

## Agenda

### DSC Change Management Committee

**10:30 Wednesday 12 February 2020**

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

Teleconference: 020 3582 4515, ID 401-706-701

Screen Sharing: <https://join.me/JointOffice>

*Short notice items are in italics*

*\* indicates where the material is expected to be provided late*

Item	Topic	Lead	Category
<b>1. Introduction</b>			
1.1. Apologies for absence		Chair	Information
1.2. Alternates			
1.3. Confirm Voting Rights			
1.4. Approval of Minutes (08 January 2020)			
1.5. Review of Outstanding Actions			Discussion
<b>2. New Change Proposals - Initial Review</b>			
2.1. XRN5072 Class 4 with AMR/DRE Installed - RGMA Flow received with no RTC count		CDSP (JB)	Approval
2.2. XRN5080 Failure to Supply Gas (FSG/GSOP1) – System Changes		CDSP (SH)	Approval
2.3. XRN5091 Deferral of creation of Class change reads at transfer of ownership		CDSP (JB)	Approval
2.4. XRN5092 iConversion Phase 2		CDSP (RA)	Approval
2.5. XRN5093 Update of AUG Table to reflect new EUC bands		CDSP (ER)	Approval
2.6. XRN5097 DSC Service Description Table cosmetic change to service line table v9		CDSP (JM)	Approval
<b>3. New Change Proposals - Post Initial Review - None</b>			
<b>4. New Change Proposals - Post Solution Review</b>			
4.1 XRN4645 – The rejection of incrementing reads submitted for an Isolated Supply Meter Point (RGMA flows)		CDSP (JB)	Approval
4.2 XRN4801 – Additional Information to be made available on DES		CDSP (SH)	Approval
4.3 XRN5014 – Facilitating HyDeploy Live Trials		CDSP (SP/PO)	Approval
4.4 XRN5064 – Meter Asset Enquiry API Enhancements		CDSP (SH)	Approval
4.5 XRN4780 – Part C – Inclusion of Meter Asset Provider Identity (MAP Id) in the UK Link system (CSS Consequential Change)		CDSP (SH)	Approval

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<b>4.6</b> XRN4992 MOD 0687 – Creation of new charge to recover Last Resort Supply Payment	CDSP (ER)	Approval
<b>5. Implementation Plan</b>	CDSP (various)	Approval
<b>5.1</b> XRN4941 - Auto updates to meter read frequency (MOD0692)	CDSP (SH)	Approval
<b>6. Approval of Change documents – BER, EQR or CCR</b>		
<b>6.1.</b> CCR for XRN4688 Brownfield AQ Corrections	CDSP (JG)	Approval
<b>6.2.</b> CCR for XRN4789 Updating Shipper Reporting Packs and glossary	CDSP (JG)	Approval
<b>6.3.</b> CCR for XRN4795 Amendments to the PARR (520a) reporting	CDSP (JG)	Approval
<b>6.4.</b> CCR for XRN4980 Change Supply Point Enquiry API to add in extra fields and make certain other fields visible	CDSP (JG)	Approval
<b>7. June 2020 Release</b>		
<b>7.1</b> June 2020 Release Update	CDSP (ST/SB)	Information
<b>7.2</b> June 2020 Reduced Scope Market Trials	CDSP (ST/SB)	Approval
<b>7.3</b> BER for XRN4996 June 2020	CDSP (ST/SB)	Information
<b>7.4</b> Change Training for June 2020	CDSP (TC)	Approval
<b>8. Release Approvals / Updates</b>		
<b>8.1.</b> End User Categories (EUC) – Project Update	CDSP (MR)	Information
<b>8.2.</b> November 2019 Release Update	CDSP (MR)	Information
<b>8.3.</b> XRN4914 Retrospective Data Update Provisions (Mod 0651) – Project Update	CDSP (TL)	Information
<b>8.4.</b> Minor Release Drop 6 Release Update	CDSP (EH)	Information
<b>8.5.</b> Retail & Network Platform Update	CDSP (RH)	Approval
<b>8.6.</b> UK Link POAP	CDSP (RH)	Information
<b>8.7.1</b> Data Office Changes	CDSP (JG)	Information
<b>8.7.2</b> Data DISCOVERY Platform Updates	CDSP (DN)	Information
<b>9. Central Switching Service Consequential</b>	CDSP (EL)	Information
<b>10. UIG Taskforce Update</b>	CDSP (FC)	Information
<b>11. Horizon and Future Release Change Planning</b>		
<b>11.1.</b> Bubbling Under Report	CDSP (ER)	Information
<b>11.2.</b> Gemini Horizon Planning	CDSP (BV)	Information
<b>12. Finance and General Change Budget Update</b>	CDSP (MR)	Information
<b>13. Any Other Business</b>		
<b>13.1.</b> IX Refresh Update	CDSP (RW)	Information

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13.2. KVI Change Management Survey Feedback	CDSP (JG)	Information
13.3. Xoserve Change Register	CDSP (PO)	Discussion
13.4. Delivery Sub-Group Updates	CDSP (PO)	Information
14. Diary Planning	Chair	Information

**Action Table (as at 08 January 2020)**

Action Ref	Meeting Date	Min Ref	Action	Owner	Status Update
1204	11/12/19	9	Xoserve (EL/ES) to plan out the governance process required for any Consequential Testing changes.	Xoserve (EL/ES)	Carried Forward
1205	11/12/19	10	Xoserve (ES) to clarify what would happen to allocated funds when the UIG Task Force is closed down.	Xoserve (ES)	Carried Forward
1206	11/12/19	13	Xoserve (JR/PO) to publish dates for DSG meetings planned for 2020 on Xoserve and Joint Office calendars.  <i>Post Meeting Update: Dates provided for DSG have been published on JO calendar. Not published on Xoserve calendar (23/12/19)</i>	Xoserve (JR/PO)	Carried forward.

0101	08/01/20	1.5	Xoserve (ES) to add agenda item for February's Change Management Committee to discuss the governance process for any Consequential Testing Changes.	Xoserve (ES)	Carried Forward
0102	08/01/20	4.3	Related to XRN4992 Mod 0687 - Xoserve to provide views on risk and costs for decision in February.	Xoserve (PO/RH)	Carried Forward
0103	08/01/20	5.0	Xoserve (ES/JR) to review 'working at risk' governance process to ensure the mitigation of costs stranding.	Xoserve (ES/JR)	Carried Forward
0104	08/01/20	5.0	DNOs to confirm April implementation of new charge codes for payment of GOP3 and GSOP 13 and GT Voluntary Consumer Payments	All DNO Parties	Carried Forward
0105	08/01/20	7.6	Xoserve (RH) to include CP 4896 as Document Change in the February 2020 release.	Xoserve (RH)	Carried Forward

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<b>0106</b>	08/01/20	7.6	Xoserve (RH) to amend slides as requested. <i>(Post meeting update: this has been provided and published).</i>	Xoserve (RH)	<b>Closed</b>
<b>0107</b>	08/01/20	7.6	Xoserve (RH) to confirm at the February meeting which of the CPs will be included in November 2020 release.	Xoserve (RH)	<b>Carried Forward</b>
<b>0108</b>	08/01/20	7.8	Xoserve (ES) to ensure Governance Subcommittee reviews the governance arrangements around change assurance and associated health check for development.	Xoserve (ES)	<b>Carried Forward</b>
<b>0109</b>	08/01/20	11.1	Xoserve (EE) to provide an update on the IX project implementation timescales.	Xoserve (EE)	<b>Carried Forward</b>
<b>0110</b>	08/01/20	11.3	Xoserve (DN) to provide an update on time-lines for the DDP project or bring the roadmap to the next Committee if it is ready.	Xoserve (DN)	<b>Carried Forward</b>

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