



DSC Delivery Sub Group

Monday 24th February at 10:30am

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

Meeting Minutes

Industry Attendees		
NAME (*Dial in)	ORGANISATION	INITIALS
Shanna Barr	NGN	SBa
Sally Hardman	SGN	SHa
Steph Podgorski	Generis	SP
Patricia Parker	Utiligroup	PP
Elly Laurence	EDF Energy	EL
Danny Byrne	Utilita	DB
Stacey Bretnall	Robin Hood Energy	SB
Rhys Kealley	British Gas	RK
Ikram Bashir	Npower	IB

Xoserve Attendees	
Paul Orsler (Chair)	PO
Megan Troth	MT
Simon Harris	SH
Ellie Rogers	ER
Kate Lancaster	KL
James Rigby	JR
Edward Healy	EH
Surfaraz Tambe	ST
James Barlow	JB
Richard Hadfield	RH
Michele Downes	MD

Slides available [here](#).

1. General Meeting Administration

1a. Welcome and Introductions/Meeting Minutes

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

1b. Previous DSG Meeting Minutes and Action Updates

The previous DSG meeting minutes and both actions were closed by DSG.

Action	Status	Update
Xoserve to add AQ Taskforce Update as a standing agenda item.	Closed	This is now on the DSG Agenda
Xoserve to add R&N Change Overview as standing agenda item.	Closed	This is now on the DSG Agenda

2. Changes in Capture

2a. New Change Proposals – Initial Overview of the Change

2a.i. XRN5080 – Failure to Supply Gas (FSG/GSOP1) – System Changes

SH provided an overview of this change to DSG attendees, more details can be found within the [Change Proposal](#). This is to go through the capture process and be presented and discussed further DN constituency to scope out requirements for all DN's, this will also come to DSG when necessary (i.e. if Shipper invoicing process changes are identified).

SHa (proposer) stated that they were happy with this approach and that there is a lot of changes happening in this space so this would be better to do this through an overall development piece at DN Constituency. SH explained that it could be up to two months before this returns to DSG whilst this develops with the DN's.

2a.ii. XRN5091 – Deferral of creation of Class change reads at transfer of ownership

JB provided an Overview of change, more details can be found within the [Change Proposal](#). PO stated that this is listed as a Shipper impacting change, and there were no specific concerns from the room or on the call from Shipper members. RK asked if there was a reason these scenarios (where Shippers are not being provided with an Opening Read window when a change of class and Shipper occurs at the same time) are repeatedly

occurring? JB stated that this is a combination of where a lot of Shippers default sites to Class 4 when gained and the increase of sites going into Class 3, which results in a class change within the transfer that the shipper does not expect.

JB stated that more details regarding solutions would be provided when Capture is progressing.

2a.iii. XRN5072 – Application and derivation of TTZ indicator and calculation of volume and energy – all classes

JB provided an Overview of change, more details can be found within the [Change Proposal](#). This is listed as a Shipper impacting change. JB explained that this change was initially identified internally and then raised as a CP. This was originally raised with part 1 to look at derivation of the round the clock indicator count where this has not been submitted by the Shipper within an RGMA file flow for a site with AMR or datalogger, and to ensure it takes into account all instances of TTZs. Part 2 is to look at the use of TTZs more widespread across UK Link, so rather than just ensuring part 1 is delivered, this will ensure this principal is applied to all scenarios where needed. By having part 1 and 2, this ensures this is a holistic change. EL stated EDF were happy with this change and agreed that it is the right thing to do to ensure we discover how all scenarios can be made better, and they will have a better view when solutions are agreed. IB asked if this was just looking at RGMA. JB stated that part 1 is the RGMA side where we are deriving the TTZ, part 2 is more focused on internal UKL processes and ensuring that TTZ is being used correctly. IB happy to support from nPower perspective. RK also happy to support from a British Gas perspective.

This will return to DSG when solutions are being developed and Capture progresses.

2a.iv. XRN5093 – Update of AUG Table to reflect new EUC bands

KL and ER provided an overview of this change, more details can be found within the [Change Proposal](#), no particular concerns from the group. EL happy to support this change. RK raised a particular interest in the cost impact and how this will work in terms of the funding. For the cost, a ROM has been completed for this and is looking between £115,000-£185,000 for upper end cost. ER stated that one key thing we have considered for capture is making this as configurable and efficient as possible, therefore making this as future proof as possible.

This will return to DSG as capture progresses

2b. Change Proposal Initial View Representations

2b.i. XRN5038 – Convert Class 2, 3 or 4 meter points to Class 1 when G1.6.15 criteria are met (MOD 0691)

ER provided a high level of slides, not yet in a position to provide a HLSO however we wanted to share some initial thoughts and requirements with DSG and hopefully gain a view and confirm our understanding. ER explained that a ROM was completed for the associated

Modification 0691 which identified two initial high level solution options, manual and automated RK stated that manual seems more sensible as the volumes may not be high enough to justify an automated solution. ER explained that a generic Class change tool may be delivered under another change and release therefore the manual solution in the meantime may be the most logical approach. It was agreed that Xoserve would continue to gather requirements for this change and produce a HLSO for DSG consideration. RK stated that one thing we haven't considered is where the notification of DMSP fits into this logic and would be good to have this consideration when building the logic for this change.

2c. Undergoing Solution Options Impact Assessment Review

None for this meeting

2d. Solution Options Impact Assessment Review Completed

2d.i. XRN4645 – The rejection of incrementing reads submitted for an Isolated Supply Meter Point (RGMA flows)

JB gave a high level of the CP and went through the slide deck (slides 27-28). JB wanted to ensure that DSG were aware that this hadn't been lost and we are working through the next steps and any issues we are facing. Options need to be refined before this will come back to DSG. IB asked if this would not be trapped within the reconciliation if you gain advanced read? JB stated this is where the exception is occurring, and we are working through this. IB stated there were some solutions discussed previously with DSG which may be worth looking into. JB confirmed that the pot has grown for this scenario. JB asked group what the minimum lead time is to input new rejection codes? Majority of Shippers confirmed that the minimum lead time is 3 months, with 2 parties to confirm.

2d.ii. XRN4990 – Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4 (MOD0664)

JB gave a high level of the change and went through the slide deck (slide 30). JB asked DSG for their recommendation on a required lead time for a solution delivery (new rejection code). DSG view of minimum of 3 months for new rejection codes. Elly EDF asked some questions around this change, the first being would there be a notification sent to Shippers, and in what format? JB stated initially wouldn't be an auto notification to inform Shippers of sites that need to move to Class 4 (Shipper then has 20 WD to do this), EL stated that this would be good to understand whether we would get a report to state which ones we have actioned on behalf of the Shippers. **Action on JB to confirm how this will look.** EL also asked whether there is a view to introduce a notification via IX, or will this stay as reporting? JB stated that the likely direction would be into DDP. EL also asked that as part of MOD we can charge Shippers for anything we change for them, do we have the right to enact this charge? **Action on JB to confirm how any enduring costs of applying class change would be recovered and distributed.** DB asked, regarding sites that will be changed, will we receive a report of these? JB confirmed yes, and DB asked if performance changes on these sites, does this have an impact? JB confirmed this would not impact and the sites would still have to change class. JB confirmed that Shippers will receive notification of poorly performing MPRNs on a rolling period of 3 months, so will get a chance to correct this

beforehand. DB also asked whether there will be a specific field in a flow of why this class has changed rather than a rejection code. SH stated we could default a Shipper reference within the Shipper notification to confirm why this class had changed. DB stated that it would be easier to have everything consolidated into the one flow so they can understand how to avoid this happening.

This change will return to DSG following the above actions to get these confirmed.

3. Changes in Detailed Design

3a. Design Considerations

3a.i. XRN4679 – Requiring a Meter Read following a change of Local Distribution Zone or Exit Zone

SH gave an overview of the change (link to CP) and went through the slides (slides 33-36). SH explained that the frequency of LDZ changes is fairly low, therefore we did not think this justified system changes, this would also go against standard reconciliation and read principles. SH stated that we have brought this to DSG for awareness and would like to issue this to wider industry. IB asked whether we could gain some stats on this to get some further understanding of the scenario. **Action on SH to confirm this.**

3b. Requirements Clarification

None for this meeting.

4. Major Release Update

4a. June 2020

ST presented slides to DSG, update given on June 20, general RAG status of green. Awaiting decision on Market trials. Steph P asked if the CSS impacting June 20 changes will still be included in CSS discussions. PO confirmed that these changes will sit under the usual DSC forums, and where a change is clearly just in the scope of CSS it will be developed within CSS forums, as some changes seem to impact CSS but are not on the radar for what CSS team are developing. Action on PO to identify where the linkages lie between changes that impact CSS and how this will work with the development of changes and confirm whether this will be done in a CSS forum or elsewhere.

4b. XRN4914 – MOD 0651- Retrospective Data Update Provision

PO presented slides to DSG, no particular concerns raised from DSG.

4c. Minor Release Drop 6

EH explained that this project is progressing to plan and is has an overall RAG status of Green. No concerns from DSG members.

5. Retail and Network Delivery Overview

Slides were presented to DSG. November 20 scope has been agreed, (a couple of these changes subject to the associated MODs being approved). RH went through the change governance timelines and explained that the EQR will go to next ChMC in March for approval, and BER will go to ChMC for approval in May. All changes in flight were presented along with unallocated change. No specific questions or concerns from DSG.

6. Issue Management

General update on AQ defects given, refer to AQ taskforce slides. All remaining defects will be managed by the AQ taskforce.

6a. AQ Task Force Update

MD presented slides to DSG. MD explained that the majority of AQ defects are due to incorrect volume or energy calculation, not the AQ process or calculation of the AQ. Although we have been carrying out the root cause analysis for each defect, we have not been linking these by the area of code functionality which may be causing issues. MD stated that we are hoping to give an overall plan for the taskforce at next month's meeting. RK asked whether we have been in the same position regarding AQ defects for a while, MD confirmed we have been experiencing issues affecting AQ for the last 2 years due to the complexity of some of the scenarios and rarity. MD confirmed that updates on the taskforce will be provided monthly at DSG. No further questions or concerns raised from DSG.

This was the end of 27th January DSC Delivery Sub Group meeting. Next Meeting: **(Monday 24th February 2020)**

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