

UNC DSC Change Management Committee Minutes

Wednesday 12 April 2017

Lansdowne Gate, 65 New Road, Solihull B91 3DL

Attendees

Rebecca Hailes (Chair)	(RH)	Joint Office	Non-Voting
Lorna Dupont (Secretary)	(LD)	Joint Office	Non-Voting

Shipper User Representatives

Andrew Margan	(AM)	British Gas	Shipper Class A - Voting
Colette Baldwin	(CB)	SSE	Shipper Class A - Voting
James Rigby	(JR)	Npower	Shipper Class A - Voting (C)
Alison Nield	(AN)	Gazprom	Shipper Class B - Voting
Lorna Lewin	(LL)	DONG Energy	Shipper Class B – Voting (B&C)

Transporter Representatives

Chris Warner	(CW)	NGGD	DNO Representative
Richard Pomroy	(RP)	WWU	DNO Representative
Beverley Viney	(BV)	National Grid NTS	NTS Representative
Sean McGoldrick	(SMc)	National Grid NTS	NTS Representative
Nicky Rozier	(NR)	GTC	iGT Representative (2 votes)

CDSP Change Management Representatives

Dave Turpin	(DT)	Xoserve	Non-Voting
Lorraine Cave	(LC)	Xoserve	Non-Voting
Matt Smith	(MS)	Xoserve	Non-Voting

Observers

Bob Broadhurst*	(BH)	British Gas	Non-Voting
Gavin Anderson*	(GA)	EDF Energy	Non-Voting
Hilary Chapman	(HC)	Scotia Gas Networks	Non-Voting
Darren Dredge	(DD)	Xoserve	Non-Voting
Joanna Ferguson*	(JF)	Northern Gas Networks	Non-Voting
Kishan Nundloll	(KN)	ESP	Non-Voting
Jane Rocky	(JR)	Xoserve	Non-Voting
Lee Chambers	(LCh)	Xoserve	Non-Voting
Mark Jones	(MJ)	SSE	Non-Voting
Rachel Hinsley	(RHi)	Xoserve	Non-Voting
Shanna Key	(SK)	Northern Gas Networks	Non-Voting
Steve Nunnington	(SN)	Xoserve	Non-Voting
Tahera Choudhury	(TC)	Xoserve	Non-Voting

Apologies

None received

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

1. Introduction

1.1. Confirm attendees, clarify roles, membership and voting rights

RH welcomed all to the meeting, confirmed the membership and standing alternates appointed to date, and the voting rights carried by each member.

It was confirmed that Colette Baldwin had appointed Stacey Brentnall as her Alternate; Beverly Viney had appointed Sean McGoldrick as her Alternate; Sean McGoldrick had appointed Beverly Viney as his Alternate; and that Lorna Lewin had appointed Lisa Cutbill as her Alternate.

Attention was then drawn to the setting up of a new Joint Office Email Box Account. All correspondence relating to this DSC Committee should now be sent to:

dsccomms@gasgovernance.co.uk.

RH confirmed that the Joint Office would also send all outward communications, relating to DSC Committees, from this Box Account. The link was also published on the DSC web pages.

Asked if it was possible for parties to use the 'Reply to All' function when communicating regarding DSC matters, RH understood that the Joint Office was seeking permission from each intended recipient to enable such use of individual email addresses. An email had been sent out with a request and parties were encouraged to respond. It was suggested this might be reworded and reissued, as it was not obvious that a formal reply was expected.

Action 0401: RH to check that the email permissions request has been sent to all appropriate parties (and if necessary, reworded and re-sent seeking an active formal response, i.e. yes or no).

Post Meeting update: DT (Xoserve) will supply the Joint Office with the names and contact details of all the Change Managers, and where no Change Manager has been appointed, the relevant Contract Managers. This list will be used in an open manner for the business of the DSC Change Management Committee. A similar arrangement will be made for the DSC Contract Management Committee.

RH reminded that documents marked confidential would not be published by the Joint Office on its website.

1.2. Apologies for absence

None received.

1.3. Alternates

None appointed for this meeting (all voting members present).

1.4 Minutes of the previous meeting

The minutes of the previous meeting (21 March 2017) were approved.

1.5 UNC Modification 0615 - Representation on DSC Committees: amendment to include mid-year appointment

CB gave a brief presentation outlining its purpose, which was to manage mid-year Shipper representative appointments to previously unrepresented constituencies. The Shippers present agreed with the intent, and this was discussed in greater detail. Any election would only be directed to the Shipper Class affected by a 'gap' in the representation; it was expected that

appropriate SPoCs would be contacted. It was questioned what would happen to the rights of the 'default' member in the event of two new nominees being put forward. Recognising the issue and that there may be complications for a Workgroup to consider in more detail, CB indicated that she had tried to keep the proposal as simple as possible and the Solution as neutral as possible to enable adaption as appropriate. It was not envisaged that this proposal would address any issue other than under-representation in a particular Class.

It was confirmed that the iGTs had been kept informed of the proposal.

This modification was to be submitted to the April UNC Modification Panel, with the Proposer's recommendation that it follow self-governance procedures and development by a Workgroup.

2. Establishment of the DSC Change Committee

2.1. Terms of Reference

The necessity for a specific document was discussed. It was recognised that there were specific contractual arrangements and documents that govern the operation of DSC Committees.

CW suggested reference to the Change Management Procedures could usefully be made to give visibility to this. It was suggested that a brief statement could be prepared that provided a clear explanation and references to appropriate documentation, and that this could be posted on the website, to direct interested parties to the procedures by which the DSC is governed.

Action 0402: DSC Committee Operation (terms of reference) - DT to formulate a brief statement providing a clear explanation and references to appropriate documentation, for publication on the Joint Office website.

Action 0403: RH to confirm that all relevant documentation relating to the initiation of FGO (UNC Modification 0565A) has been published on the Joint Office website.

2.2. Change Template

LC confirmed this had been developed and was going through a final review.

LC briefly outlined the content and format of the template. It should be available next week, week commencing 17 April 2017, along with guidelines for its completion. Until it is published, parties can continue to use the current template/process. If anything comes through on the old template then LC's team will transpose it to the new template.

3. Review of CDSP Change Management Report(s)

3.1. Service Changes - status updates

a) COR4110 - Creation of a Service to Release Domestic Consumer Data to PCWs and TPIs

LC briefly outlined the purpose of the change. Analysis was being completed and a Business Evaluation Report (BER) will be issued to the DNOs shortly. It was confirmed that documentation would be shared with all parties. AM was concerned that the options were being discussed in different arenas, and believed that the appropriate course of action should be decided first; this was briefly discussed. DT indicated that Xoserve would complete its analysis and make an assessment of the right course of action and bring back to this Committee.

b) COR3991 - PAF Administrator Role

DD briefly outlined the purpose of the change, noting the strong driver from Ofgem to appoint a PAF Administrator (PAFA) by June 2017. The process was on track; it was anticipated that the signing of contracts would take place before the end of June and the PAFA would be in place.

c) COR4079 - Reports required under UNC TPD V16.1 in legacy systems (reports required by Modification 0520A)

DD advised that the PAC reports would be provided to the May PAC meeting, following which it was anticipated that the project will be closed down.

d) COR4161 - Provision of Access to Domestic Consumer Data for PCWs and TPIs

DD briefly outlined the purpose of the change. The modifications relating to this change have been referred back to Workgroup, hence the red (Time) and amber (Risks and Issues) status. The position of both was discussed at some length. It was noted that the risk was around access controls (not delivery), and therefore the risk was high. LC indicated that the Risks and Issues section could be updated and re-set to red, but that she needed an update from the Workgroups. Changing the status colours would not change the escalation, etc. Mitigations were being assessed and developed to address the DES provision issues. DT outlined the various courses of action that potentially might be followed, noting that certain options were not currently available because of Nexus impositions.

3.2. COR4186 -UK Link Future Releases - Proposed Approach

LCh gave a presentation outlining a proposed approach to the delivering of changes in releases and prioritising the change backlog.

It was anticipated that three releases might be made in a year and that Xoserve and industry needed to engage and co-operate to establish and agree an appropriate framework to manage expectations and prioritisations. Asked when 'the year' might start, LCh confirmed that Nexus is the first release - R1. This year the intention would be to focus on the remaining defects, the backlog and the pent-up demand. The programme will then evolve, and parties could then decide when a year starts. Xoserve was seeking to take into account what the drivers were for other parties and to develop a more holistic approach, grouping changes together where agreed to be an appropriate course. It was expected that a number of defects would have been addressed/cleared in the Post Implementation Support (PIS) phase. It was recognised there was a need to look at taking advantage of opportunities to make delivery more efficient (prioritisation and scoping). CB suggested that other audiences would need to be involved/collaborate to achieve the optimum. JR affirmed the approach was being shared with DSC first, and encouraged parties to share this internally.

DT observed that the new 'Business As Usual' (BAU) state will be reached and that then priorities (fixes, new work, etc.) will need consideration. It will be necessary to have a good understanding of what industry requirements might then be across many levels (transition, through to steady state, etc.) and to start planning, with known information, beyond the PIS period and already planned releases, to begin to formulate what a potential Release Programme might be. CB noted that co-ordination between the PIS team and this committee was required to align approaches. Programme workgroups may all have a different focus and there may be misalignments. CB suggested that Xoserve should present at the various workgroups to begin to work towards a harmonisation. JR suggested a 'pipe clean' release (R2), to clear up any Xoserve internal issues and improve service provision (a lower risk to Market Participants' systems/interfaces), and then go to a release (R3) with more of an industry focus where industry has agreed its prioritisations and where there would be higher impact(s).

LCh then explained the Release Management Approach, detailing the principles and illustrating the proposed conceptual process. RP commented that it seemed to be a reasonable approach, however industry might expect changes/fixes to happen sooner. JR affirmed that Xoserve would be aiming to close as many defects as possible within PIS and shortly thereafter. (It will be an ongoing process and may have urgency factors/delivery constraints to consider; there may be challenges.) R2 and R3 will pick up defects as necessary, and it may be that industry prefer and agree that R2 and R3 should focus on defect reparation alone.

The high level Change Assessment and Management approaches were illustrated and articulated. There would be Minor Enhancement Releases plus Extraordinary Releases as necessary.

A timeline showed the key activities and milestones from the plan for Xoserve to engage with the DSC Change Committee on the change demand backlog, to review and approve the prioritisation approach and to agree the scope of change for Release 2 delivery. A document will be circulated for comment prior to the next Committee meeting for discussion at the next meeting (10 May 2017). It was suggested that an appropriate circulation list did not currently exist and would need to be created.

Action 0404: *DSC Change and Contract Manager Circulation List - Xoserve to develop an appropriate circulation list.*

LCh affirmed that the aim was to share details of the backlog at the next DSC Change Management meeting to discuss and prioritise, scope options, etc. to commence an R2 project. It was recognised that timescales were challenging and windows were likely to be compressed (R1 covered the PIS period; and R2 anticipated to be agreed over the next few months, with a delivery profile of 6-8 months). JR indicated that R2 was anticipated to be in April 2018, and therefore scope, deliverability, analysis etc. needed to be in place by end of August 2017. This was discussed.

RH summarised that prioritisation principles could be agreed and the Committee could assess what was currently known to be required for the release; priority and scope could then be agreed in the light of current knowledge. Changes may then have to be assessed and made in light of emerging circumstances.

Given the challenging timescales, it was agreed that the DSC Change Meeting Day 1 on 10 May 2017 would focus on reviewing the backlog and any other known items (defects, modifications, Change Orders, etc) with a view to prioritising for R2. Xoserve committed to producing the required information as soon as possible in advance of the meeting, to enable parties to have sufficient time to review and seek internal responses.

Action 0405: *Release 2 (R2) - As soon as possible in advance of 10 May 2017 meeting, Xoserve to provide information on the backlog and any other known items (defects, modifications, Change Orders, etc.) for the DSC Change Management Committee to review with a view to prioritising for R2.*

3.3 Overview of Modifications impacting UK Link Systems

SN drew attention to current UNC Modifications that may have an effect on UK Link systems.

- 0613S - Revised UK Link Manual CDSP Data Services Document
- 0617 - Revised UK Link Manual delivery date
- 0614 - Introducing IHD (In-Home Display) Installed Status of Failed.

Modification 0614 was discussed in greater detail. It was observed that it had a proposed SPAA November delivery date, and Xoserve had concerns that it may not be possible to align that in UNC. There was also the possibility that this proposal might be withdrawn.

This gave rise to a broader discussion and other questions, such as what happens in relation to funding when there is a SPAA change to services but no equivalent UNC change. "Who needs the CDSP to deliver the service?" will be a question as there is no Supplier relationship with the CDSP. SPAA is concerned with Supplier activities and not Shipper activities. SN observed that the principle was, that whoever benefits pays. There were concerns that SPAA might be doing one thing and the UNC something else. It was recognised that there might be a wider issue for this Committee to tackle, to consider how such changes are to be addressed and reacted to - in other words, "how should central systems changes initiated by a Supplier be managed?"

It was suggested that all parties give this some thought, and that it should be placed on the agenda for the next meeting (11 May 2017).

Action 0406: How should central systems changes initiated by a Supplier be managed? All parties to consider and provide views (for discussion at DSC Change Management Meeting Day 2 on 11 May 2017).

Noting that Modification 0617 was being discussed at the April UNC Modification Panel, GA will provide an update at the next meeting. Should it be decided that a UNC Modification is to be withdrawn, EDF Energy will consider raising it as a Change Request. DT indicated that if that were the case, then Xoserve would need to look at service line impacts and appropriate funding routes, depending on whether it was raised by EDF in its guise as a Supplier or Shipper.

3.4 Xoserve Reporting Updates

3.4.1 Implementation Plan Summary - UK Link Change Requests

SN briefly explained the purpose and content of this document, observing that the classification of changes has changed post FGO, and that UNC TPD Section U has now been removed from the UNC document.

SN noted SMC's suggestion that the GT column be further split to differentiate between DNOs and the NTS.

SN then proceeded to give an update on the current status of each entry under each section of the Implementation Plan.

Attention was drawn to the following items:

Current Project Nexus Changes Awaiting Scheduling – Awaiting Approval

1154.15. 92: Meter Pulse Value - SN reported that consultation was closed and that Xoserve would respond by 18 April 2017 to representations received. It was expected that DSC Change Management Committee approval would be sought at the next meeting (**DSC Change Management Meeting Day 2 on 11 May 2017**).

1154.15. 89: GDE Consequential Change File Formats - SN reported that consultation was closed and that Xoserve would respond by 18 April 2017 to representations received. It was expected that DSC Change Management Committee approval would be sought at the next meeting (**DSC Change Management Meeting Day 2 on 11 May 2017**).

1154.15. 90: Update to Invoice Mapping Charges Table - SN reported that consultation was closed and that Xoserve would respond by 18 April 2017 to representations received. It was expected that DSC Change Management Committee approval would be sought at the next (**DSC Change Management Meeting Day 2 on 11 May 2017**).

As was previously the role of the UK Link Committee in the past, SN affirmed that the DSC Change Management Committee was expected to exercise an approval role/function, and that all dialogue/debate concerning the changes would be expected to have occurred in other technical forums prior to this point. CB observed it was not clear who should be involved or make decisions. SN referred to the Solution Development Group (SDG) that was set up to discuss changes under Nexus, and suggested that it could continue post Nexus. DT observed that future governance arrangements were being agreed including transitioning the Project Nexus Steering Group, and that longer term requirements/enduring arrangements were to be discussed at the next DSC Contract Managers meeting. It was recognised there would be an enduring need (currently met by the SDG) to be formalised depending on requirements established. The DSC Change Management Committee needed to have a clear understanding of what was put in place, and may have to decide on its own sub-groups for development functions.

1154.15.91: Contact Management Service Transition and Cutover Plan Activities - SN advised that no representations had been received (silence is taken as consent) and this was now awaiting DSC Change Management Committee Agreement. The DSC Change Management Committee unanimously approved this change.

Project Nexus Implementation Date (PNID)

SN reported that all changes associated with UNC Modifications 0432, 0434, 0440, 0487S, 0518S, 0532, 0583 and 0576 were on track.

3.4.2 Xoserve Report Pack

It was suggested that as Reports A, B, C and D were concerned with performance these should be reviewed at the DSC Contract Managers meetings, and that Report E (Outages) was the only one for the attention of the DSC Change Management Committee.

It was agreed that, rather than be produced as a separate document, Report E could be added to/presented at the end of the Implementation Plan Summary information.

Action 0407: Xoserve Report E - Xoserve to separate this from Reports A - D, and include at the end of the Implementation Plan Summary.

SN outlined the proposed outages and associated timelines and contingencies.

3.4.3 Smart Metering - Update

DT reported that certification completion was awaited. Testing was exited successfully and good progress has been made.

3.4.4 Priority Services Register (PSR) - Update

TC presented an overview of 'Refining the Vulnerable Customer Needs Codes'. Ofgem has decided to modify the gas and electricity supply, electricity distribution and gas transporter licences for PSR arrangements. It is envisaged this will be facilitated using revised 'Needs Category Descriptions' as developed by the Safe Guarding Customers Workgroup.

The SPAA consultation closed on 10 April 2017 and the responses were under review, the outcome to be discussed at the SPAA meeting on 24 April 2017.

The three alternatives (proposed by E.ON, SSE and Wales & West Utilities) were displayed and TC outlined the key points of each option. Concerns were expressed regarding potential misinterpretation of codes that might arise from certain of the changes.

It was noted that the configuration changes associated with the WWU proposal were simpler and could be delivered by Xoserve after PNID. There was pressure from Ofgem to introduce change as soon as possible.

CB queried if SPAA had considered release timetables.

4. Horizon Scanning

4.1. 'Bubbling Under' Report

Each item was reviewed individually, and RHi noted comments and suggestions for changes.

ID 9 - Probability to be upgraded to 100%; item to be transferred to a Project Dashboard (RAG) as an inflight project.

ID 3 - Probability to be revised to 50%.

ID 1 and ID 4 - Discussed; RHi to update notes.

ID 6 and ID 7 - Further details required to understand impacts/ levels of urgency.
RHi will update the report for review at the next meeting.

5. Change Budget

DT advised that reporting would be made against the new financial year, and tracked against the new budget. The DNs will do reconciliation against last year's change budget in June.

DT asked if the documents provided for this meeting should be reconsidered as being confidential because of their content and not be published on the website. It was agreed that a password protected status could be applied before circulation, and that such documents would not be published on the Joint Office website.

6. Review of Outstanding Actions

080317-01: *COR4079 – Reports required under UNC TPD V16.1 in legacy systems* - A discussion is to be had at the DSC Contract Manager's Meeting on the controls Xoserve are putting in place around areas of the business that send out sensitive reports/info.

Update: It was agreed to move this to the DSC Contract Managers Meeting agenda. **Closed**

080317-02: *UK Link Update* - RG to send out the UK Link slide and the link to the dashboard update with the Minutes.

Update: Completed. **Closed**

080217-02: *Modification 0609* - DT to provide an update on proposed plans regarding the AQ issue for when the Joint Office takeover the meetings.

Update: DT requested this be carried forward to the next meeting. **Carried forward**

110117-04: *Elected Shipper - Change Order process* - DT and AM are to get together with the SSP team to establish what is happening and what reporting is required and what the current position is. Xoserve to write the change order and get a Network to sponsor.

Update: DT requested this be carried forward to the next meeting. **Carried forward**

0301: Joint Office to provide a formal response to explain why committee meetings cannot be resourced the day before UNC Panel meetings.

Update: Formal response provided in the output following the 21 March 2017 Pre-launch meeting available at <http://www.gasgovernance.co.uk/DSC-Change/210317>. **Closed**

0302: Date proposal to be communicated to both Committee members.

Update: The DSC Change Management Committee will continue to meet the Wednesday before UNC Panel week and will also utilise the following day (the date of the former UK Link Committee meetings) where the agenda becomes too large for one day. The DSC Contract Management Committee will meet on 18 April 2017 and will discuss dates of its meetings going forward. **Closed**

0303: CB to provide matrix detailing all date options.

Update: Received from CB with thanks. **Closed**

0304: RH to set up additional teleconference for Contract Committee only.

Update: DSC Credit Committee set up as sub-committee of DSC Contract Management Committee using email voting process instead. **Closed**

7. Next Steps

In light of today's discussions it was agreed that both meeting dates will be required for May and that the Committee's business will be separated as follows:

- **Day 1 - 10 May 2017:** UK Link Future Releases: The focus will be on R2, to review the proposed approach and priorities and assess current backlog where possible.
- **Day 2 - 11 May 2017:** The focus will be on the standard agenda items, and any other matters arising in the interim.

8. Any Other Business

8.1 XRN 4250 Change Order

DT referred to the provision of Data Enquiry Service accounts to Citizens Advice, advising that the requirements were being revisited.

The proposal was to continue to provide this access to Citizens Advice for the purposes of its investigations (capped at 50 accounts countrywide). To provide this access is a change of service, which Xoserve would like to provide as 'free'; in order to do this the cost would have to be underwritten by other service users. It will be discussed at the next DSC Contract Managers Meeting.

9. Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/Diary

Meetings will take place as follows:

Time / Date	Venue	Programme
10:15, Wednesday 10 May 2017	Lansdowne Gate, 65 New Road, Solihull B91 3DL	Single Issue Agenda <ul style="list-style-type: none"> • UK Link Future Releases: The focus will be on R2, to review the proposed approach and priorities and assess the current backlog where possible.
10:15, Thursday 11 May 2017	Lansdowne Gate, 65 New Road, Solihull B91 3DL	Standard Agenda items, and any other matters arising
10:15, Wednesday 07 June 2017	Lansdowne Gate, 65 New Road, Solihull B91 3DL	<i>To be confirmed</i>
10:15, Thursday 08 June 2017	Lansdowne Gate, 65 New Road, Solihull B91 3DL	<i>Provisional - To be confirmed (may not be required)</i>

Action Table (as at 12 April 2017)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
080317-01	08/03/17	n/a	<i>COR4079 – Reports required under UNC TPD V16.1 in legacy systems - A discussion is to be had at the DSC Contract Manager’s Meeting on the controls Xoserve are putting in place around areas of the business that send out sensitive reports/information.</i>	Xoserve (DT)	Closed
080317-02	08/03/17	n/a	<i>UK Link Update - RG to send out the UK Link slide and the link to the dashboard update with the Minutes.</i>	Xoserve (RG)	Closed
080217-02	08/02/17	n/a	<i>Modification 0609 - DT to provide an update on proposed plans regarding the AQ issue for when the Joint Office takeover the meetings.</i>	Xoserve (DT)	Carried forward
110117-04	11/02/17	n/a	<i>Elected Shipper – Change Order process - DT and AM are to get together with the SSP team to establish what is happening and what reporting is required and what the current position is. Xoserve to write the change order and get a Network to sponsor.</i>	Xoserve (DT/AMi)	Carried forward
0301	21/03/17	3.0	Joint Office to provide a formal response to explain why committee meetings cannot be resourced the day before UNC Panel meetings.	Rebecca Hailes (RH)	Closed
0302	21/03/17	3.0	Date proposal to be communicated to both Committee members.	Rebecca Hailes (RH)	Closed
0303	21/03/17	3.0	CB to provide matrix detailing all date options.	Colette Baldwin (CB)	Closed
0304	21/03/17	4.1	RH to set up additional teleconference for Contract Committee only.	Rebecca Hailes (RH)	Closed
0401	12/04/17	1.1	RH to check that the email permissions request has been sent to all appropriate parties (and if necessary, reworded and re-sent seeking an active formal response, i.e. yes or no).	Chair (RH)	Post meeting note provided in these Minutes

0402	12/04/17	2.1	<i>DSC Committee Operation (terms of reference)</i> - DT to formulate a brief statement providing a clear explanation and references to appropriate documentation, for publication on the Joint Office website.	Xoserve (DT)	Pending
0403	12/04/17	2.1	RH to confirm that all relevant documentation relating to the initiation of FGO (UNC Modification 0565A) has been published on the Joint Office website.	Chair (RH)	Pending
0404	12/04/17	3.2	<i>DSC Change and Contract Manager Circulation List</i> - Xoserve to develop an appropriate circulation list.	Xoserve (DT)	Pending
0405	12/04/17	3.2	<i>Release 2 (R2)</i> - <u>As soon as possible in advance of 10 May 2017 meeting</u> , Xoserve to provide information on the backlog and any other known items (defects, modifications, Change Orders, etc) for the DSC Change Committee to review with a view to prioritising for R2.	Xoserve (LCh/JR)	As soon as possible Pending
0406	12/04/17	3.3	<i>How should central systems changes initiated by a Supplier be managed?</i> All parties to consider and provide views (for discussion at DSC Change Management Meeting Day 2 on 11 May 2017) .	All Parties	Pending
0407	12/04/17	3.4.2	<i>Xoserve Report E</i> - Xoserve to separate this from Reports A - D, and include at the end of the Implementation Plan Summary.	Xoserve (SN)	Pending