

UNC DSC Change Management Committee Minutes
Wednesday 09 November 2022
Via teleconference

Attendees			
Rebecca Hailes (Chair)	(RH)	Joint Office	Non-Voting
Karen Visgarda	(KV)	Joint Office	Non-Voting
Shipper User Representatives (Voting)			
Clare Manning	(CM)	E.ON	Class A
Oorlagh Chapman	(OC)	Centrica	Class A Voting & Class C Voting
Lisa Saycell	(LS)	SEFE Energy	Class B Voting & Class C Voting
Ross Easton	(RE)	Total Gas & Power	Class B
Transporter Representatives (Voting)			
Guv Dosanjh until 12:00 noon then Sally Hardman as Alternate from 12:00 noon onwards	(GD)	Cadent	DNO Voting
Ben Mulcahy as Alternate for Tom Stuart	(BM)	Northern Gas Networks	DNO Voting
Bill Goode + Alternate for Richard Loukes	(BG)	National Grid	NTS Voting
Michelle Brown	(MB)	Energy Assets	IGT Voting
Kundai Matiringe	(KM)	BUUK	IGT Voting
CDSP Change Management Representatives (Non-Voting)			
Emma Smith	(ES)	Xoserve	
Paul Orsler	(PO)	Xoserve	
Observers/Presenters (Non-Voting)			
Angela Clarke	(AC)	Xoserve	
Claire Louise Roberts	(CLR)	ScottishPower	
Ellie Rogers	(ER)	Xoserve	
Emma Catton	(EC)	Xoserve	
Jane Goodes	(JG)	Xoserve	
Jo Williams	(JW)	Xoserve	
John Welch	(JWe)	Xoserve	
Kate Lancaster	(KL)	Xoserve	
Michelle Niits	(MN)	Xoserve	
Peter Hopkins	(PH)	Xoserve	
Rachel Addison	(RA)	Xoserve	
Rachel Taggart	(RT)	Xoserve	
Sally Hardman (observer until 12:00 noon)	(SH)	SGN	
Salma Khan	(SK)	National Grid	
Simon Harris	(SHa)	Xoserve	
Sharon Dudley	(SD)	Xoserve	

Vikki Orsler	(VO)	Xoserve
<p><i>DSC Change meetings will be quorate where: Committee Representatives of at least three (3) shall be Shipper Representatives and three (3) shall be DNO Representatives, NTS Representatives or IGT Representatives, are present at a meeting who can exercise seven (7) votes.</i></p> <p><i>Please note these minutes do not replicate/include detailed content provided within the presentation slides, therefore it is recommended that the published presentation material is reviewed in conjunction with these minutes. Copies of all papers are available at: https://www.gasgovernance.co.uk/dsc-change/091122</i></p>		

1. Introduction

Rebecca Hailes (RH) welcomed all to the meeting and confirmed the meeting was quorate.

1.1. Apologies for absence

Richard Loukes, National Grid
 Andrea Godden, National Grid
 Tom Stuart, Wales & West Utilities
 Guv Dosanjh from 12:00, Cadent

1.2. Alternates

Bill Goode for Richard Loukes
 Ben Mulcahy for Tom Stuart
 Sally Hardman for Guv Dosanjh from 12:00 onwards

1.3. Confirm Voting rights

RH confirmed the voting rights as detailed below:

Representative	Classification	Vote Count
Shipper		
Clare Manning	Shipper Class A	1 vote
Oorlagh Chapman	Shipper Class A & C	2 votes
Lisa Saycell	Shipper Class B & C	2 votes
Ross Easton	Shipper Class B	1 vote
Transporter		
Guv Dosanjh until 12.00noon then Sally Hardman (Alternate) from 12:00noon onwards	DNO	1 vote
Ben Mulcahy (Alternate for Tom Stuart)	DNO	1 vote
Bill Goode + Alternate for Richard Loukes	NTS	2 votes
Michelle Brown	IGT	1 vote
Kundai Matiringe	IGT	1 vote

1.4. Approval of Late Papers

Rebecca Hailes (RH) explained two late papers (both for item 3.1) had been received as detailed below:

XRN5584 – Procurement of a Climate Change Methodology for Demand Estimation Purposes

XRN5585 Flow Weighted Calorific Value – Phase 2 Service Improvements

Paul Orsler (PO) apologised that these XRN's had been submitted late and all agreed to accept them.

1.5. Approval of Minutes (12 October 2022)

The minutes of the previous meeting were approved.

1.6. Review of Outstanding Actions

Action 0207: JR (Xoserve) to assess the DSC Change related procedures and documents to ensure they are still fit for purpose.

Update: Jane Goodes (JG) explained that she was now investigating this area and that she was working her way through the Change Management and Charging Methodology documents.

A brief general discussion took place as to the best way for the Committee members to review these documents and a separate governance meeting was proposed, however this was not warmly received. JG suggested that this area should be further discussed at the December meeting.

Carried Forward

Action 0110: Xoserve (DA) to confirm the funding percentage for Shippers for XRN5379 – DM Class 1 Read Service.

Update: Ellie Rogers (ER) confirmed this action could now be closed as this matter was covered within item 4.1.6 XRN5379 – Class 1 Read Service Procurement Exercise – Modification 0710.

Closed

Action 0210: Joint Office (RH) to include a new UNCC agenda item for the October meeting; governance and interaction of XRN4914 and Modification 0825.

Update: RH confirmed that this item had been discussed at the October UNCC meeting and this was covered under item 4.3.3 and the action could now be closed. **Closed**

2. DSC Change Budget Update & Horizon Planning

2.1. Change Budget Update BP22 YTD

Paul Orsler (PO) provided an overview of the Change Budget, noted the scope of the approved releases and noted there was a BER for March 2023 ad-hoc release to be approved during the meeting under item 4.2.6. He also noted which items were presently on hold and undergoing work in progress discussions.

For full details please refer to the published presentation.

2.2. Change Pipeline

Rachel Taggart (RT) provided the Change Delivery Pipeline for period August 2022 to December 2023, confirming the major releases for February, June, and November 2023 with firm and indicative implementation dates.

RT advised that some of the funds had decreased by £67k (37.5k Shippers, 29.5k DNs) due to the CCR for XRN5469 – *Increasing the Frequency of FSG Payments* and she provided details of the delivery plan with links to the Change Proposals (CPs), an overview of the change backlog on hold, and changes that have been accepted last month.

Clare Manning (CM) enquired if there was an update regarding H100 Project (Modification 0799 - *UNC arrangements for the H100 Fife project (100% hydrogen)*). PO and Sally Hardman (SH) both confirmed they were still awaiting a decision on this Modification from Ofgem.

CM asked what the procedure was for the pro forma Customer Priority Access for Meter Points. ER noted that this was on a case-by-case basis, and that she did not know how many would be submitted. Lisa Saycell (LS) enquired if the H100 release could be removed as there was still no decision on this matter and that a decision needed to be made in an expedient manner. PO agreed to investigate this topic from a technical solution, 'go, no go' perspective.

New Action 1101: Xoserve (PO) to investigate the 'go, no go' aspect of the technical solution for the H100 project, regarding impact on the February 23 Release.

There was no further discussion.

For the detailed update, please refer to the published slides.

3. Capture

3.1. New Change Proposals – Internal Review - For Approval

3.1.1. XRN5584 – Procurement of a Climate Change Methodology for Demand Estimation Purposes (late paper)

Paul Orsler (PO) introduced the Change Proposal (CP) and provided a high-level overview of the procurement process and requirements, as detailed below:

- *Procurement of a new Climate Change Methodology which enables CDSP to gain the following capabilities:*

- *Capability to reflect climate change information more accurately into the derivation of Seasonal Normal Basis – allowing for a more reflected dataset to be used in a host of downstream processes.*
These processes include but are not limited to the following;
 - *NDM Allocation*
 - *Peak Day demand estimation*
 - *Annual Quantity processes*
 - *Reconciliation*

A brief general discussion took place regarding if the data supplied by the Met Office would be the same moving forward from 2025. PO confirmed this was correct and that the procurement exercise was thorough. PO noted that the updates would be communicated via the Demand Estimation Sub-Committee (DESC) and via the Joint Office website. It was noted that there was no funding requirement from the IGTs and that there was an error on one of the slides that stated otherwise. PO apologised and confirmed this would be updated.

No further discussion.

Shippers and Distribution Network Operators (DNOs) were asked to support the Change Proposal **XRN5584** proceeding into the Capture phase.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Guv Dosanjh	1	For
Ben Mulcahy (Alternate for Tom Stuart)	1	For
Total	2	For

3.1.2. XRN5585 Flow Weighted Calorific Value – Phase 2 Service Improvements (late paper)

PO introduced the CP and explained the REC Change Proposal R0067 summarises the solution as follows:

- *Following successful implementation of XRN5231 – Provision of a FWACV Service, the CDSP now operates the calculation of Local Distribution Zone (LDZ) average Calorific Values, which are utilised in several industry processes.*
- *To ensure the Service could be delivered to the necessary timescales, a number of Distribution Network requirements and process improvement opportunities which were identified during the delivery phase were agreed to be deferred until a later date.*
- *These requirements and process improvement will enable the service to be operated in a more efficient and effective manner, from a CDSP perspective and in turn will improve the interactions*

Sally Hardman (SH) noted that she had expected to see the detail in the XRN and PO and Emma Smith (ES) both confirmed the specifics were going to be detailed within the Change Pack, together with the full traceability. Ben Mulcahy (BM) concurred with SH's comment and said that he also wanted view of the cost/benefits. PO confirmed this information was also included in depth within the Change Pack.

There was no further discussion.

Distribution Network Operators (DNOs), were asked to support the Change Proposal **XRN5585** proceeding into the Capture phase.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Transporters Representatives	Voting Count	For/Against
Guv Dosanjh	1	For
Ben Mulcahy + Alternate for Tom Stuart	1	For
Total	2	For

New Change Proposal – For Information

3.1.3. XRN5575 March 23 Ad hoc Release - For information only

RT advised this XRN was a parent CP linked to the BER 5575 that would be discussed later in the meeting within Section 4.

RT provide an overview as detailed below:

- *A parent XRN is required for March 23 Ad hoc Release*
- *There are 3 changes within this release*
 - *XRN5143 Transfer of NDM sampling obligations from Cadent, WWU, and NGN to the CDSP*
 - *XRN5379 DM Class 1 Read Service*
 - *XRN5472 Creation of a UK Link API to consume daily weather data for Demand Estimation*

There was no further discussion.

3.1.4. XRN5581 - Amendments to v26 of the Service Description Table

Angela Clarke (AC) explained that the CP was being created and would be presented at the DSC Contract Management Committee (CoMC) next week; 16 November 2022, which encompassed 4 changes.

The Service lines as listed in the CP have been updated to add clarity following an internal review and in consultation with the relevant Customer Group via industry meetings.

Service ref	Service Requirement Description	Corresponding UNC Requirement
ASGT-CS-SA10-07	Notification to the Transporter where the CDSP believes a User is not undertaking its Code obligations for the calculation of consumption in conjunction with the validation of meter readings	TPD Section M 4.2. 16 18

A new Service line has been created as a result of the introduction of Urgent Modification 0822 - Reform of Gas Demand Side Response (DSR) Arrangements.

Service ref	Service Requirement Description		
ASGT-CS-SA8-43	To invoice relevant Shipper Users on behalf of National Grid NTS in relation to DSR Option Payments and Penalties.	Upon notification from National Grid NTS of the relevant Option Payments and Penalties.	The specified Option Payment and Penalty amounts being invoiced to the relevant Shipper Users.

4. Design & Delivery – For Approval

4.1. Detailed Design Change Packs – For Approval

4.1.1. XRN4900 Biomethane Sites with Reduced Propane Injection

Simon Harris (SHa) explained the CP was to facilitate the correct energy balancing / billing and transportation charging (use of a site-specific CV and energy adjustments).

SHa noted that the consultation responses supported the change and that SGN had requested that Xoserve provided solution options considering impacts on the following:

- *LDZ System commodity invoice,*
- *LDZ Entry invoice,*
- *NTS commodity invoice(s)) and,*
- *the relevant Shipper’s energy balancing position*
- *Capacity charging (incorrect consumptions would lead to incorrect AQs and possibly incorrect SOQs)*
- *Impacts of meter reads, reconciliation, ratchets, check-check reads, site visits*
- *Adjustments received after D+5 exit close-out*
- *Any acceptable solution option should be considered a pragmatic, tactical solution. Cadent’s Future Billing Methodology (FBM) Project is assessing the possibility to introduce sub-LDZ CV charging zones. It is anticipated a future rollout of FBM will provide a robust and enduring solution that will support the revised biomethane arrangements.*

There was no further discussion.

Distribution Network Operators (DNOs) were asked to support the Change Proposal **XRN4900** proceeding into the Detailed Design Phase.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Transporters Representatives	Voting Count	For/Against
Guv Dosanjh	1	For
Ben Mulcahy (Alternate for Tom Stuart)	1	For
Total	2	For

4.1.2. XRN5541 Amendment to the UIG Additional National Data Reporting

PO introduced the CP and explained it was seeking to amend the existing version of the UIG Additional National Data report, to provide the requested aggregate energy values for each of the four respective End User Category Sub-Bands, as detailed below:

- *Non-Prepayment/Domestic*
- *Prepayment/Domestic*
- *Non-Prepayment I&C*

- *Prepayment I&C*

The changes to the UIG Additional National Data report to include energy by Class by EUC sub band could be delivered as an additional data tab as opposed to changes to existing tabs.

For clarity, the End User Category Sub-Bands are applicable to EUC01 and EUC02 only.

A general discussion took place, and it was agreed that the Detailed Design approval vote should be deferred until the December meeting to enable the inclusion of the ScottishPower consultation response and the confirmation of zero reporting costs.

There was no further discussion.

Shippers, Distribution Network Operators (DNOs) and National Grid Transmission (NTS) and IGTs were asked to support the Change Proposal **XRN5541** *being deferred until the December 2022 meeting.*

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Guv Dosanjh	1	For
Ben Mulcahy (Alternate for Tom Stuart)	1	For
Bill Goode + Alternate for Richard Loukes	2	For
Michelle Brown	1	For
Kundai Matiringe	1	For
Total	6	For

4.1.3. XRN5556B Contact Management Service (CMS) Rebuild Version 1.1

Jo Williams (JW) introduced the CP and explained the current CMS system is dated and at the end-of-life support stage.

JW noted that new customer classes have joined the market, but the workflows have not been updated to cater fully for the new customers or improved for existing customers. JW said therefore customers required a newly built solution. This is an agile delivery and so contact codes will be delivered incrementally to ensure that customers receive benefits as soon as practically possible.

JW noted that specific meter points would be set to “extinct” as no gas has ever flowed through that meter point and then that meter point would be removed off the system.

There was no further discussion.

ES confirmed that as the Service Area 11 covered all 4 customer groups, the vote was for all 4 customer groups too. She confirmed the CP would be corrected.

Shippers, Distribution Network Operators (DNOs) and National Grid Transmission (NTS) and IGTs were asked to support the Change Proposal **XRN5556B** proceeding into the Detailed Design phase.

The vote was taken and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Guv Dosanjh	1	For
Ben Mulcahy (Alternate for Tom Stuart)	1	For
Bill Goode + Alternate for Richard Loukes	2	For
Michelle Brown	1	For
Kundai Matiringe	1	For
Total	6	For

4.1.4. XRN5556C Contact Management Service (CMS) Rebuild Version 1.2

JW introduced the CP and explained for the new CMS system there is a requirement to bulk upload multiple contacts within CMS. JW noted this child XRN will deliver the functionality of uploading multiple contacts via a new file, as processes are migrated over to new CMS from legacy CMS, they will become available within this file format.

There was no further discussion.

Shippers, Distribution Network Operators (DNOs) and National Grid Transmission (NTS) and IGTs were asked to support the Change Proposal proceeding into the Detailed Design Phase.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Guv Dosanjh	1	For
Ben Mulcahy (Alternate for Tom Stuart)	1	For
Bill Goode + Alternate for Richard Loukes	2	For
Michelle Brown	1	For
Kundai Matiringe	1	For
Total	6	For

4.1.5. Query Management Standards of Service reporting.

JW introduced the CP and confirmed the title should read **Query Management Standards of Service reporting** and that the reference to Modification 0565 was not helpful.

JW confirmed the question being asked was aimed at finding out whether the SoS QM reporting is still being used/consumed by Shippers and Distribution Networks.

Kundai Matiringe (KM) said there was inconsistency with the information being presented in the CP and the presentation slides, as it was not clear within the CP if there was or was not an IGT impact.

ES confirmed that the CP was in relation to Service Area 11 and all 4 parties funded this, and that this was in line with the DSC ChMC Guidelines. It was agreed the title of the CP needed to be amended as it was causing confusion, and it was linked to Modification 0565 /A/B - *Central Data Service Provider: General framework and obligations*.

All agreed the approval voting was deferred to the December meeting to allow the title to be amended and an updated Change Pack to be sent out for consultation. Lisa Saycell (LS) requested that the consultation be sent **also** to the distribution list that the report currently gets sent to.

There was no further discussion.

Shippers, Distribution Network Operators (DNOs) and National Grid Transmission (NTS) and IGTs were asked to support the Change Proposal *being deferred until the December 2022 meeting*.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Guv Dosanjh	1	For
Ben Mulcahy (Alternate for Tom Stuart)	1	For
Bill Goode + Alternate for Richard Loukes	2	For
Michelle Brown	1	For
Kundai Matiringe	1	For
Total	6	For

4.1.6. XRN5379 Class 1 Read Service Procurement Exercise – Modification 0710S - CDSP provision of Class 1 read service

Simon Harris (SHa) introduced the CP and noted the future Class 1 read service (from 01 April 2023) would be procured by the CDSP on behalf of Shippers and therefore they are an impacted Customer Class.

SHa added that the DNs, NTS and IGTs all have site(s) within their network area which are in scope of the Class 1 read service and therefore have also been detailed as an impacted Customer Class.

SHa advised this CP will allow time and effort from the necessary areas of the business to effectively follow the procurement process to appoint a Service Provider under a new contract for the Class 1 read service. The benefit is the appointment of a Service Provider on behalf of Shippers, to provide the Class 1 read service.

SHa noted that 2 responses, both in approval had been received.

There was no further discussion.

Shippers, Distribution Network Operators (DNOs) and National Grid Transmission (NTS) and IGTs were asked to support the Change Proposal **XRN5379** proceeding into the Capture phase.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Guv Dosanjh	1	For
Ben Mulcahy (Alternate for Tom Stuart)	1	For
Bill Goode + Alternate for Richard Loukes	2	For
Michelle Brown	1	For
Kundai Matiringe	1	For
Total	6	For

4.1.7. XRN5561 Reform of Gas Demand Side Response (DSR) Arrangements (Urgent) Modification 0822)

For information only

Simon Harris (SHa) introduced the CP and advised the current Gas Demand Side Response (DSR) framework has been in place since 2016 and the DSR market has only opened once since then, which was during “Beast from the East” in early 2018. Zero bids were placed onto the DSR Market within the OCM.

SHa explained that as part of the winter preparedness activities and in line with approved Modification 0822, Xoserve has reviewed the current DSR framework and engaged with their customers and stakeholders to understand the reasons for the lack of participation and if there are any reforms that could be made which would make the make the scheme more attractive.

SHa noted the following in relation to this matter:

- *In order to have a guaranteed level of response, Xoserve are proposing to hold an Invitation to Offer process where shippers will be invited to post DSR offers and if they are accepted, Shippers will receive an “Option” payment. The receipt of the Option Payment obligates Shippers to post an offer on to the DSR market in the event of it opening following either the issuing of a Gas Balancing Notification (GBN) or a Margins Notice (MN) at D-1.*
- *Therefore, Xoserve are proposing the following reforms:*
 - *Introduction of an “Option” or Availability payment*
 - *Introduction of additional penalty charges for Shippers who do not post bids onto the DSR market in accordance with the “business rules” as per UNC Modification 0822 (Urgent) - Reform of Gas Demand Side Response Arrangements*

There was no further discussion.

4.2. Standalone Documents for Approval (BER, CCR EQR)

4.2.1. BER for XRN5564 Gemini Sustain Plus Programme

Rachel Addison (RA) introduced the CP and advised of the following:

- *The Gemini Sustain Plus programme will deliver on the industry pain points whilst modernising the Gemini application and improving the user experience of the Gemini system.*
- *Delivery of the Gemini Sustain Plus programme will include:*
 - *Conversion of all the current Gemini functionality and code into modern (Java Microservices) code*

- *Delivery of additional functional requirements as per the baselined Functional Requirements*
- *Delivery in line with non-functional requirements as per the baselined Non-Functional Requirements*
- *Consolidation and re-design of Gemini screens and system Integration layers*
- *Implementation of Azure cloud infrastructure components (including replacement of the current Oracle database)*
- *Improvements to the support service arrangement to respond better to incidents and change (in line with new service levels and KPIs)*
- *There will be Gas Transmission & Metering (GT&M) and Correla points of contact throughout the delivery and regular communication will be provisioned through the various industry forums.*

Bill Goode (BG) advised that National Grid were looking to engage with the industry by submitting a short survey to capture key messages, as there had been no industry engagement for over 2 years. ES said that any consequential impacts would still be addressed by the defined governance process.

There was no further discussion.

National Grid Transmission (NTS) were asked to support the Change Proposal proceeding into the Capture phase.

The vote was taken and unanimous approval was recorded as follows:

Voting Outcome:		
Transporters Representatives	Voting Count	For/Against
Bill Goode + Alternate for Richard Loukes	2	For
Total	2	For

4.2.2. BER for XRN5561 Reform of Gas Demand Side Response (DSR) Arrangements (Urgent Modification 0822)

Ellie Rogers (ER) introduced the CP and advised of the following:

- *Change Proposal XRN5561 has been raised to support the delivery of Urgent Modification 0822 – Reform of Gas Demand Side Response Arrangements.*
- *Modification 0822 – Reform of Gas Demand Side Response Arrangements has been raised to include provisions within the UNC for National Grid NTS to:*
 - *Administer an invitation to offer process for Gas Demand Side Response (DSR),*
 - *Introduce option payments to Users that arrange with consumers to provide DSR in advance of winter, and*
 - *Extend the trigger for opening the DSR market from the issue of a Gas Balancing Notification to also include issue of a Margins Notice at the day ahead stage.*
- *XRN5561 specifically supports the introduction of “Option” payment and penalty charges issued by the CDSP.*
- *As detailed within the Change Proposal, to align with the Urgent Modification timescales, the CDSP are utilising existing functionality for the required invoices and existing Charge Types to deliver this change.*

In summary, as a result of Modification 0822 and XRN5561, the following solution will be in place:

Where National Grid Gas provide the CDSP with a breakdown confirming the Shippers and Invoice values to be paid each month once the DSR Invitation to Offer assessment has been completed:

- *The payment will be invoiced on the INR (Generic Request to Bill Invoice) and the .INV file format.*
- *Existing Charge Type ‘DSP – DSR COMPENSATION PAYMENT’ will be utilised for the Option Payment credit.*
- *The Invoice will be issued monthly on M+23 with the payment due date on D+12. Please note this aligns with the Energy Balancing Invoice (BAL).*

Where National Grid Gas provide the CDSP with a breakdown confirming the Shippers and Invoice values to be paid for Penalty Charges:

- This Penalty Charge will be issued on the .INR (Generic Request to Bill Invoice) and the .INV file format.
- Existing Charge Type 'B96 – ADJUSTMENT TO DSR COMPENSATION PAYMENT CR DR' will be utilised for the Penalty Charge payment.
- Where a Penalty Charge applies, as per the Modification 0822 business rules, this is expected to be charged after the relevant Winter Period. It is anticipated that this will be included within the May invoice and will be based on the current month's throughput. on M+23 with the payment due date on D+12. Please note this aligns with the Energy Balancing Invoice (BAL).

There was no further discussion.

Shippers, and National Grid Transmission (NTS) were asked to approve the BER.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Bill Goode + Alternate for Richard Loukes	2	For
Total	2	For

4.2.3. CCR for XRN5561 Reform of Gas Demand Side Response (DSR) Arrangements (Urgent Modification 0822)

Ellie Rogers (ER) introduced the CCR and advised of the following:

- *Change Proposal XRN5561 has been raised to support the delivery of Urgent Modification 0822 – Reform of Gas Demand Side Response Arrangements.*
- *Modification 0822 – Reform of Gas Demand Side Response Arrangements has been raised to include provisions within the UNC for National Grid NTS to:*
 - *Administer an invitation to offer process for Gas Demand Side Response (DSR),*
 - *Introduce option payments to Users that arrange with consumers to provide DSR in advance of winter, and*
 - *Extend the trigger for opening the DSR market from the issue of a Gas Balancing Notification to also include issue of a Margins Notice at the day ahead stage.*
- *XRN5561 specifically supports the introduction of "Option" payment and penalty charges issued by the CDSP.*
- *As detailed within the Change Proposal, to align with the Urgent Modification timescales, the CDSP are utilising existing functionality for the required invoices and existing Charge Types to deliver this change.*
- *Based on this, there were no costs associated with the implementation of XRN5561.*

This CCR is to officially close down XRN5561 following implementation.

There was no further discussion.

Shippers, and Distribution Network Operators (DNOs) were asked to approve the closure of the CCR.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Bill Goode + Alternate for Richard Loukes	2	For
Total	2	For

4.2.4. CCR for XRN5463 Technical Debt reduction- Prime and Sub process enhancement

SHa introduced the CP and provided a high-level summary of the proposed enhancement to the reconciliation process with zero value cost as detailed below:

- *In the Prime & Subs portfolio, the below scenarios have been identified where the reconciliation process is not working as expected:*
 - *When a sub site is Isolated, consumption of the isolated sub site is not taken into account for the net-off calculation which then feeds into downstream processes such as Reconciliation and AQ calculation*
 - *Read replacement on sub sites does not trigger re-reconciliation. Net-off consumption should be re-calculated for the prime sites based on the read replacement on sub sites.*
- *Above scenarios are currently manually monitored and corrective actions are taken accordingly. However, delays in manual resolution could impact timely reconciliation of Prime & Sub meter points. This change was raised to enhance the reconciliation process for Prime & Sub sites within the CDSP central systems to remove the need for manual monitoring and data correction.*

There was no further discussion.

Shippers, and Distribution Network Operators (DNOs) were asked to support the closure of the CCR.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Sally Hardman (Alternate for Guv Dosanjh)	1	For
Ben Mulcahy (Alternate for Tom Stuart)	1	For
Total	2	For

4.2.5. CCR for XRN5464 Technical Debt reduction – Enhancement to asset exchange process for Class 1 and 2 Meter Points

SHa introduced the CP and explained when an RGMA exchange request is received for a Class 1 or Class 2 SMP, existing reads associated with the previous asset are cleared from new device installation date +1 up to RGMA processing date but not re-populated.

SHa noted this change was raised to ensure that the read history of a Class 1 or 2 SMP, following meter exchange, is populated with accurate estimated reads in a timely manner and these are issued to the Shipper and DMSPs via existing file interfaces (the MDR (record M00) and DDR (record O05) files). This will ensure that all parties have an accurate view of the read history, future estimated reads are accurate and any associated risk on submission of future actual reads is reduced. He confirmed this CCR had zero value cost.

There was no further discussion.

Shippers and Distribution Network Operators (DNOs) were asked to support the closure of this CCR.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Sally Hardman + Alternate for Guv Dosanjh	1	For
Ben Mulcahy + Alternate for Tom Stuart	1	For
Total	2	For

4.2.6. BER for XRN5575 March 23 Ad hoc Release

Peter Hopkins (PH) provided an overview of the BER, as detailed below:

- *This BER requests approval for funding of the March 23 Ad hoc Release (XRN5575).*
- *The total delivery cost, including risk margin, to be approved in this BER is £263,809.*
- *This is to be drawn down from the DSC General Change Budget.*
- *The scope, approved at ChMC on 12 October 2022, for this release contains the following three XRNs that are to be funded from this BER:*

XRN	Title	Type	Description	Link to Change Proposal	Impacts
5379	DM Class 1 Read Service	Regulatory	The appointment of a Service Provider on behalf of Shippers, to provide the Class 1 read service from 1st April 2023 to meet the obligations of UNC Modification 0710S implementation and iGT Modification 148.	xrn5379-singular-cp.pdf (xoserve.com)	All
5143	Transfer of NDM sampling obligations from Cadent,	Non-Regulatory	Transfer the EUC Bands 3-9 NDM Sampling UNC obligations, currently incumbent on Transporters (as per UNC TPD Section H1.6) to the CDSP. Note the	xrn5143-singular-cp.pdf (xoserve.com)	Shippers, DNOs

	WWU, and NGN to the CDSP		CDSP already carries out NDM sampling for EUC Bands 1 and 2 so this change is simply an extension to the current CDSP process.		
5472	Creation of a UK Link API to consume daily weather data for Demand Estimation	Non-Regulatory	The change required is to move away from receiving weather data by FTP in a specific file format to 'pulling' the data needed from the Weather Data Service Provider, via APIs, into the relevant weather data table in UK Link.	xrn5472-singular-cp.pdf (xoserve.com)	All

Any additional changes

Market Trials

- For XRN5379, ongoing service and operate costs are being included within the annual charging statement to be issued in January 2023 for financial year 23/24 and are therefore not included in the scope of this BER.
- For XRN5379, Xoserve are anticipating a Class 1 Read Service Provider implementation cost which is not included within scope of this BER, which focuses on the CDSP implementation costs for XRN5379. The procurement exercise to appoint the Class 1 Read Service Provider is ongoing but will be finalised before the end of the year. With this in mind, Xoserve cannot provide the firm Service Provider implementation cost until the procurement is finalised but can advise that this is not expected to exceed £165k. It is proposed that the exact cost for this element will be brought to a future ChMC once it is known.

A lengthy and protracted general discussion took place with regards to the proposed 100% Shipper funding for XRN5379, some Committee members advised they would not approve this XRN, unless the funding apportionment was altered.

The application of the funding split which aligns to the Service Area 4 of the service itself (rather than the implementation) is 67% DN and 33% Shipper was discussed, and some Committee members felt this should be the funding split for implementation costs as well as ongoing costs. ES advised if a decision was not reached on this matter, then this would have a direct impact and cause an impasse on the overall March '23 Release. ES confirmed an alteration of the funding apportionment was permitted as detailed in the DSC Change Management Committee Rules.

After considerable discussion (and a short break for lunch) it was unanimously agreed the new apportionment of funds would be 50% DN and 50% Shipper funded.

(The ongoing costs would remain in line with the Service Area 4 as 67% DN and 33% Shipper).

PH confirmed he would update the associated funding table and re issue the Change Pack.

There was no further discussion.

Shippers and Distribution Network Operators (DNOs) were asked to support the 50/50 DN/Shipper funding split for XRN 5379 implementation costs.

The vote was taken and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For

Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Sally Hardman (Alternate for Guv Dosanjh)	1	For
Ben Mulcahy (Alternate for Tom Stuart)	1	For
Total	2	For

4.2.7. BER for XRN5562 June 23 Major Release

Peter Hopkins (PH) provided an overview of the BER, as detailed below:

- *This BER requests approval for funding of the June 23 Major Release.*
- *The total delivery cost, including risk margin, to be approved in this BER is £463,952.*
- *This is to be drawn down from the DSC General Change Budget.*
- *The scope of this BER is currently two XRN's as per the table below, XRN5091 and XRN5186.*
- *The scope for the release approved at the ChMC meeting on 07 September 2022 also included XRN5482 - Replacement of reads associated to meter asset technical details change or update (RGMA).*
- *Because the solution option for XRN5482 is not yet approved, delivery costs cannot be confirmed and included in the BER at this stage. Once the solution option is approved, design will be completed, and delivery costs will be presented as part of a revised BER to ChMC in January 2023 for approval.*
- *This will still enable the inclusion of XRN5482 in the delivery of the June 23 release as per ChMC expectations.*
- *If, for some reason, the solution option or delivery costs are not approved for XRN5482 then the June 23 release will proceed with only the two changes covered in this BER unless otherwise agreed with ChMC.*
- *It should be noted, however, that the two changes included within the table below are both significant and complex for delivery. If these remained as the only changes within scope for June 23, then this would still represent a significant delivery in terms of major release capacity.*
- *It should also be noted that a contributing factor in seeking approval of the funds for these two changes in this BER at this time is so that delivery work can commence in parallel to the March 23 ad hoc release, which provides benefits to both releases through more efficient use of development resources.*

XRN	Title	Type	Description	Link to Change Proposal	Impacts
5091	Deferral of creation of Class change reads at transfer of ownership Deferral of creation of Class change reads at transfer of ownership	Non-Regulatory	Where a registration results in a change in Class from Class 3 to 4 or from Class 4 to 3 for the same effective date (D), this change will ensure that the Opening Read Window is available to allow the Shipper to provide an Opening Meter Read. This will ensure the Shipper Opening Meter Read Window is consistent for both registrations with Class Change and registration only scenarios i.e., the transfer Read will be estimated on D+10 business days in the absence of an Opening Read being received from the	xrn5091-singular-cp.pdf (xoserve.com)	Shippers

			<p>incoming Shipper, or another qualifying event, that would trigger early estimation of the Opening Read.</p> <p>For the avoidance of doubt where the registration results in a change of Class to or from Class 1 or 2 the Class Change Estimated Read will continue to be generated on D (registration effective date / change of Class effective date) to support the allocations process within Gemini. So, as a result, Class changes involving Class 1 & 2 Supply Meter Points are out of scope of this change.</p>		
5186	MOD0701 – Aligning Capacity booking under the UNC and arrangements set out in relevant NEXAs	Regulatory	<p>This Change Proposal has been raised through 0701 - Aligning Capacity booking under the UNC and arrangements set out in relevant NEXAs. It essentially looks to improve visibility where a consumer has entered into a bilateral Network Exit Agreement (NEXA) with the relevant Transporter, and to link capacity increases with the NEXA so that the allowed capacity does not exceed the capacity as agreed in the NEXA</p>	xrn5186-singular-cp.pdf (xoserve.com)	Shippers, DNOs

There was no further discussion.

Shippers and Distribution Network Operators (DNOs) were asked to approve the BER.

The vote was taken by exception and unanimous approval was recorded as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Clare Manning	1	For
Oorlagh Chapman	2	For
Lisa Saycell	2	For
Ross Easton	1	For
Total	6	For
Transporters Representatives	Voting Count	For/Against
Sally Hardman (Alternate for Guv Dosanjh)	1	For
Ben Mulcahy (Alternate for Tom Stuart)	1	For
Total	2	For

4.3. Project Update

4.3.1. February 2023 Release

Peter Hopkins (PH) provided the following summary as detailed below:

- *Overall release is tracking on target; Green, UK Link build phase completed on 30/09 as per plan. Currently on track to complete system testing phase 28/10, with UAT testing prep in progress and execution commencing on 02/11*
- *Progress update:*
 - *UK Link build completed on 30/09*
 - *DDP build for XRN4990 in progress, delivery on track to complete by 20/01*
 - *System Testing on track to complete 28/10*
 - *User Acceptance Testing (UAT) preparation in progress, test case execution to commence on 02/11*

A general discussion took place regarding the H100 Project as Ofgem are yet to make a decision on this. PH said that discussions were taking place with regards to removing this from the Release. RH proposed that she would write to Ofgem to try to instigate a timely decision on this topic.

New Action 1102: Joint Office (RH) to write to Ofgem to highlight the effect of protracted decision making for Modification 0799 - *UNC arrangements for the H100 Fife project (100% hydrogen).*

SH and PO agreed to discuss this area offline to explore options. SH reiterated that the earliest customers would be connected would be Quarter 4 of 2023.

There was no further discussion.

4.3.2. XRN5231 – Provision of a FWACV Service

Rachel Addison (RA) provided the Dashboard update as detailed below:

- *Overall RAG status is tracking at Green as the FWACV service went live 01 September 2022 and monitoring and tracking of the service will continue for the remainder of PIS.*
- *Cutover and Transition plan presented to Project Focus Group on 12 July 2022*
- *BER was approved at Change Management Committee on 13 July 2022, CCP was signed the 19 July 2022*
- *Successfully delivered the awareness session to DN's, positive feedback was obtained all round 27 July 2022*
- *Dual Run/ Market Trials completed on 11 August October*
- *Updated Design Change Pack Baseline and new version published to project stakeholders 17th August*

- FWACV service went live on 01 September 2022
- PIS commenced on the 01 September and till 28 October 2022

Next Steps:

- Complete Handover to BAU 28 October 2022
- Commence Closedown activities and documentation
- For details of the themes, roadmap, and items in flight, please refer to the published slides.

There was no further discussion.

4.3.3. XRN4914 (Modification 0651) Retrospective Data Update Provisions

ER advised it had been agreed by the UNCC members during the October meeting that it would be pragmatic to hold off on any further development for XRN4914 Retrospective Data Update Provisions until Modification 0825 - *Removal of the remaining Retrospective Asset, Address and Supply Point (RAASP) elements of the Retrospective Adjustment arrangements put in place under Modification 0434* (raised to remove the remaining RAASP elements) had gone through the development (Modification) process.

ER stated the UNCC were very keen to not set a precedent that an Ofgem approved Modification would be delayed because another Modification was raised to remove it, but they were satisfied this was a unique situation and being pragmatic was the sensible approach.

ER confirmed to ensure XRN4914 did not ‘drop off the radar’, it would remain on the agenda for ChMC for the duration of Modification 0825 development.

There was no further discussion.

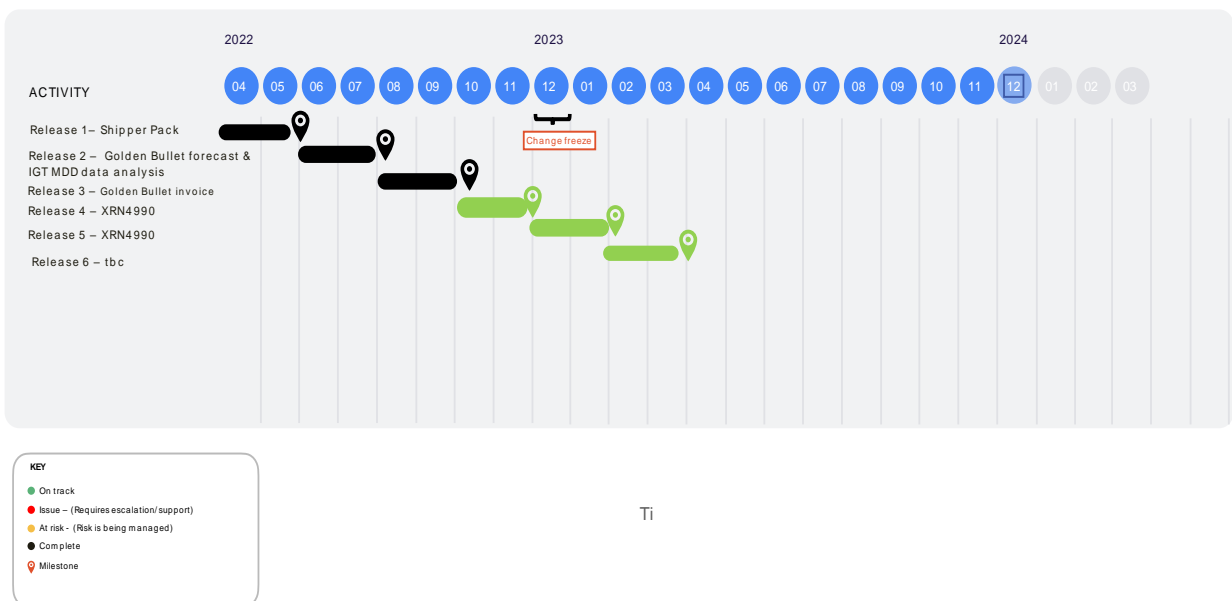
4.3.4. NG Horizon Plan

Emma Catton (EC) provided an updated National Grid Transmission Change Horizon Plan. All work was on track, with no red areas.

For the detailed update, please refer to the published slides.

4.3.5. DDP Update

John Welch (JWe) provided an overview of the DDP update and drew attention to specific areas of interest, the Roadmap, and the Shipper Delivery Pack. As detailed below:



There was no further discussion.

For the detailed update, please refer to the published slides.

5. Non-DSC Change Budget Impacting Programmes

5.1. CMS Rebuild Update

Joanne Williams (JW) provided an overview of the Portal status as detailed below:

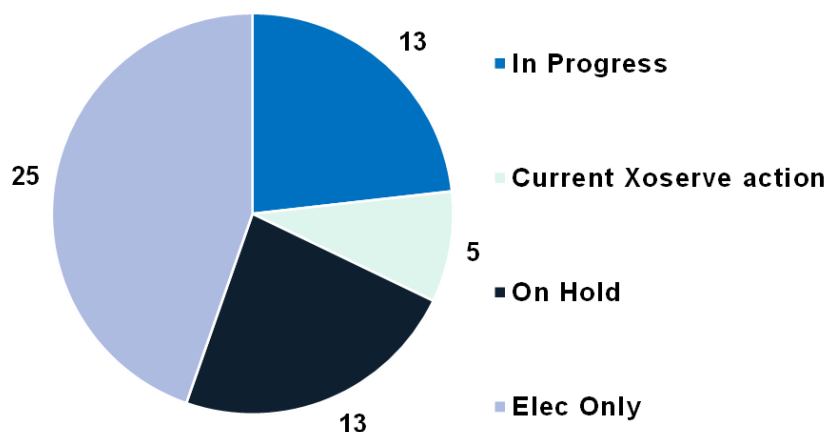
- *The New CMS was successfully launched on 24 and 26 October 2022. There were no issues or incidents relating to the launch of the new system. There were five Customer Support bridges set up throughout the week where users were advised to dial in should they have any issues with only one user dialling in.*
- *There have been a few issues where incorrect email addresses had been provided which has caused some rework to disable the accounts and create new accounts with the correct details.*
- *The new Shipper Raised Meter Number Creation (MNC) is now live in the system. Please be advised if any users submit MNC requests via the previous email process, they will not be accepted and they will be notified and redirected to use the new system.*
- *Xoserve are now planning the activities for Version 1.1 and they are targeting a launch date of 12 December 2022, this date will be confirmed in the next two weeks.*
- *Xoserve will provide an update as soon as they know when the relevant REC change is due to be implemented to ensure parties have as much notice as possible of the SUT / Modification 0734 process commencing (and the cessation of the current Shipper "TOG" process).*
- *The CMS Rebuild webpages and CMS page have both been updated to reflect the Launch activities, FAQs, and training materials. The Link to the training material is on both pages, however for reference it can be accessed using this link.*
- *The CMS Rebuild webpage (<https://www.xoserve.com/products-services/data-products/contact-management-service-cms/cms-rebuild-product/>)*
- *contains the link to register for future Customer Focus Groups which are captured below, please note the agenda for the Focus Groups will be issued 7 days prior to the session.*

There was no further discussion.

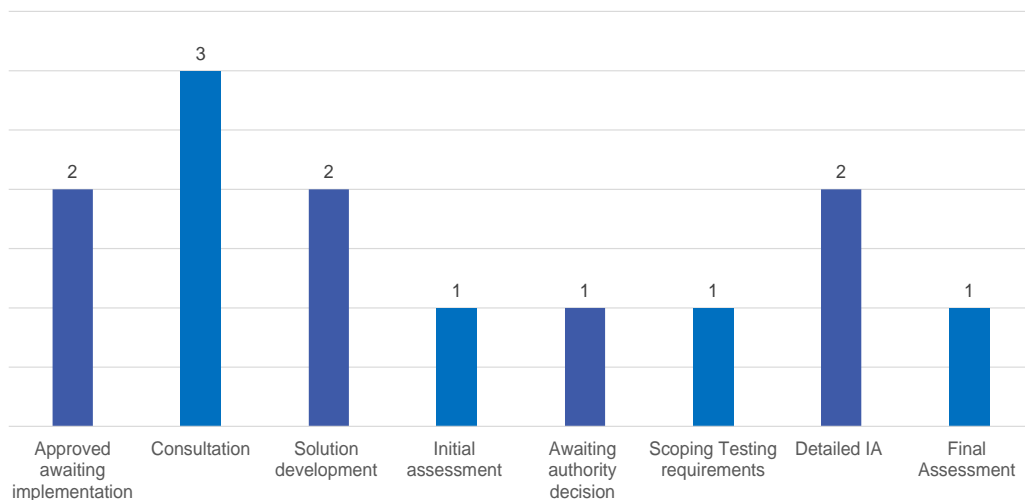
5.2. REC Change

SHa provided an overview of the REC Change status as detailed below:

Overview of REC Changes (high level)



Overview of In progress REC Changes (high level)



SHa provided a summary of the REC Change Pipeline – In progress (Require CDSP Assessment/Action) which can be viewed via: <https://www.gasgovernance.co.uk/dsc-change/091122>

SHa said that he welcomed any comments, and these could be sent to: recchange@xoserve.com

6. Any Other Business

6.1. January Paper Submission

RT proposed due to the Christmas Break that the January document submission deadline could be Wednesday 04 January 2023, instead of Tuesday 03 January 2023.

RH confirmed this would be possible providing the Joint Office received the associated documentation for publishing by 12 noon on that day, for the Joint Office team to then publish them prior to close of play on that Wednesday. All agreed.

7. Diary Planning

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

Time/Date	Meeting Paper Deadline	Venue	Programme
10.00 Wednesday 07 December 2022	28 November 2022	Microsoft Teams	Standard Agenda

Action Table (as of 09 November 2022)

Action Ref	Meeting Date	Min Ref	Action	Owner	Status Update
0207	13/07/22	2.1	JR (Xoserve) to assess the DSC Change related procedures and documents to ensure they are still fit for purpose.	Xoserve (JR)	Carried forward
0110	12/10/22	4.3.1.	Xoserve (DA) to confirm the funding percentage for Shippers for XRN5379 – DM Class 1 Read Service.	Xoserve (DA)	Closed
0210	12/12/22	6.1	Joint Office (RH) to include a new UNCC agenda item for the October meeting; governance and interaction of XRN4914 and Modification 0825.	Joint Office (RH)	Closed
1101	09/11/22	2.2	Xoserve (PO) to investigate the ‘go, no go’ aspect of the technical solution for the H100 project, regarding impact on the February 23 Release.	Xoserve (PO)	Pending
1102	09/11/22	4.3.1.	Joint Office (RH) to write to Ofgem to highlight the effect of protracted decision making for Modification 0799 - UNC arrangements for the H100 Fife project (100% hydrogen).	Joint Office (RH)	Pending