

# UNC DSC Change Management Committee Minutes

## Wednesday 02 May 2018

### via Teleconference

#### Attendees

Bob Fletcher (Chair)	(BF)	Joint Office	Non-Voting
Mike Berrisford (Secretary)	(MB)	Joint Office	Non-Voting

#### Shipper User Representatives

Graham Wood	(GW)	British Gas	Class A - Voting
Kirsty Dudley	(KD)	E.ON	Class A - Voting
James Rigby	(JR)	Npower	Class A – Voting
Alison Neild	(AN)	Gazprom	Class B – Voting (3 votes)

#### Transporter Representatives

Chris Warner	(CW)	Cadent	DNO - Voting
Richard Pomroy	(RP)	WWU	DNO - Voting
Debbie Brace	(DB)	National Grid NTS	NTS - Voting Alternate (2 votes)
Katy Binch	(KB)	ESP	iGT – Voting (2 votes)

#### CDSP Change Management Representatives

Emma Smith	(ESm)	Xoserve	Non-Voting
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#### Observers

Hilary Chapman	(HC)	SGN	Non-Voting
Joanna Ferguson	(JF)	Northern Gas Networks	Non-Voting
Padmini Duvvuri	(PD)	Xoserve	Non-Voting
Sally Hardman	(SH)	SGN	Non-Voting
Tom Harding	(TH)	Xoserve	Non-Voting

#### Apologies

Lorna Lewin	(LL)	DONG Energy	Class B - Voting (2 votes)
Nicky Rozier	(NR)	BU UK	iGT - Voting
Shanna Key	(SK)	Northern Gas Networks	Non-Voting

\* via teleconference

Copies of all papers are available at: <https://www.gasgovernance.co.uk/DSC-Change>

## 1. Introduction

### 1.1. Apologies for absence

See above table.

### 1.2. Alternates

Alison Neild for Lorna Lewin

Katy Binch for Nicky Rozier

Debbie Brace for Beverley Viney / Phil Lucas

### 1.3. Confirm Voting rights

The voting rights for each member was noted as follows:

Representative	Classification	Vote Count
Graham Wood	Shipper Class A	1 vote
Kirsty Dudley	Shipper Class A	1 vote
James Rigby (or John Welch)	Shipper Class A	1 vote (2.2.9 applies = Shipper Class C)
Alison Neild (and alternate for Lorna Lewin)	Shipper Class B	3 votes 1xClass B + 2xAlternate votes (2.2.9 applies = 1xClass B + 1xClass C)
	Shipper Class C	
Chris Warner	DNO	1 vote
Richard Pomroy	DNO	1 vote
Debbie Brace (alternate for Beverley Viney and Phil Lucas)	NTS	2 votes
Katy Binch (and alternate for Nicky Rozier)	iGT	2 votes

## 2. Release 3 Change Pack Approval

<https://www.gasgovernance.co.uk/DSC-Change/020518>

ESm explained that the approach would be to review the (amended) 'UK Link Modification Implementation Plan' focusing on the 'For Approval' items only, and look to approve each in turn.

### 2.1. XRN4538 – Insertion of Maximum Number of Occurrences in Meter Inspection Date Notice (MID) File

ESm provided a brief explanation behind the 'Comments' associated to this Change Proposal.

The Shipper Committee Representatives considered approving the Change Request; and approved the Change Pack as follows:

<b>Voting Outcome:</b>		
<b>Release 3 Change Pack Approval (<i>XRN4538 – Insertion of Maximum Number of Occurrences in Meter Inspection Date Notice (MID) File</i>)</b>		
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Graham Wood	1	For
James Rigby	1	For
Kirsty Dudley	1	For
Alison Neild	3	For
<b>Total</b>	<b>6</b>	<b>6</b>

### 2.2. XRN4273 – Introducing IHD (In-Home Display) Installed Status of Failed

ESm provided a brief explanation behind the 'Comments' associated to this Change Proposal.

The Shipper Committee Representatives considered approving the Change Request; and approved the Change Pack as follows:

<b>Voting Outcome:</b>		
<b>Release 3 Change Pack Approval (<i>XRN4273 – Introducing IHD (In-Home Display) Installed Status of Failed</i>)</b>		
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Graham Wood	1	For
James Rigby	1	For
Kirsty Dudley	1	For
Alison Neild	3	For
<b>Total</b>	<b>6</b>	<b>6</b>

### 2.3. XRN4337 – To change the optionality of the Supply Point confirmation reference for the T51 file

ESm provided a brief explanation behind the 'Comments' associated to this Change Proposal.

The Shipper Committee Representatives considered approving the Change Request; and approved the Change Pack as follows:

<b>Voting Outcome:</b>	
<b>Release 3 Change Pack Approval (<i>XRN4337 – To change the optionality of the Supply Point</i>)</b>	

	<b>confirmation reference for the T51 file)</b>	
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Graham Wood	1	For
James Rigby	1	For
Kirsty Dudley	1	For
Alison Neild	3	For
<b>Total</b>	<b>6</b>	<b>6</b>

**2.4. XRN4443 – File Format Changes Aug 16 Unique Sites (deferred items from CR252)**

ESm provided a brief explanation behind the ‘Comments’ associated to this Change Proposal.

The Shipper Committee Representatives considered approving the Change Request; and approved the Change Pack as follows:

<b>Voting Outcome:</b>	<b>Release 3 Change Pack Approval (XRN4443 – File Format Changes Aug 16 Unique Sites (deferred items from CR252))</b>	
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Graham Wood	1	For
James Rigby	1	For
Kirsty Dudley	1	For
Alison Neild	3	For
<b>Total</b>	<b>6</b>	<b>6</b>

**2.5. XRN3656 – Read Validation Tolerances**

ESm provided a brief explanation behind the ‘Comments’ associated to this Change Proposal.

When asked how this Change Proposal interacts to with the Gazprom Change Proposal, AN explained that she believes that this is a separate issue before pointing out that Gazprom are looking to implement their change outside of the ‘normal’ release.

ESm noted that AN’s Change Proposal might need amending should this one go in first – to this end, Xoserve are keeping a watching brief on matters.

The Shipper Committee Representatives considered approving the Change Request; and approved the Change Pack as follows:

<b>Voting Outcome:</b>	<b>Release 3 Change Pack Approval (XRN3656 – Read Validation Tolerances)</b>	
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Graham Wood	1	For
James Rigby	1	For
Kirsty Dudley	1	For
Alison Neild	3	For
<b>Total</b>	<b>6</b>	<b>6</b>

**2.6. XRN4431 – Reads failing market breaker tolerance to be accepted for correct date following AQ Correction**

ESm provided a brief explanation behind the ‘Comments’ associated to this Change Proposal, outlining that of the 4 representation received, 2 were in support, 1 was ‘to be confirmed’ and 1 did not support implementation.

ESm explained that discussions with EDF Energy have resulted in an acknowledgment that it is too late to amend the Change Proposal.

The Shipper Committee Representatives considered approving the Change Request; and approved the Change Pack as follows:

<b>Voting Outcome:</b>	<b>Release 3 Change Pack Approval (<i>XRN4431 – Reads failing market breaker tolerance to be accepted for correct date following AQ Correction</i>)</b>	
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Graham Wood	1	For
James Rigby	1	For
Kirsty Dudley	1	For
Alison Neild	3	For
<b>Total</b>	<b>6</b>	<b>6</b>

**2.7. XRN4458 – Class 4 CSEPS Reconciliation Variance Identification**

ESm provided a brief explanation behind the ‘Comments’ associated to this Change Proposal.

The Shipper Committee Representatives considered approving the Change Request; and approved the Change Pack as follows:

<b>Voting Outcome:</b>	<b>Release 3 Change Pack Approval (<i>XRN4458 – Class 4 CSEPS Reconciliation Variance Identification</i>)</b>	
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Graham Wood	1	For
James Rigby	1	For
Kirsty Dudley	1	For
Alison Neild	3	For
<b>Total</b>	<b>6</b>	<b>6</b>

**2.8. XRN4486 – Meter Type O = Orifice to be an acceptable value in file formats and reports**

ESm provided a brief explanation behind the ‘Comments’ associated to this Change Proposal, outlining that of the 4 representations received, 2 were in support and 2 did not support implementation. Of the 2 that were not in support, 1 has subsequently indicated that they had changed their view and would support the Change Proposal. ESm explained that the document would be updated accordingly.

When it was suggested that as the Change Proposal should await SPAA approval before being included in the release, ESm responded by explaining that the ‘sponsor’ is already taking the matter to SPAA and furthermore, the Change Proposal is ready to go. Xoserve are of the view that progression of this Change Proposal can continue with implementation on hold until the SPAA view is known.

Supporting this proposed approach, PD explained that Xoserve has already completed the design stage and could hold off on the build and thereafter look to include the Change Proposal within the November release (a view supported by those in attendance), subject to SPAA approval and any subsequent timing considerations.

ESm advised that whilst there are no direct NTS impacts (as the files go to Cadent) associated with this Change Proposal there are some reports that go to NTS to be mindful of.

The Committee Representatives considered approving the Change Request; and approved the Change Pack as follows:

<b>Voting Outcome:</b>	<b>Release 3 Change Pack Approval (<i>XRN4486 – Meter Type O = Orifice to be an acceptable value in file formats and reports</i>)</b>	
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Graham Wood	1	For
James Rigby	1	For
Kirsty Dudley	1	For
Alison Neild	3	For
<b>Total</b>	<b>6</b>	<b>6</b>
<b>Transporter Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Chris Warner	1	For
Richard Pomroy	1	For
Katy Binch + N Rozier	2	For
<b>Total</b>	<b>4</b>	<b>4</b>
<b>NTS Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Debbie Brace (B Viney + P Lucas votes)	2	For
<b>Total</b>	<b>2</b>	<b>2</b>

**2.9. XRN4534 – Amendment to RGMA Validation Rules for Meter Asset Installation Date**

ESm provided a brief explanation behind the ‘Comments’ associated to this Change Proposal, outlining that of the 3 representations received, 2 were in support and 1 did not support implementation (a discussion with the respondent has since taken place).

The Shipper Committee Representatives considered approving the Change Request; and approved the Change Pack as follows:

<b>Voting Outcome:</b>	<b>Release 3 Change Pack Approval (<i>XRN4534 – Amendment to RGMA Validation Rules for Meter Asset Installation Date</i>)</b>	
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Graham Wood	1	For
James Rigby	1	For
Kirsty Dudley	1	For

Alison Neild	3	For
<b>Total</b>	<b>6</b>	<b>6</b>

**2.10. XRN4454 – Cadent Billing – DN Sales (Outbound Services)**

ESm provided a brief explanation behind the ‘Comments’ associated to this Change Proposal.

The Shipper/DNO/NTS Committee Representatives considered approving the Change Request; and approved the Change Pack as follows:

<b>Voting Outcome:</b>	<b>Release 3 Change Pack Approval (XRN4454 – Cadent Billing – DN Sales (Outbound Services))</b>	
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Graham Wood	1	For
James Rigby	1	For
Kirsty Dudley	1	For
Alison Neild	3	For
<b>Total</b>	<b>6</b>	<b>6</b>
<b>DNO Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Chris Warner	1	For
Richard Pomroy	1	For
<b>Total</b>	<b>2</b>	<b>2</b>
<b>NTS Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Debbie Brace (B Viney + P Lucas votes)	2	For
<b>Total</b>	<b>2</b>	<b>2</b>

**2.11. XRN4539 – New File Level Rejection**

ESm provided a brief explanation behind the ‘Comments’ associated to this Change Proposal, outlining that of the 1 representation has been received supporting implementation.

The Committee Representatives considered approving the Change Request; and approved the Change Pack as follows:

<b>Voting Outcome:</b>	<b>Release 3 Change Pack Approval (XRN4539 – New File Level Rejection)</b>	
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Graham Wood	1	For
James Rigby	1	For
Kirsty Dudley	1	For
Alison Neild	3	For
<b>Total</b>	<b>6</b>	<b>6</b>
<b>Transporter Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Chris Warner	1	For
Richard Pomroy	1	For

Katy Binch + N Rozier	2	For
<b>Total</b>	<b>4</b>	<b>4</b>
<b>NTS Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Debbie Brace (B Viney + P Lucas votes)	2	For
<b>Total</b>	<b>2</b>	<b>2</b>

### 2.12. XRN4495 – Energy Tolerance Rejection code

ESm provided a brief explanation behind the ‘Comments’ associated to this Change Proposal at which point doubts were voiced around the ‘Representation Closeout date’, ‘Xoserve representation’ and ‘Predicted approval date’ dates, and whether a decision on this Change Proposal should be deferred until the 09 May 2018 meeting. Responding, ESm provided an explanation behind the dates and PD confirmed that Xoserve had already issued its comments on the responses received.

It was agreed to carry on and approve the Change Proposal at this meeting.

The Shipper Committee Representatives considered approving the Change Request; and approved the Change Pack as follows:

<b>Voting Outcome:</b>	<b>Release 3 Change Pack Approval (<i>XRN4495 – Energy Tolerance Rejection code</i>)</b>	
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Graham Wood	1	For
James Rigby	1	For
Kirsty Dudley	1	For
Alison Neild	3	For
<b>Total</b>	<b>6</b>	<b>6</b>

### 2.13. XRN4453 – File Format Should Have Changes

ESm provided a brief explanation behind the ‘Comments’ associated to this Change Proposal during which AN advised that she had submitted a response to this change (highlighting concerns around the removal of UPD address details aspects) – after double checking, Xoserve confirmed that they had in fact received AN’s representation.

ESm suggested that perhaps a ‘caveated’ approval of some, but not all aspects of this Change Proposal (i.e. excluding UPD data set removal from hierarchy and RGMA ONJOB data sets which will now be seeking approval at the 09 May 2018 meeting) – an approach supported by those in attendance.

The Committee Representatives considered approving the Change Request; and approved (caveated) the Change Pack as follows:

<b>Voting Outcome:</b>	<b>Release 3 Change Pack Approval (<i>XRN4453 – File Format Should Have Changes</i>)</b>	
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Graham Wood	1	For
James Rigby	1	For
Kirsty Dudley	1	For



Alison Neild	3	For
<b>Total</b>	<b>6</b>	<b>6</b>
<b>Transporter Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Chris Warner	1	For
Richard Pomroy	1	For
Katy Binch + N Rozier	2	For
<b>Total</b>	<b>4</b>	<b>4</b>
<b>NTS Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Debbie Brace (B Viney + P Lucas votes)	2	For
<b>Total</b>	<b>2</b>	<b>2</b>

#### 2.14. XRN4481 – Resolution of penny mismatches within invoice supporting information for Core invoices

ESm provided a brief explanation behind the ‘Comments’ associated to this Change Proposal.

The Shipper Committee Representatives considered approving the Change Request; and approved the Change Pack as follows:

<b>Voting Outcome:</b>	<b>Release 3 Change Pack Approval (<i>XRN4481 – Resolution of penny mismatches within invoice supporting information for Core invoices</i>)</b>	
<b>Shipper Representative</b>	<b>Voting Count</b>	<b>For/Against</b>
Graham Wood	1	For
James Rigby	1	For
Kirsty Dudley	1	For
Alison Neild	3	For
<b>Total</b>	<b>6</b>	<b>6</b>

Concluding discussions, ESm advised that the Implementation Plan for the 09 May 2018 meeting would be published following this meeting.

### 3. Any Other Business

None.

### 4. Diary Planning

Further details of planned meetings are available at: <https://www.gasgovernance.co.uk/events-calendar/month>

Meetings will take place as follows:

Time/Date	Venue	Programme
10.15 Wednesday 09 May 2018	Lansdowne Gate, 65 New Road, Solihull B91 3DL	Standard Agenda items, and any other matters arising: Future Industry Change Delivery Governance