



DSC Delivery Sub Group

Monday 21st October 2019 at 10:30am

G.01, Xoserve Limited, Lansdowne Gate, 65 New Road, Solihull, B91 3DL

Meeting Minutes

Industry Attendees		
NAME	ORGANISATION	INITIALS
Ikram Bashir	Npower	IB
Patricia Parker	Utiligroup	PP
Helen Bevan	Scottish Power	HB
Lorna Lewin	Orsted	LL
Steph Podgorski	Generis	SP
Sally Hardman	SGN	SHa.

Xoserve Attendees	
Paul Orsler (Chair)	PO
Chan Singh	CS
James Rigby	JR
Megan Troth	MT
Simon Harris	SH
Surfaraz Tambe	ST
Matthew Rider	MR

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](#).

2. Meeting's Minutes – 7th October 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. The below fixes were all deployed to production on 4th and 11th October (inclusive of amendment invoice impacting defects)

Defect ID	Status	Description	Release	Deployed/closed on:	Amendment Invoice Impacting
1428	Fix deployed – Pending Data Correction	MR15 exception not generating for negative variance volume	R4.08	04/10/2019	Yes
1430	Closed - Deployed to Production	UKLink Query : RGMA Estimated reads for AMR removal not loaded in SAP	R4.08	04/10/2019	No

PO advised DSG that Release R.09b was scheduled for the 18th October and Release 4.10a is scheduled for the 25th October.

Please note: Xoserve are still planning a fortnightly release deployment. However, if fixes are ready in the interim, we may deploy in between releases. This is why you may see “a” and “b” suffixes in the release names.

The below defect fixes were deployed as urgent.

Defect ID	Status	Description	Release	Deployed On:	Amendment Invoice Impacting
1472	Closed - Deployed to Production	If a shipper is sending TTZ = 0; the reads are getting marked to 'P' (MOD0700)	Urgent Fix (D1/D2)	2019-10-04	No

PO further added that there is a list of open amendment invoice impacting defects which can be found in the slide deck.

3a. Issue Management

There was no update for this agenda item.

4. Portfolio Delivery

4a. Portfolio Delivery Overview POAP

PO advised DSG the Portfolio overview POAP is available to view on [Xoserve.com](https://xoserve.com).

4b. Retail and Network Delivery Overview

PO Presented this agenda item.

PO outlined the UK Link governance timeline and key milestones coming up. This included completed milestones for the ongoing releases and milestones that are currently on track for completion.

PO advised that the upcoming milestones on track to complete are:

- June 2020 – BER approval at November 2019 ChMC
- June 2020 – Change pack issue December 2019
- MiR 6 – Scope approval November 2019 ChMC

Furthermore, PO outlined the list of allocated changes to their releases and for the upcoming major June release 2020. In addition, PO provided an update regarding the list of unallocated changes that are either in capture or awaiting solution approvals.

4c. Data Delivery Overview

PO provided an update for this agenda item. PO asked DSG to note that there are a number of changes that are targeted to be delivered within November and December. These changes are linked to PARR reporting deliverables. In addition, James Rigby (JR) advised that the change XRN4795 – amendments to the PARR (520a) reporting is due to be delivered/implemented on the 8th November and not at the end of November as shown in the plan found in the slide deck.

5. Major Release Update

5a. June 2020

Surfaraz Tambe (ST) provided an update on this project. ST explained that Xoserve is currently in design phase, with ongoing workshops. The workshops are on track to complete by the end of this month.

Furthermore, ST advised that confirmation has been received from ChMC to descope XRN4780b (Inclusion of Meter Asset Provider Identity (MAP Id) in the UK Link System (CSS Consequential Change)) from June 2020 release. In addition, ST stated that ChMC advised to work at risk for XRN4941 (Auto updates to meter read frequency (MOD0692)) until MOD approval has been reached. ST added that change packs are to be issued in November after the next ChMC.

Linking back to the last DSG meeting held 7th October 2019, there was an action raised to provide more information on market trials for June 2020 release. There were 4 options mentioned. ST explained that at ChMC there was a need for some flavour of market trials, therefore this is being discussed and evaluated internally for the extent of market trials to be used for this project.

Timeline XRN4996 June 2020:

At the next DSG there will be a further breakdown shown in relation to the timeline presented in the slides. This breakdown will be from December 2019, going forward to June 2020.

Furthermore, ST stated there is a scope of 10 changes and 1 change was descope at ChMC October.

Overall Project RAG status is green

5b. EUC Update

Matthew Rider (MR) provided the update for DSG.

MR stated the project is still running PIS activities and tracking first usage. MR explained that preparation of closedown activities has commenced with Closedown planned to complete on 17/01/20. There are currently no key risks or issues open that could impact the continuation of

post implementation support activities for the EUC release. However, this is being constantly monitored.

Overall Project RAG status is green

5c. November 2019

Matthew Rider (MR) presented this agenda item. MR informed DSG that both Regression Testing and Performance Testing are ongoing and currently on track to complete by the milestone date of 25/10/2019. It was also stated that implementation preparation is in progress for the deployment of in scope changes and is on track for 09/11/2019. Post implementation activities and project support will carry on until the 6th December.

MR advised that 17th January is the target date to have this closed with the submission of the CCR and closedown documentation to be approved at January's ChMC.

MR added that there are currently no major risks or issues impacting the delivery of the November 2019 release and all resources and costs are tracking to budget.

Overall Project RAG status is green

5d. XRN4914 – MOD0651 – Retrospective Data Update Provision

Paul Orsler (PO) provided an update for this agenda item. PO explained that the slides are similar to the ones shown at ChMC in October. At the moment Xoserve are in the proof of concept mobilisation phase. This involves a number of Shipper representatives who have formally lodged an interest in participating in a proof of concept exercise with Xoserve. This POC will be conducted to gain some analysis and scale of the retrospective data quality issues within the market. This exercise is a prerequisite exercise to the data cleansing activity that would need to take place. PO added that during this onboarding phase, Xoserve is looking to canvas some views from the parties who have shown interest in the POC. Furthermore, PO outlined Xoserve is looking to gain more interaction with customers and parties by improving the engagement and communication plans that will enable Xoserve to support customers more than before.

PO outlined there were a number of options suggested for the proof on concept and how that would be conducted. PO explained that from an Xoserve perspective these tools help Xoserve to provide more analysis of that data. The timeline for the proof of concept is looking at 3-4 months from the date of contracting the analysis piece. ChMC have instructed Xoserve to progress with Option 4 and for Xoserve to draw down on the existing retrospective data update costs line within the business plan.

PO asked DSG if the options were okay and happy with option 4 and DSG agreed with no objection.

5e. XRN4991 – MOD700 – Enabling large scale utilisation of Class 3.

Project Update:

Paul Orsler (PO) presented this agenda item and provided an update. PO added that the inner tolerance change was implemented (**ref: 2464 – CS – DA - Successful Implementation – Suspension of the Inner Tolerance Validation for Class 3 Supply Meter Points in EUC Band 01**).

The project has an overall RAG status of amber.

Please note: Must reads for Class 3 EU01 will be exempt from inner tolerance changes/checks that have been applied.

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

NONE FOR THIS SECTION

7. Change Proposal Initial View Representations

NONE FOR THIS SECTION

8. Undergoing Solution Options Impact Assessment Review

8a. XRN4992 – Modification 0687 – Creation of new charge to recover Last Resort Supply Payments

PO presented this agenda item. PO stated that we are proposing to scope this into February 2020 documentation release. PO explained that there is an option to look at more automated invoice solutions as an enduring solution. Furthermore, PO informed DSG that the Change Pack for the detailed design is out for industry consultation. PO also added that the design detail that Ofgem had requested in regard to the MOD, has been submitted and is now awaiting an Ofgem decision. In addition, with that in mind, PO urged DSG to provide responses to the change pack that has been issued out to industry. PO concluded the discussion by asking DSG if there were any views or questions that they would like to raise.

9. Solution Options Impact Assessment Review Completed

9a. XRN4738 – Shipper Portfolio Update of Proposed Formula Year AQ/SOQ

Paul Orsler (PO) presented this agenda item. PO explained that it has been identified that CoS transactions that take place between delivery of the march NRL file (that carries the new Formula Year AQ / SOQ) and the 1st April will not contain the new FYAQ. Therefore, a separate mechanism is needed to provide customers with FYAQ details post NRL. PO explained that there are a number of proposed data items for DSG and customers to confirm will suffice in order to progress with a high-level solution at the next DSG meeting due to be held on the 4th November.

Proposed Data Items:

- MPRN
- Confirmation Reference Number
- Confirmation Effective Date – to show it is a gained site.
- AQ

19 – 0717 - Action: DSG to review the slides and confirm the report is still required

19 – 0718 - Action: DSG to confirm the above data items will meet customer requirements

Patricia Parker (PP) asked a question regarding the proposed data items, in particular, the date item AQ. PP stated she was confused as to why it has been listed as AQ. PO replied stating that for further clarity it should be the perspective formula year AQ.

In addition, PO added that the proposed solution action involves:

- Report to be generated showing MPRN gains post NRL
- Time period to cover any confirmation/reconfirmations post generation of NRL files and up to/including 1st April.
- Issue date 1st week post 1st April
- Shippers are to be the target audience of this report
- Email delivery mechanism

19 – 0719 - Action: DSG to confirm the requirements discussed are still needed.

10. Miscellaneous

10a. Report Review – Update

Paul Orsler presented this agenda item. PO explained there were several options that were discussed at ChMC in October regarding how to progress with the findings from the report review activity. PO added that ChMC did not give much of a view or steer on the route for this going forward as they felt the options needed more justification. Currently Xoserve are evaluating the change and options, for the best way to deliver value for customers via the Data Discovery Platform DDP. PO advised the data strategy team and customer are working together to put a proposal forward at November ChMC.

11. JMDG/MIS Overview

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

12. CSS Update

PO informed DSG that the slides can be found in the slide deck which reiterate the message provided at ChMC. PO advised DSG if anyone has any questions or queries please engage through the CSS dedicated DSG sessions or directly with Xoserve's customer lead Emma Lyndon.

13. ChMC Update

New Change Requests:

Xoserve Ref No.	Change title	Next steps	Service area	DSC impact
4627	CSS Consequential Central Switching Services	Parent CP for CSSC information only	N/A	N/A
5027	UK Link Data Cleanse of Conversion Factor in line with MOD0681S	Approved for Capture	1	Existing service line
5029	Service Description Table updates October 2019	Information only	16	New service line

Change Proposals – Capture complete - None

Detailed Design Outcomes – September Change Packs:

<u>Xoserve</u> Ref No.	Change title	Voting Outcome
4627	CSSC - Create Supply Meter Point and Market Sector Code	Approved
4627	CSSC - Nomination Enquiry and Registration	Deferred
N/A	<u>Potential</u> EUC Description File Format Description Change	Approved
N/A	Amendments to MRF_TYPE_CODE description field to provide additional clarity	Approved

Change Documents:

BER – Approved

- XRN4980 – Change to Supply Point Enquiry API
- XRN5013 Data Access Platform – PAFA

BER – Deferred

- XRN5003 – Data Access Platform – DN Dashboard

Amended funding – Approved

- XRN4865 – Amendment to treatment and reporting CYCL reads – 100% Shipper funded

CCR Approved – Approved

- XRN4954 – Minor Release Drop 5

Summary of key messages – XRN4780 (MAP ID) has been descoped to be delivered within CSSC.

- XRN4897/XRN4899 to be added to the release and are currently out for industry review and consultation
- Update on the Shipper – Data Discovery Platform Drop 2 and the networks – Data Discovery Platform Drop 1.
- Automation and Optimisation Options for the change XRN4857 Report Review.

14. Action Updates

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

19 - 0713 – Closed - Due to ChMC requesting market trials to be added to the release at ChMC October.

19 - 0714 – Open - Confirm the considerations have been of AML/ASP

19 - 0715 – Closed – Due to discussions within this DSG meeting agenda item 15a.

19- 0716 – Simon Harris (SH) confirmed the estimated RGMA (UPD) reads are the only ones that currently do not feed into the AQ calculation process. Exception being Class 1 & 2 daily estimates which shouldn't feed AQ.

15. AOB

15a. XRN4932 – Improvements to the quality of the Conversion factor values held on the Supply Point Register (MOD0681S)

Simon Harris (SH) presented this agenda item. SH advised DSG that these considerations are to help steer and provide feedback for the change to come out of the detailed design phase.

Consideration 1:

SH stated that as the CDSP we need to notify industry participants (Shippers) of the need for CF amendment and give them 30 days to carry out the update themselves, there will be instances where the Supply Meter Point has changed Shipper between the time of notification being issued and the CDSP attempting to update the CF.

Where these instances occur, there are 2 options to consider:

1. Update the conversion factor regardless of any shipper amendments
2. Only update where we have notified the registered user at a time of CDSP update of a need to amend the CF

SH explained the options and asked DSG for a suggested steer on which option to proceed with. SH added that from a UIG perspective, regardless of who the Shipper is, the conversion Factor would still need to be amended because it breaks the rules of the AQ and the modification rules set out. To help UIG in this consideration, option 1 would be the more supportive of the options.

Ikram Bashir (IB) stated that option 1 sounds more logical and suggested option 1. IB added if things are delayed it might prolong the process of the conversion factor being updated. SH added that when the CF is updated, the new Shipper will get the old conversion factor and new conversion factor.

Lorna Lewin (LL) outlined that option 1 is not helpful for Shippers as a new shipper would expect to be provided enough time for the shipper to be able to notify or update the conversion factor. PO clarified the point made by LL as shippers would like to be provided with enough time to take action and make the updates/amendments themselves.

Patricia Parker (PP) asked how the CDSP would notify the parties of the conversion factor amendment. SH responded by stating that currently if the AQ goes above the threshold, the parties are already notified if the conversion factor is standard. Furthermore, there is an indicator sent out within the NRL files at D-7. These NRL files ask Shippers to check the

conversion factor. Therefore, using this method of notification, if the AQ goes above or below, that notification sent to the party will say that the conversion factor would need to be amended as it is not per the MOD rules.

Overall DSG suggested to progress with second option for this consideration as the majority have a view of option 2 being more aligned to their needs.

Consideration 2:

Supply Meter Points across all class Products are in Scope of MOD0681S rules

SH added that during detailed design, it has been identified that Class Product 1 & 2 would require file format amendments to facilitate the issuing of estimate readings via MDR file for these products Classes, where the CDSP has updated the CF. SH explained that after checking the rules to be applied, 10 sites were identified as needing an amendment. For these 10, having a file format change would mean there would be a lot of Shipper impacts if Class 1 & 2 remained in scope. Therefore, the design consideration was to de-scope Product Class 1 & 2 from automated system CF updates. This would still include a notification out to shippers that the conversion factor will need to be looked at. PO added that there is also a change to conduct the data cleanse on the conversion factor. Therefore, the overall 1,600 sites with 10 identified needing CF amendment would go to 0 needing CF amendment once go live of that change. SH also stated that the CDSP would carry out a corrective exchange on the devices on site to amend the CF, this would then be forcing a Check to Check Reconciliation using CDSP estimated readings, so it feels logical to de-scope. LL asked if this is only to be conducted on class 1 & 2. SH explained that it will only be class 1 and 2.

(LL) supported the recommendation to de-scope the product class 1 & 2

Considerations 3 :

Where sites have been identified as needing CF amendments and no action has been taken by the registered Shipper, the CDSP will attempt to make the CF amendment via cosmetic exchange. SH added that if unsuccessful, there is a potential due to ongoing SPA or RGMA activities, Xoserve are proposing no further action is taken. SH explained that added in monitoring and reprocessing would add complexity to the solution and could potentially result in a backlog of CF that keep rejecting. SH suggested the simpler solution would be to do it once so that it does not end up going into the backlog of CF. SH added that as we go through detailed design consideration is being given to how we can get the Supply Meter Point back into the process, something that will be brought back to a future DSG.

19 – 0720 - Action: This is to be brought back further consideration on this point specifically for the 4th November DSG.

HB asked how long the Shipper will be given to do the update the CF. SH stated the Shipper has 30 calendar days from the issue of the NRL file to apply the update.

Consideration 4:

SH stated that the consideration around the AQ threshold is that should be checked against the Modification rules. SH advised that as the window is 30 calendar days, there is a scenario where a new

AQ is about to go live when the CDSP comes to do the CF update that could result in no CF amendment to be needed if the update was carried out a few days later. SH suggested that the CDSP is proposing that when we come to check if an update is still needed, the CDSP would carry this out, taking into account any future AQ's that are due to go live, not just the current AQ. SH advised that the CDSP does not want to create a cosmetic exchange and 3 days later this is not needed, then the following month another cosmetic exchange is needed as the rules will end up being broken (but in the opposite direction). SH advised this would impact Shippers being able to do anything prior to the asset update.

Support was received from IB in the room and DSG with this consideration.

HB asked is there any impact with the formula year AQ?

SH responded stating that there is no impact as the AQ that needs to be taken into account is the Rolling AQ and not the Formula Year AQ.

Consideration 5:

SH informed DSG that the legal text states that a notification is needed to be issued to the registered user, informing them of any action taken by the CDSP. SH stated that the current solution to facilitate this and to reduce the impact on customers is to use the MBR file containing estimated FINX/OPNX reads for the cosmetic exchange along with old and new conversion factor (Class 3 &4).

SH stated that the FINX will have the old conversion factor specified and the OPNX will have the new conversion factor specified.

SH asked DSG if they think this is sufficient notification that the CDSP will carry out the activity on their behalf, the only concern is that the files will be unsolicited, this means that the files will not be triggered by the user but from Xoserve.

PO and SH asked if this is sufficient notification?

IB supported this as he stated his organisations system will take that as an update. Support was received for DSG with this consideration.

This was the end of October 21st DSC Delivery Sub Group meeting. Next Meeting: **(Monday 4th November 2019)**

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