to inform the MOD with developing the solution in scope for release. For example the meter read frequency change is being planned to scope for June, but if customers state that June is too soon due to lack of detail in that time then the change can be pulled from scope and aligned with one that suits by allowing more time to gather the correct requirements and details.

#### **4c. Data Delivery Overview**

Jane Goodes (JG) presented this agenda item gave an overview of the slide

JG stated that the Changes in the slides related to agenda item 4C given an overview of what the Data Office is working on in regards to Change proposals and Change Requests which externally impact customers. JG stated that from that list, XRN4841 has now been completed. JG also stated the majority of the data changes in capture are being progressed as part of the holistic Shipper Pack / PARR report changes. Furthermore some of those Changes are still awaiting solutions options to be confirmed, in order for them to be set into delivery.

### **5. Major Release Update**

#### **5a. June 2019**

Simon Burton (SB) stated June 2019 is in progress of completing the regression testing. Testing is going well so far, testing is in progress and on track to complete on 21<sup>st</sup> June with minimal defects identified. SB stated that they are on track to complete execution by Friday. SB also stated that they are in the final stages of preparation for implementation. Furthermore SB stated the detailed implementation plan walkthroughs are in progress and on track to be approved next week in time for the formal Go No Go meetings. The Communications plan and detailed messages are being drafted. SB then stated that all the communications that will be issued are being drafted at the moment and go through internal approval. In addition SB stated that post Implementation support planning is in progress with the PIS Exit criteria being defined.

### **5b. EUC 19**

Matthew Rider (MR) presented this agenda item. MR stated that currently the RAG status is amber. This relates to a risk on the environments being used to support the ongoing testing activities. However, mitigations to resolve the risk have been identified and are currently being worked on. As mentioned at previous forums it was repeated that OUAT activities have been extended by 3 weeks to enable the completion of 2 full invoicing cycles. The planned completion date for all OUAT activities is 12/07.

The project are currently looking at de-scoping some of the OUAT test cases into Regression testing due to a small number on 'non-project' defects that have been identified. Analysis work is ongoing with IS Ops to get these moved into Operate for resolution.

It was also confirmed that the project is currently preparing for both Performance Test and Regression Test which are due to start an 8 week period soon. There will be 2 weeks of PT and 6 weeks of RT commencing from the 1<sup>st</sup> July until the 23<sup>rd</sup> August. MR then repeated as previously discussed in previous forums that the implementation for the EUC release will be in two parts;

- Part A on 03/08 to make new EUC bands allowable in ISU to enable sharing of new EUC bands with Industry via the T67 file.
- Part B on 31/08 (with a contingency date of 07/09 if required) to implement all UK Link code changes to deliver the new EUC bands.

Furthermore MR explained in regards to environments, there continues to be a risk that multiple projects are running in parallel (EUC, June 19, GB Charging & Minor Releases). A detailed assessment of co-existence in Pre-production is continually being monitored with relevant project teams. However the current view is that this should not impact the EUC release.

SC asked MR if it would be possible to get some outcomes of the testing if possible?

MR replied stating Xoserve could potentially provide some outcomes and information once the request is understood.

### **5c. November 19**

Tom Lineham (TL) presented this agenda item. TL stated that start up and initiation phases are complete. The detailed design plan has been finalised and Detailed Design commences on 17<sup>th</sup> June. Furthermore Change Packs have been published to plan on 12<sup>th</sup> April and approved at ChMC on 8<sup>th</sup> May. TL also informed DSG that Dave Addison will be attending DSG to talk through some slides around XRN4621 and the format of the reporting. Also TL stated that the funding for the BER for full delivery was approved in April 2019, BER for XRN4866 UIG Recommendation approved at ChMC on 12<sup>th</sup> June. TL stated that overall the project is running on track with no major issues. Alison Neild asked for some of the detailed design that is being conducted in the following weeks. Can confirmation be given in regards to the questions asked about detailed design and what the answers are to the questions? TL replied by stating answers will be given and confirmed during detailed design in regards to the questions asked. Alison Neild (AN) stated she is happy for her questions to be published for others to view so they can see responses also. PO asked TL if those questions can be brought to the next DSG meeting and answers can be provided. PO reiterated that what Alison was saying that anything that jumps out and has been over looked by the CDSP on their part in regards to the Change Pack and design then it would need to be flagged as soon as possible.

**ACTION – Bring the questions and answers asked within the detailed design change pack for November 19 Release to the next DSG meeting.**

#### **5d. Minor Release Drop 4**

Bali Bahia (BB) presented this agenda item. BB stated the RAG status is green and that the build has completed for this release. In addition, system testing and assurance testing has completed for XRN4803 (Amend AQ Validation/Processing) and XRN4777 (Amendment of contact details). BB also stated there is still risk of environment availability which continues to be a risk as several projects are sharing environments throughout test, delivery and implementation. BB also stated all costs tracked to budget and that there is an ongoing risk that SME's will not be available when required, this is being closely monitored, currently there has been no issues. BB stated the project is on track for 27<sup>th</sup> July implementation and closedown 9<sup>th</sup> August 2019.

#### **5e. Minor Release Drop 5**

RH stated this is a potential release to deliver XRN4871 in time for the new Gas Year. This minor release might also include XRN4896 dependent on HLSO. This still will need an impact assessment conducting as to how it will impact the overall timeline; therefore a decision will be made regarding this in the next week or so. RH stated for the next DSG, the final scope will be ready and then can be further discussed. RH also emphasised it is worth noting that only minimal viable product will be implemented for XRN4871. This is due to the full scope of the changes needing a major release to help facilitate them. RH stated that to aid the implementation of the new Ratchet Regime the less complicated changes related to XRN4871 will be implemented in MiR Drop 5.

#### **5f. Retrospective Updates**

Tracey O'Connor (TO) presented this agenda item. TO stated that a key thing for people to be aware of is that the project is still in capture. There is a change to the original proposal to include a proof of concept. The reason for this is to give a better understanding of the data quality issues. They are gathering internal requirements for the proof of concept. ChMC approved the inclusion of a proof of concept. There is a risk in regards to budget. TO stated there is an issue with the project being behind original draft plan; assumptions to be validated to feed into re-planning. Furthermore there are 3 more key risks;

- A risk that cost required to deliver project is greater than project funding (2017 day rates used)
- A risk that not all resources are formally allocated to project
- A risk that availability of resources (environments/people) may impact plan for Retro

TO then explained the project mobilising and how engaging with other programme's of work for consequential impacts / synergies (CSSC, AML/ASP, UIG) to help aid in this project going forward. Furthermore TO stated that the resources required for the project are being identified and seeking allocation.

Furthermore TO mentioned there are 3 key elements to delivery of Retro; Proof of Concept, Data Cleanse & Enduring Solution

- A work stream will exist for each element and these will run parallel
- Proof of Concept is the initial focus and this will enable us to better understand the data quality issues

- project recommends minimum of 12 weeks for Market Trials

TO then explained Retrospective updates is at Capture phase, stating recommendation that the Change Proposal is updated to incorporate Proof of Concept. Furthermore the requirements will be progressing to capture detailed requirements; internal meeting invites to be issued for this. In addition, to seeking internal approval we will be gaining Customer approval via DSG. Also a schedule to be issued shortly to ChMC/DSG attendees. TO then explained that once requirements have been captured for Proof of Concept, the project will then discuss and agree options for the approach. TO stated that they will be using learning from other projects such as UIG ASP/AML as well as encourage customers to take part in the proof of concept, where possible a customer can provide data that can be analysed to aide understanding of the extent of the data quality issues.

PO added that the key priority for this Change is to deal with the entirety of the data quality issues, and that means liaising with customers and analysing data provided to compare the data the CDSP holds against the Data provided by the customers.

PO stated, one thing that needed to be flagged in the timeline is the amount of regret spend we want to avoid across each swim lane of activity. Also at the next DSG there will be more discussion over the proof of concept and data cleanse

EL stated it is unclear at what we are trying to achieve in regards to the data cleansing and proof of concept. EL stated she is reluctant to agree to changes being made in regards to the cleansing activity as those details might not have been updated or whether they are system limitations that are causing the issues. Alison Neild asked how is the engagement approach going to be taken, Using DSG meetings or will there be another route of engagement?

PO replied DSG forum will be used but also customer advocates will be used to help keep customers informed and include them in participation of discussions. PO also added that in terms of outputs, any industry outputs will look to be potentially aggregated or anonymised so that the CDSP does not identify any particular party.

## **6. New Change Proposals (For Ratification of the Prioritisation Scores)**

### **6a. XRN4894 – Shipperless and Unregistered Pre-Payment Supply Points Reconciliation**

Removed - due to proposer withdrawing the change.

### **6b. XRN4946 – Reporting on Installed Meters with Conversion Capability**

Simon Harris presented this agenda item. SH stated this change has potential to be an ongoing report to highlight where the meters have been installed with conversion capability. In regards to this report, when coming to DSG this will have to be looked at whether the report is updated by MDD. This is due to an indicator not being put onto UK Link but being left on MDD only and will be the Shippers responsibility to set the conversion factor accordingly depending on whether the meter is set to convert. SH stated that this change is a request for a report to highlight where these meters are installed for Shippers to check accordingly. SH went on to explain the change proposal description and the appendix found in the Change Proposal. After reading through the appendix SH stated that the overall prioritisation score is coming out as 30%. EL asked a question, if you were an incoming supplier to a site, is there is any way of identifying if the meter has been set with the conversion factor or activated with the conversion capability?



SH responded that when the transfer occurs from a Shipper perspective, as a part of the transfer, all the asset details are provided on site. Which tries to reconcile those details with the MDD list of what make, model and manufacturer of the meter, to see if it is capable of converting. SH then stated that a physical conversion on site, would not give an indication or conversion factor. Action taken to check if Conversion Factor data item is provided on the SPA File flows.

PO replied that there is a potential to work out the conversion factor on the meter but that would be using the details sent out. Combination of the meter details and the conversion factor would tell any prospective party that the site is capable or not of an automatic conversion capability mode. What needs to be confirmed is that the details are passed onto the change of supplier flows.

**Action: SH to confirm whether Shippers receive the conversion factor in SPA files and provide guidance in how Shipper can identify if a site has a meter currently working in conversion mode.**

PO asked is there any data in enquiry systems that can give the data needed to help work it out. SH replied that CDSP will have a look and investigate to make sure there if there is a hole it can be identified and rectified.

Off the back of the questions EL asked, if a shipper should be able to work out from your own portfolio data to work out. EL asked if a current Shipper wanted to work it out, they should be able to extract the data held by them and use that data to potentially outline if the meter had the conversion factor capability. SH stated that one thing to keep I mind is the potential impacts in regards to the conversion factor, there will be an effect on UIG and Gemini as the conversion of consumption will occur twice. SH stated that the number of meters on MDD with conversion capability is very small but as this goes on it will increase, therefore the drive on accuracy of the conversion factors set is prudent to avoid larger issues in the future.

Alison Neild asked a question in terms of what happens, if you have these types of meters with automatic conversion factor capability. Is there a physical convertor or in different parts of this meter. SH replied stating that at the moment the ones installed with the capability work by the consumption feeding the meter which then using the converting factor to adjust the consumption, this is all held within the meter as there is no physical convertor as such but in built as part of the meters functionality. AN replied asking if the conversion factor would be set to 1. SH responded and stated the conversion factor should be set to 1 if a meter is working in conversion mode.

In relation to XRN4932 - Improvements to the quality of the Conversion Factor values held on the Supply Point Register (MOD0681S)... Where there is a meter with the conversion factor 1, it should be ignored and not be amended as part of the solution. This is not something that will be written into the MOD or legal text related to this. PO suggested the intention for this change was to support the data quality issues before the SPA change goes live. EL asked if we can consider that not all the data going forward will be accurate, as all meters are not set or do not have the conversion factors installed correctly. SH replied by stating that apart of this SH is already feeding some of the Meter read conversion factor statistics into the UIG meetings and workgroups. PO noted concern EL has made regarding data quality and accuracy. PO also stated that this is working to support the SPAA implementation in November. This was a Change to provide support to address any data quality or misalignment before the SPAA change goes live. EL also asked if we can look to consider this to be included in the Shipper / PARR reporting packs. This might help to avoid any data quality issues for customers. It will plug the gap of the conversion factor change being set to 1. PO replied that the points raised have been noted.

### **6c. XRN4955 – Amendment of MDD PSR Needs Codes and Needs Code Descriptions**

This particular Change is a SPAA Change as a change to PSR needs codes and needs codes description to align gas and electricity and the inclusion of water within those codes. It is quite a broad PSR needs codes change across the utilities for end consumers. SH stated that industry wide implementation is April 1<sup>st</sup> 2020. Furthermore SH stated changes to systems will include description changes, 3 brand new needs codes and the decommissioning of 1 needs code. There are also file format changes, this is not the structure but the allowable values in those file formats. This is done using capture, due to the file formats being needed for 1<sup>st</sup> April 2020, capture has been run in parallel to with the SPAA Change proposal so that this can be done in one go and avoid delays. SH then explained the appendix and stated the prioritisation score as 31%.

IKRAM asked if the CDSP knows what files will be impacted? SH replied stating yes, they are listed in the HLSO and Change Pack that was issued on 14<sup>th</sup> June.

PO stated that the main point to take away are that change is in flight and on track to be implemented for February 2020, so functionality for the 1<sup>st</sup> April 2020 release in code across the market. SC stated that the electricity version of the change is due to be implemented in June 2020, whereas Gas has 1<sup>st</sup> April. SH replied that SPA has suggested implementation for Gas industry to occur April 1<sup>st</sup>.

**ACTION: SH to raise at SPAA - Confirm the release and implementation date of gas industry compared to electricity.**

### **6d. XRN4941 - Auto Updates to Meter Read Frequency**

SH presented this agenda item. SH stated the MOD is extended for 3 months which could cause the CP to change quite a bit. This would normally go to HLSO but due to the delay it has not as yet. PO and SH agreed that this Change Proposal will have the prioritisation score read in future DSG once the MOD outcome is back, providing any changes to the MOD can be reflected in the prioritisation score of the Change Proposal.

## **7. Change Proposal Initial View Representations**

### **7a. XRN4645 – The rejection of incrementing reads submitted for an Isolated Supply Meter Point (RGMA flows)**

David Addison presented this agenda item. DA stated that the main point to take away from the slides presented is DA's intention and recommendation is to propose that we reject any incrementing RGMA transactions. DA highlighted that some of the exceptions will be as a result of Xoserve generated estimates.

**Action: DSG to consider what information would need to be available to Users in order to support their processes and submit adjustments.**

The change XRN4645 was raised as there was no relevant rejection code that could be used where the CDSP saw an incoming RGMA transaction that was providing an incrementing meter reading on isolated Supply Meter Points. DA indicated that when he had previously presented this issue DSG had requested a greater understanding of the scenarios that could lead to this. DA highlighted the following scenarios where incrementing meter readings have been loaded:



- through the UMR batch job, this was a defect that was resolved around NEXUS implementation.
- via RGMA transactions
- where the CDSP had created an incrementing estimates (typically for Change of Shipper or RGMA readings) as the estimation routine didn't take into account the isolation flag for a period of time. DA indicated that this was resolved in October 2017

DA indicated that there were circa 7,000 Supply Meter Points that are in exception. He proposed that resolution of these exceptions would be considered once a remedy had been agreed to resolve the treatment of the RGMA transactions as this is the only process that still allows incrementing Meter Readings.

DA stated that we haven't defined the rejection code yet, but asked DSG to consider whether they supported the principle of rejection. In addition DA suggested Users consider whether reporting should be established where the RGMA transactions are being rejected so that the CDSP can inform the customer with that information. This report can be used as a feed into a customer's consumption adjustment or exception processes.

DA has summarised the reading of the 3 slides regarding UNC code but to note that it is not the CDSP's job to interpret the UNC as discussed. DA explained that his own interpretation of those UNC guidelines was that

- Shippers are responsible for setting and maintaining the Isolation Flag
- If following the Isolation, the Shipper withdraws from the Supply Point, under Modification 0424 and 0425 then if the gas is being off taken then the Shipper remains responsible
- Where it is established where gas can be off taken – i.e. it is Re-established – then the Supply Meter Point could be treated as if that isolation has not occurred – subject to further conditions
- First reconciliation after a Change of Shipper becomes the responsibility of the Incoming User, potential greater risk if the Isolation Flag has been set and not maintained

DA asked DSG to assess this, and welcomed their conclusions. DA explained why this is causing the problem, since the commodity invoicing is deemed as being nil within period, the Amendment Invoice (aka Reconciliation) creates an exception as there is no Commodity to 'reconcile' against. DA suggested the complexity is increased due to:

- Length of time that the isolation may have been in place – some of these are prior to Project Nexus Implementation and before
- Change of Shipper events have been undertaken
- Incrementing Meter Readings have been loaded in error

There are circa 7,000 Supply Meter Points where an exception has been generated and DA remained DSG that subsequent variances will not be invoiced until the exception has been resolved. DA stated that the CDSP is planning to zero the consumption for the exception variance period. This in turn will lead to subsequent variances expected to be released. In addition the CDSP will provide portfolio and read data (and expected Consumption values) to the Registered Shipper / last Shipper. As well as provide an indication whether the isolation remains in place. Furthermore the CDSP propose to provide scenarios against which the Meter Point is classified by the CDSP.

DA suggested that in regards what the CDSP will be asking Shippers to do is raise the Request for Adjustment (RFA) or to confirm that a RFA is not required (i.e. a zero consumption is valid). There will be some instances where there will be some consumption.

During this period the CDSP will monitor where RFA's have/have not been raised, and provide support to Shippers as needed.

Ikram Bashir (IB) asked DA if there is no amendment invoice generated, would Shippers need to do consumption adjustments? DA responded by stating in some of these instances there are actual reads that the CDSP is receiving where the site is isolated, so where there is an actual reading, where consumption is being used, the fact that the CDSP is zeroing the commodity period, the CDSP has to go back in time to do a consumption adjustment of when that period started. DA also suggested that he does believe there will be instances where there will be a negative consumption adjustment. DA suggested next steps of adding the slides presented to the next DSG meeting for more discussion. To get a suggested approach agreed or alternative suggestions.

In addition for DSG to consider, what reporting is needed from the CDSP to help support users in regards to XRN 4645 – RGMA Rejection Reporting and BI49 Backlog – Existing Population.

## **8. Undergoing Solution Options Impact Assessment Review**

### **8a. XRN462 1 – Suspension of the Validation between Meter Index and Unconverted Converter Index**

DA presented the agenda item. DA stated the first slide has been previously presented in regards to XRN4621.

These haven't been used and turned off prior to Nexus implementation.

The meter to unconverted index is based on pulses and the test show in the slides demonstrates volume on Converter progresses in line with the Meter. This unconverted index should be recording the same volume which is based on pulses but due to inherent converter technology being classed as unreliable, the meter to converter test has allowed and led to missing pulses.

DA stated that in regards to XRN4621 the CDSP is not expecting unconverted indexes to come in, and when there is a convertor on site, only billing will be conducted against the converted reading. This report is intended to support the Shipper to identify if the meter and converter are getting out of sequence.

DA proposed to DSG that the Meter to Converted, and where present, Meter to Unconverted is consistent, and validation is applied as:

- Class 1 & 2 meter points: 0.95 to 1.05
- Class 3 & 4 meter points: 0.85 to 1.15

DA suggested the thing to highlight is to parametrise the value by C1 & 2 / C3&4 will use the same value. DA also suggested proposal of the reporting will include;

- Provides Shipper provided meter reading failures only
- Entry will appear on the report where one or both of M>U;M>C have triggered.
- Is provided within the shipper performance packs.

PO asked DSG to use these slides presented to understand and give some clarification for discussion next DSG

## **9. Solution Options Impact Assessment Review Completed**

### **9a. XRN4801 – Additional information to be made viewable on DES – Removed**

Removed from the agenda.

### **9b. XRN4850 – Notification of Customer contact details to Transporters**

SH presented this agenda item. SH stated that for this change, the solution options vary slightly. This allows DN's to trigger off notifications for example to end consumers that work or update etc. will be conducted at certain times.

Both solution options are the same, the only difference is the information being transferred from the Shippers is from either an existing record type or a new record type.

SH stated during the MOD discussions, there was discussion about potentially using API's as a solution, although SAP ISU can do most of the work necessary.

SH stated one thing to point out that the costings shown in the HLSO's do not include the SMS server costings. The costings are for Only Solution up to that point.

SH suggested from DSG the options available in regards to HLSO are what need to be focussed on as the CDSP would like to scope this for June 2020. SH explained a recommendation from DSG would be needed in regards to the HLSO option as using a new record type or old record type. This is due to it needing to go to ChMC in July for approval.

EL asked if discussion of this had occurred at an earlier DSG. SH replied that these options have not been discussed as yet. EL asked is there any way of getting a better understanding of the detail involved in regards to this solution. PO responded to EL that the detail has been mentioned and discussed within SPAA workgroup. EL suggested could this be Change Packed with all the low level and high level detail. SH responded by stating that this Change would need a DSG recommendation beforehand and then to go to ChMC to be Change Packed in July. PO suggested what is also required is ChMC to agree this change within a scope. SH stated that he does understand the understanding is needed regarding the definitive detail of the data items and solution. Therefore, SH suggested that at DSG meeting 1<sup>st</sup> July, further detail of the option can be explained and discussed then.

**ACTION: Add XRN4850 to DSG on 1<sup>st</sup> July so DSG members get a view, discuss and agree on the recommended option.**

SH confirmed the only difference in the options is the way that notifications from Shippers are provided to the CDSP; a new record or using an old record to amalgamate the data.

SC asked a question on why Shippers wouldn't want to use the existing record currently stored. PO answered that this is different in regards to how customer contact details are captured, the contact details for an emergency contact for example it's not a large load site or a vulnerable site, it's strictly end consumer details. PO stated that the question is for Shippers to confirm whether it is easier for Shippers to have new constructed record that distinguished new contact details or a solution that tried to amalgamate the data using an existing record. PO stated a recommendation will be needed by DSG for the next ChMC to go for scope approval. This is to also include giving clarity to customers next DSG meeting with detail to

consider and move forward with a recommended option. This change is the driver for the SPA change, therefore urgency on pushing forward for approval of release scope.

**9c. XRN4931 – Submission of space in mandatory data on multiple SPA files - Removed**

Removed from the agenda

**9d. XRN4932 – Improvements to the quality of the Conversion Factor values held on the Supply Point Register (MOD0681S).**

SH presented this agenda item. SH informed DSG that this was issued out in a Change Pack Friday 14<sup>th</sup> June. It only includes 1 option that would facilitate the MOD0681S. SH stated XRN4932 is in development alongside Modification 0681S, any fundamental changes to this MOD could amend the scope of this change and effect delivery timescales.

SH informed DSG this has been presented before for score ratification, this was also discussed earlier slightly in regards to conversion factors. SH suggested as part of this change, the conversion factor will be updated as part of AQ Updates above or below 732,000 kWh. Below are the list of changes:

- Rolling AQ and AQ Correction to be updated to provide a trigger whenever there is a change in the AQ above or below the threshold value of 732,000 kWh.
- New code needs to be developed to update the conversion factor; which will run post 30 days of NRL being sent to the Shippers for AQ updates. Read estimation needs to be done while updating the Conversion Factor. If the AQ of a meter point falls to 732,000 kWh or lower, the conversion factor should be updated to the national default of 1.02264 and if the AQ of a meter point increases above 732,000 kWh, the conversion factor should be set to the last 'non-standard' factor held on the Supply Point Register (if one is available), if none is available then no update will be carried out. DRS will also need to be triggered to notify the Shipper of the estimated read in these instances.
- New Report needs to be developed for cutover in order to align all the Conversion Factors for the entire UK Link portfolio with the rules set out in the Modification. Conversion Factor updates via RGMA process will take precedence over the data cleansing activity during cutover

IB asked is that minimum 30 business days for post NRL being sent? SH responded to the question stating that it will be a minimum of 30 days but can be more depending on solution. IB asked is there a notification that is sent out to Shippers telling them the update has been done. SH responded stating that at the moment there is no notification sent out, as a corrective exchange needs to be done using estimated RGMA readings that will go out on the DRS. Therefore that would be a notification of action and sent to the Shipper (but this could be looked at). IB asked in the case of this Change, will it be done as JOB or UPD. SH replied it will be done via UPD type trigger. In addition SH stated that process impact assessment for option 1 will have a low SPA complexity, medium complexity rolling AQ and low complexity for RGMA. In regards to the HLSO there will be a system impact to SAP ISU with a low overall impact that can be scoped into a minor release and a high level cost of £12,000 - £22,000. Also there will be no market trials costs considered and performance testing will not be required.

AN asked a question regarding the meter read being estimated and updated, whether that will be sent to the Shipper via an NBR. SH stated that due to it being an RGMA, it will go through

the DRS file. SH also stated that it will be outlined clearly in detailed design. SH suggested a consideration to keep in mind is if there are any in flight RGMA's, they will take precedent over anything the CDSP does. PO added this has been issued out for Change Pack consultation and if DSG members would like to take a look and provide responses, the CDSP can provide responses back and have them published for customers to view as and when the CDSP receives them. Furthermore SH stated the benefit of UIG won't be seen until implementation of this change.

#### **9e. XRN4871 – Modification 0665 – Changes to Ratchet Regime (Part B)**

DA presented a verbal update for this agenda item. DA stated the Part B change will be a part of June 2020 release involving the changes necessary to invoicing, so in advance of Part B coming in, Part A will be the ECN charge to be part of the ZRA charges which won't be explicitly pulled out whereas in Part B this will be an item that can be seen in a customer's invoice. DA suggested he expects the HSLO to be ready discussion at the start of July or Mid July. Furthermore DA stated that the Part B HSLO might be available to be issued as part of July Change Pack. The requirements for Part B at the moment are currently in the process of completing them. PO stated Ellie Rogers was in the process of confirming some of the detail of the HSLO of Part B. DA explained part A is more of a minimum scope for changes to be implemented and the Ratchets will be manually done up to the implementation of Part B.

#### **9f. XRN4930 – Requirement to inform Shipper of Meter Link Code Changes**

SH presented this agenda item, SH stated that Elly Lawrence raised a point that potentially this Change might not be needed but the proposer would need more information to put a recommendation towards ChMC, at the moment gave DSG an overview of the P &S supply meter points in UKL and meter link code changes processed since NEXUS go-live.

- P&S Supply Meter Points in UKL = **1,570**
  - P = **431**
  - S = **1,139**
- Meter Link Code changes processed since NEXUS go-live = **447**
  - Freestanding to P or S = **10**
  - P or Sub to Freestanding = **437**

SH stated there is only one option in re-instating of the MRI file this includes K15 record file this has a possibility of triggered retrospective files. SH stated this Change has been issued out on Friday 14<sup>th</sup> June for Change Pack. Furthermore option 1 involves change in the Meter Link Code; MRI (K15) will be triggered whenever there was a link code change in the system i.e. Prime to Freestanding or vice versa. This is done by the users manually at the back of exceptions.

A new report is required to be developed to issue MRI (K15) files to the Shippers for the Meter Link Code changed in UK Link post Nexus Go Live. This Change has low overall system impacts to SAP ISU and can be implemented into a minor release costing between £12,000 - £22,000. In addition, SH went on to explain that the process impact only impacts SPA with a low complexity.

SH explained option 2 has a low overall system impact and can be implemented within a minor release with a high level cost estimate of £7,000 - £17,000.

SH encouraged DSG to provide responses and questions via the Change Pack issued on Xoserve.com for this change as it would be helpful.

#### **9g. XRN4955 – Amendment of MDD PSR needs codes and needs code descriptions**

SH presented this agenda item. SH stated there is two solution options but functionally only one way of doing it which is to update the PSR codes to allow them into the CDSP's system.

This change has been raised to implement SPAA CP 471 - "Amendment of MDD PSR Needs Codes and Needs Code Descriptions" which is looking to amend the MDD to align the energy (Gas & Electricity) PSR Needs Codes and Needs Codes Descriptions with those used in Water. SH informed DSG of the list of Amendments to be made:

- 4 description enhancements (for Needs Codes 19, 20, 23 and 27)
- 1 Needs Code to be discontinued (code 10) and replaced by 2 new Needs Codes (35 and 36)
- 1 new code (37) directly related to water dependency

SH stated the CDSP's recommendation is option 1, SH stated that the system impacted are market flow, SAP PO, SAP ISU, SAP BW with an overall low impact which could possibly need a minor or major release with a high level cost estimate of £12,000 - £22,000. In addition the market trials costs are not considered as well as performance testing will not be required. In addition from a system complexity point of view, ISU impact is low due to configuration changes are required to be done to PSR description table. The process impact assessment for option 1 relates to SPA and is of low complexity.

#### **HLSO Option 2**

SH stated that this solution is very similar to the first option. This option works by converting the needs code 10 to 2 new codes 35 & 36. This would need to be considered as the new codes being converted from code 10 would need to be valid before going forward. SC asked if the needs 35 and 36 were not introduced, would needs code 10 be used instead of the 2 new codes, would the CDSP be able to convert needs code 10 themselves. SH responded stating that it would still work but the CDSP would convert the code 10 needs code. Also in regards to needs code 37 SH stated this links to the water industry and has no effect on the CDSP but the DN's and IGT's need to have this information so if the CDSP is passed this information, there would have to be a transfer of this information to the necessary parties.

SC asked that when a new customer has been acquired, does the old information get wiped off? PO replied that if that party is acquiring a customer at that time, they are responsible for the information and customer. PO stated that the Shipper has the obligation to store the information. Furthermore IB asked what would happen if there is a tenancy? PO replied that the Shipper can submit and RECOMP to change to confirm the sites status.

SC asked if nothing was done with this change, does that mean compliance and industry regulations are not being met. PO replied that as the CDSP parties would need to capture the new codes and pass them onto the CDSP.



SH stated and considerations or recommendations can be communicated via the issued change pack on the 14<sup>th</sup> June.

#### **9h. XRN4865 – Amendments to Treatments and reporting of CYCL Reads**

SH presented this change. SH there are a few issues with this change in regards to how the CDSP uses the CYCL readings. This is due to the CYCL readings being estimated, due to this being a CYCL read the CDSP system is not registering that this is an estimate and is treating the reading as an actual reading. Therefore the CDSP wants to ensure the CYCL read is being treated as an estimate. SH stated this has gone out for Change Pack. Also there is only 1 solution option which involves fixing multiple issues that are being experienced in SAP ISU relating to CYCL confirmation effective date estimated reads. SH we want to make sure the CYCYL is being treated as an estimate as it isn't currently being treated that way.

SH stated the impacted systems are SAP ISU with an overall low impact and can be implemented within a minor release type. The high level cost estimate is £22,000 - £32,000.

SH further explained that the code changes need to be done to cater the 3 changes and allow the reads to be uploaded correctly. In addition the process impact assessment for this solution affects the metering reads and has a low complexity. SH in addition Nothing is being changed the file format amendments are only description changes.

### **10. Miscellaneous**

#### **10a. IX Update – Standard item after ChMC meeting only**

This Agenda item was passed due to time. Please see the slides for information.

#### **10b. Shipper / PARR report – Analysis update**

David Newman (DN) presented this agenda item. DN stated the analysis was a collaborative approach involving customer team, advocates, Subject Matter Experts (SMEs) and the Data Platform team. From an approach perspective, a holistic approach to the analysis which considered:

- Existing Shipper Pack / PARR report
- Identified inflight change
- Anticipated future needs

The analysis looked to identify:

- Consistency / alignment issues
- New metrics / insight to be added
- Opportunities to automate the process

Furthermore DN stated the analysis identified a number of issues such as:

- Inconsistencies between the reports
- Reports not being aligned e.g. split by class
- A lack of low level information / insight

Enduring solution is to provide one source of the truth that enables customers to drill down and obtain insight as well as allows customers to be able to self-serve.

Benefits for the customer

DN advised that a consistency of data can provide the customer with one truth. DN stated it enables customer to maintain correct data which could potentially aid in UIG. DN stated that Xoserve is exploring options for how this can be delivered e.g.;

1. Existing delivery approach – delivering individual change proposals in isolation.
2. Iterative delivery model – regular drops providing early benefits for customers.

This involves establishing a Beta Team who will get early visibility of the dashboard to aid development. DN stated that for release 1 Xoserve will look to establish a Beta Team but there will be opportunities for Shippers who wish to take part to support later releases.

DN confirmed the next steps are:

1. Provide visibility of delivery timelines/ costs – July
2. Mobilise for delivery.

**ACTION - to provide DSG an update in July 15th meeting, which provides visibility of timelines and cost. (added to action ref: 19 – 0503)**

DN stated that there will be more drops than just this one; this allows multiple customers to take part in this.

### 10c. KVI Survey

JG presented this agenda item. JG stated there is an overall increase in percentage for the KVI survey. The next one is due to go out in July. JG informed DSG that customers have notified they are pleased with the work going forward. PO asked DSG to provide feedback in the interim of KVI surveys so CDSP can take action on things sooner and provide a solution or answers sooner avoiding any future issues.

## 11. JMDG Update

SH presented this agenda item, SH stated that there has been an update on the MAP asset details. We are providing a new API to MAPS; which is expected to be approved at contract managers to be added to the data permissions matrix. SH advised that if an API is needed for Gas it is conducted as BAU but if it is for both Gas and Electricity then it involves joint use case.

## 12. UIG Update (post ChMC)

James Hallam Jones (JHJ) presented this agenda item. JHJ stated following the end of the task force there is provision in the budget to continue work on UIG.

Machine learning: the analytics partner has demonstrated that using advanced neural network machine learning models can reduce base level UIG by up to 70% and Volatility by up to 30% based on tests on EUC 01 for 12 LDZs. In addition there are options for where we can go next with this line of investigation. JHJ stated that this will be further discussed at DESC on 8th July 2019.

JHJ stated that Xoserve will consider hosting a machine learning discovery day to discuss the benefits, considerations and implementation challenges of using machine learning algorithms to allocate NDM Energy. The Task Force is currently scoping and costing machine learning next steps with our analytics partner.

JHJ informed DSG that the next step of the task force are:

- Use the UNC UIG Work Group as the mechanism to **share progress** on all recommendations where options residing with Xoserve.
- Provide updates to the “**Recommendation Tracker**” in line with UNC UIG Work Group timescales.
- **Continue analysis** on existing investigation lines, identify any **new** investigation lines & publish investigation tracker updates as required.
- **Publish any new findings/recommendations** drawn from investigation lines which are currently “work in progress” when completed.
- **Supporting MOD development** to progress all live and draft modifications.
- **Develop** complex machine learning options with industry

### 13. CSS Overview

PO advised that the slides have been added for DSG members to view as no change.

### 14. ChMC Update

This Agenda item was passed due to time. Please see the slides for information.

### 15. Action Updates

All DSG actions can be found on the relevant event page on [Xoserve.com](https://xoserve.com), including the 6 new actions that were raised during this meeting:

### 16. AOB

#### 16a. Revised Change Proposal Template

This Agenda item was passed due to time. Please see the slides for information.

#### 16b. DSG Attendance

PO advised DSG that the number of representatives per customer segment has been dropping over the months. PO also stated that this has been discussed at ChMC 12<sup>th</sup> June 2019. ChMC members suggested that this can occur as parties are reducing the number of representatives.

This was the end of June 17th DSC Delivery Sub Group meeting. Next Meeting: **1<sup>st</sup> July 2019**

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