## **Agenda**

## DSC Change Management Committee 10:30 Wednesday 13 February 2019 at Xoserve Limited, Lansdowne Gate, 65 New Road, Solihull, B91 3DL

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

Screen Sharing: <a href="https://join.me/JointOffice">https://join.me/JointOffice</a>

Short notice items are in italics

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

Item		Topic	Lead	Category			
1.	Intro	oduction					
	1.1.	Apologies for absence		Information			
	1.2.	Alternates	Chair				
	1.3.	Confirm Voting rights		mormation			
	1.4.	Approval of Minutes (09 January 2019)					
2.	New	Change Proposals - Initial Review	-				
	2.1.	XRN4824 – National Grid Transmission Daily Gemini Report	NTS (PL)	Approval			
	2.2.	XRN4850 – Notifications of Customer contact details to Transporters	DNO (RP)	Approval			
	2.3.	XRN4851 – Moving Market Participant Ownership from SPAAA to UNC/DS	CDSP (KD)	Approval			
	2.4.	XRN4852 – Amendments to the DSC Change Management Procedure	CDSP (ES)	Approval			
	2.5.	XRN4853 – UIG – Recommendations 3.1 Option	CDSP (LJ)	Approval			
	2.6.	XRN4854 – Transfer of NDM Sampling Obligations from Distribution Network Operators to the CDSP*	DNO (CW)	Approval			
	2.7.	XRN4858 - Amendments to DSC Service Description Table	CDSP (ES)	Approval			
	2.8.	XRN4859 - Increasing MAM Access to CDSP Data to Mitigate Reduced MAM Appointment Timescale	CDSP (ES)	Approval			
	2.9.	XRN4860 - National Temporary UIG Monitoring	npower (JR)	Approval			
3.	New	w Change Proposals - Post Initial Review					
	None						
4.	New	v Change Proposals - Post Solution Review					
	4.1.	XRN4777 – Acceptance of Contact Details Updated	CDSP (ES)	Approval			

Papers available at: www.gasgovernance.co.uk/DSC-Change

4.2. XRN4044 – Extension of Must-Read Process to include Annual Read Sites (withdrawn)  4.3. XRN4753 – CMS Increase Information Provided in .QCL Response File (withdrawn)  4.4. XRN4806 – Additional data at National Level to support UIG Allocation validation  5. Xoserve DSC Implementation Plan  6. Approval of Change documents  6.1. XRN4828 – November 2019 Release (EQR)*  7.1. Release Approvals / Updates  7.1. Release 3 Project Dashboard  7.1.1. Release 3 Project Dashboard Allocation Deployment Position Update*  7.1.2. XRN4534 – RGMA Validation Deployment Position Update*  7.3. November 2019 Release – Delivery Plan  7.4. June 2019 Release – Delivery Plan  7.5. XRN4665 - Creation of New End User Categories – Delivery Plan*  7.6. Potential Minor Release Drop 4 (July 2019 Scope)  7.7. Change Assurance Update  8. CSS Consequential Change Update*  9. XRN4695 UIG Taskforce Update  10. Amendment Invoice – Verbal Update  11.1. Bubbling Under' Report  11.2. Gemini Horizon Planning  11.1. Bubbling Under' Report  11.2. Gemini Horizon Planning  12. Finance and General Change Budget Update  13. Review of Outstanding Actions  14. Any Other Business  14.1. IX Refresh Update*  14.2. XRN4790 – Introduction of Winter Reads/Consumption Reports (Mod 0652): Annual Winter Consumption Calculation Issue  14.3. Update on XRN4634 – Data Catalogue  14.4. Using new Xoserve website for the management and distribution of Change Packs  14.5. Published Change Proposals – moving from the Joint Office website as a reference to Xoserve.com  14.6. MDD Update  15. CDSP (DA) Information Discussion	1			1	Ì		
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		1		CDSP (RJ)	Discussion		
		1	4.6. MDD Update	CDSP (DA)	Information		
<b>14.7.</b> KVI Change Management Survey Results CDSP (ES) Information		1	4.7. KVI Change Management Survey Results	CDSP (ES)	Information		

Papers available at: <a href="https://www.gasgovernance.co.uk/DSC-Change">www.gasgovernance.co.uk/DSC-Change</a>

15. Diary Planning	Chair	Information	
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Action Table (as at 09 January 2018)					
Action Ref	Meeting Date	Min Ref	Action	Owner	Status Update
1101	06/11/18	3.1	CDSP to review how data changes are prioritised with customers	CDSP (LW)	Carried Forward
1103	06/11/18	7.3	CDSP to consider the visibility of defect changes. Discussing through DSG – work being done by Paul Orsler	CDSP (ESm)	Carried Forward
0101	09/01/19	6.2	CDSP to provide an update at the March DSC Change Management Committee meeting on the creation of the quarterly report.	CDSP (ESm)	Pending
0102	09/01/19	7.1.2	CDSP to provide the Committee with their level of confidence for a 01 March implementation for XRN4534 once an internal assessment had been completed.	CDSP (ESm)	Pending

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