



DSC Delivery Sub-Group

24th January 2022

DSG Agenda (1)

Item	Title	Document Ref	Lead	Action Required From DSG
1.	General Meeting Administration			
1a.	Welcome and Introductions	Verbal	Chair	Introduce yourself
1b.	Previous DSG Meeting Minutes and Action Updates	Verbal	Chair	Approval of the meeting minutes for the previous meeting
2.	Changes in Capture			
2a.	New Change Proposals – Initial Overview of the Change			
2a.i.	XRN5454 Supplier of Last Resort (SoLR) Reporting Suite	Slides	Chair	For information
2a.ii.	XRN5463 Technical Debt reduction- Prime and Sub process enhancement	Slides	Chair	For information
2a.iii.	XRN5464 Technical Debt reduction – Enhancement to asset exchange process for Class 1- and 2-Meter Points	Slides	Chair	For information
2b.	Change Proposal Initial View Representations – None for this meeting			
2c.	Undergoing Solution Options Impact Assessment Review			
2c.i.	XRN4990 – Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4 (MOD0664)	Slides	James Barlow	For information and discussion
2d.	Solution Options Impact Assessment Review Completed – None for this meeting			
3.	Changes in Detailed Design			

DSG Agenda (2)

3a.	Design Considerations			
3a.i.	XRN4992a – Modification 0687 - Creation of new charge to recover Last Resort Supply Payments	Slides	Simon Harris	For information and discussion
3a.ii.	XRN5458 – Urgent Modification 0791 - Contingency Gas Procurement	Slides	Ellie Rogers	For information and discussion
3a.iii.	XRN5393 – Gemini Spring 22 Release	Slides	Matthew Rider	For information and discussion
3a.iv.	XRN5463 – Technical Debt reduction- Prime and Sub process enhancement	Slides	James Barlow	For information and discussion
3a.v.	XRN5464 – Technical Debt reduction- Enhancement to asset exchange process for Class 1 and 2 Supply Meter Points	Slides	James Barlow	For information and discussion
3a.vi	XRN5072 – Application and derivation of TTZ indicator and calculation of volume and energy – all classes	Slides	James Barlow	For information and discussion
3a.vii	XRN5040 –UK Link Cloud Programme Change Pack	Slides	James Barlow	For information and discussion
3b.	Requirements Clarification – None for this meeting			Standing agenda item – for information (if there is an update)
4a.	June 2021	Slides	Chair	Standing agenda item – for information (if there is an update)
4b.	November 2021	Slides	Chair	Standing agenda item – for information (if there is an update)
4c.	XRN5231 – Provision of a FWACV Service	Slides	Steve Pownall/Chair	Standing agenda item – for information (if there is an update)
5.	Change Pipeline	Slides	Chair	Standing agenda item – for information (if there is an update)
6.	AOB	Verbal	Chair	For information and discussion

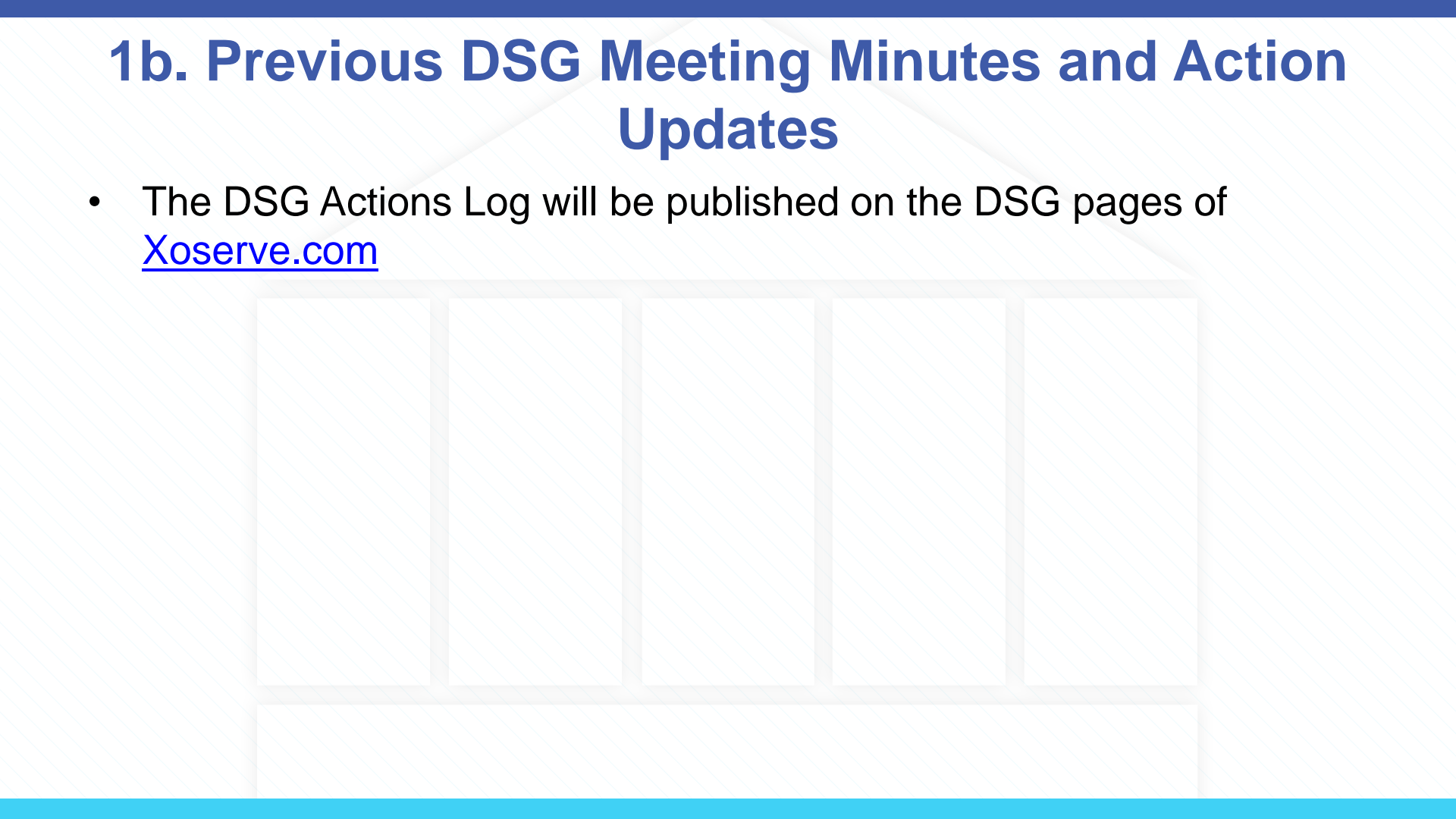
DSG Agenda (3)

Annex – For Information

7.	Issue Management	Slides	Michele Downes	Standing agenda item – for information (if there is an update)
8.	ChMC Update	Slides	Rachel Taggart	Standing agenda item – for information (if there is an update)
9.	Defect Summary	Slides	Mark Tullett	Standing agenda item – for information (if there is an update)
10.	Portfolio Delivery			
10a.	Portfolio Delivery Overview POAP	POAP published on Xoserve.com		Standing agenda item – for information (if there is an update)

1b. Previous DSG Meeting Minutes and Action Updates

- The DSG Actions Log will be published on the DSG pages of [Xoserve.com](https://www.xoserve.com)





2. Changes in Capture

2a. Change Proposal – For Initial Overview of the Change

- 2a.i. – XRN5454 Supplier of Last Resort (SoLR) Reporting Suite
- 2a.ii. – XRN5463 Technical Debt reduction- Prime and Sub process enhancement
- 2a.iii. – XRN5464 Enhancement to asset exchange process for Class 1- and 2-Meter Points

2a.i. – XRN5454 Supplier of Last Resort (SoLR) Reporting Suite

- The Change proposal can be viewed by following the link found [here](#).

2a.ii. – XRN5463 Technical Debt reduction- Prime and Sub process enhancement

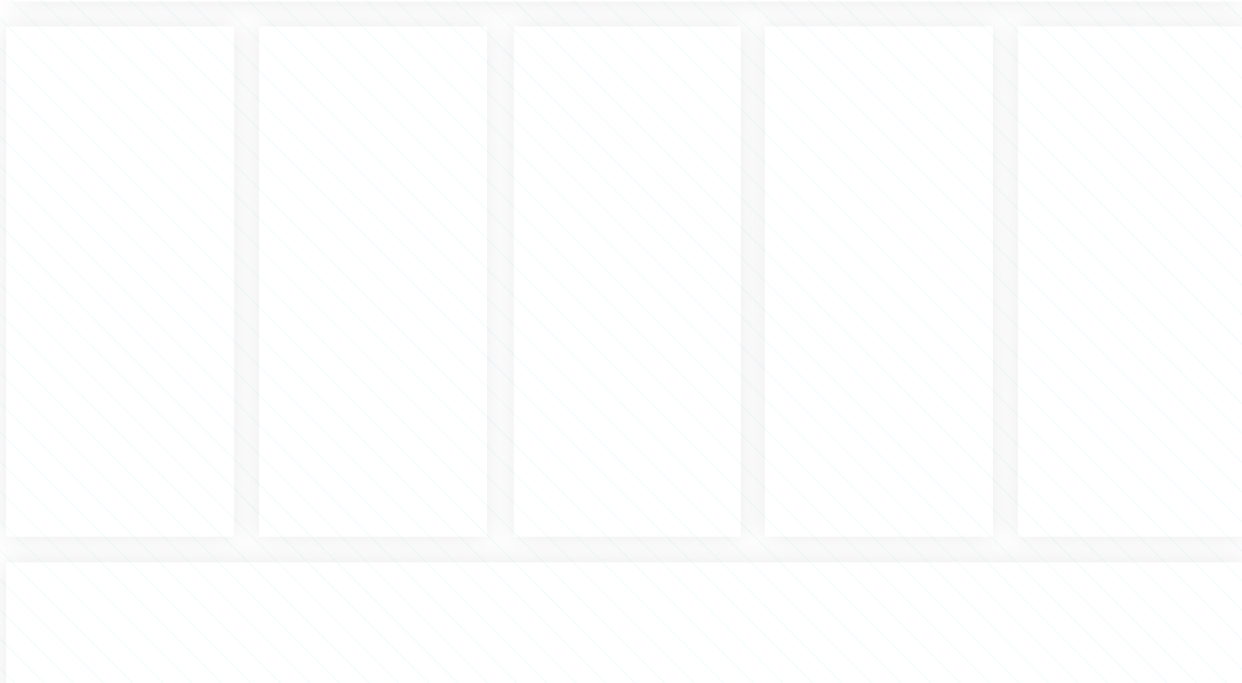
- The Change proposal can be viewed by following the link found [here](#).
- This will be covered under section 3a, Detailed design change pack.

2a.iii. – XRN5464 Enhancement to asset exchange process for Class 1- and 2-Meter Points

- The Change proposal can be viewed by following the link found [here](#).
- This will be covered under section 3a, Detailed design change pack.

2b. Change Proposal Initial View Representations

- **None for this meeting**



2c. Undergoing Solution Options Impact Assessment Review

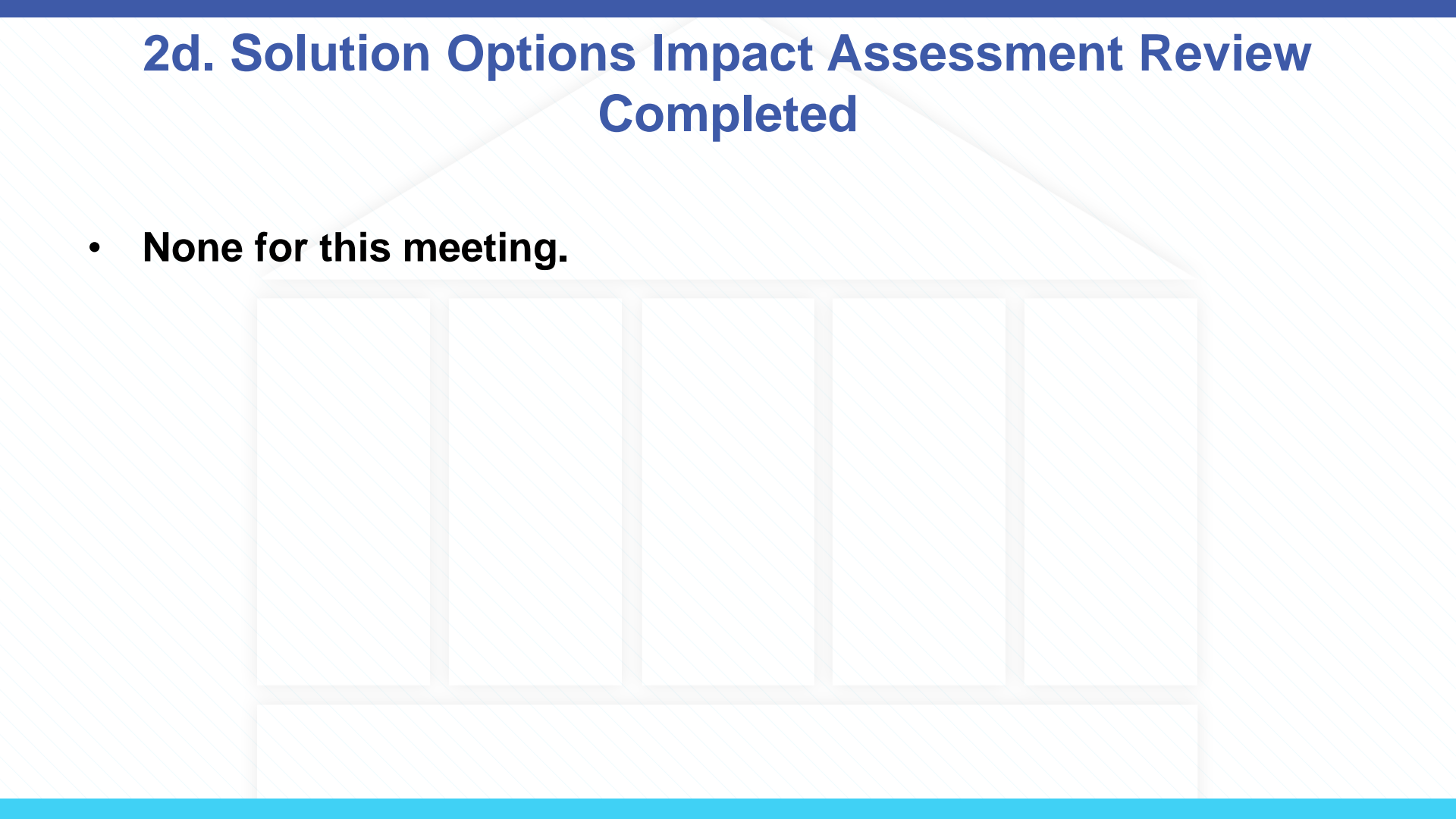
- 2c.i. – XRN4990 – Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4 (MOD0664)

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- The Change pack can be viewed by following the link found [here](#).

2d. Solution Options Impact Assessment Review Completed

- **None for this meeting.**



3a. Design Considerations

- 3a.i. – XRN4992a – Modification 0687 - Creation of new charge to recover Last Resort Supply Payment
- 3a.ii. – XRN5458 – Urgent Modification 0791 - Contingency Gas Procurement Arrangements when a Supplier acts under a Deed of Undertaking
- 3a.iii. – XRN5393 – Gemini Spring 22 Release
- 3a.iv. – XRN5463 – Technical Debt reduction- Prime and Sub process enhancement
- 3a.v. – XRN5464 – Technical Debt reduction- Enhancement to asset exchange process for Class 1 and 2 Supply Meter Points
- 3a.vi. – XRN5072 – Application and derivation of TTZ indicator and calculation of volume and energy – all classes
- 3a.vii. – XRN5040 –UK Link Cloud Programme Change Pack

3a.i. – XRN4992a – Modification 0687 - Creation of new charge to recover Last Resort Supply Payment

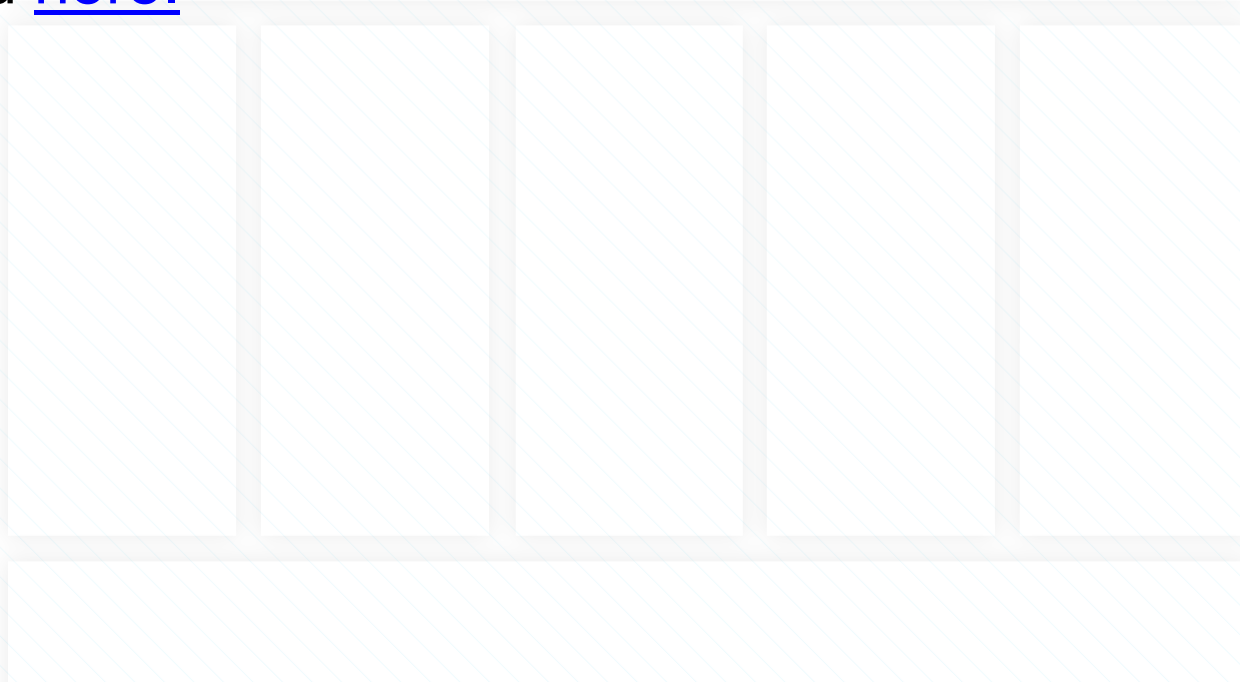
- The Change Pack can be viewed by following the link found [here](#).

3a.ii. – XRN5458 – Urgent Modification 0791 - Contingency Gas Procurement

- The Change Pack can be viewed by following the link found [here](#).

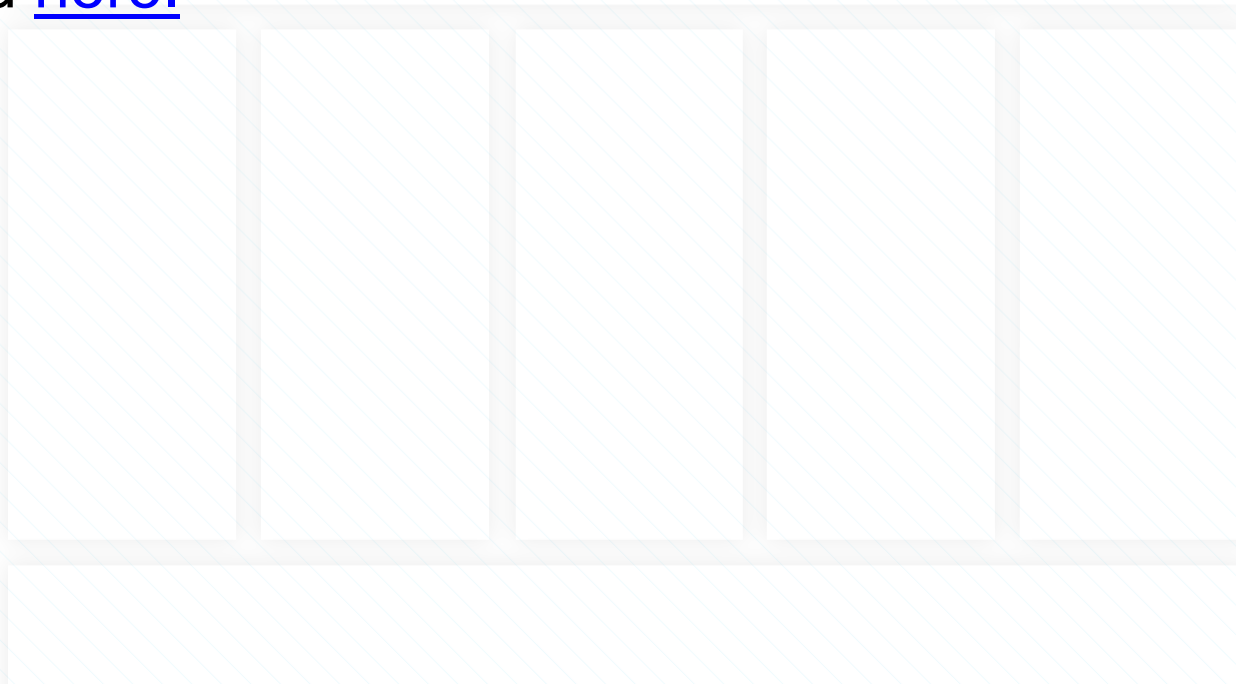
3a.iii. – XRN5393 – Gemini Spring 22 Release

- The Change Pack can be viewed by following the link found [here](#).



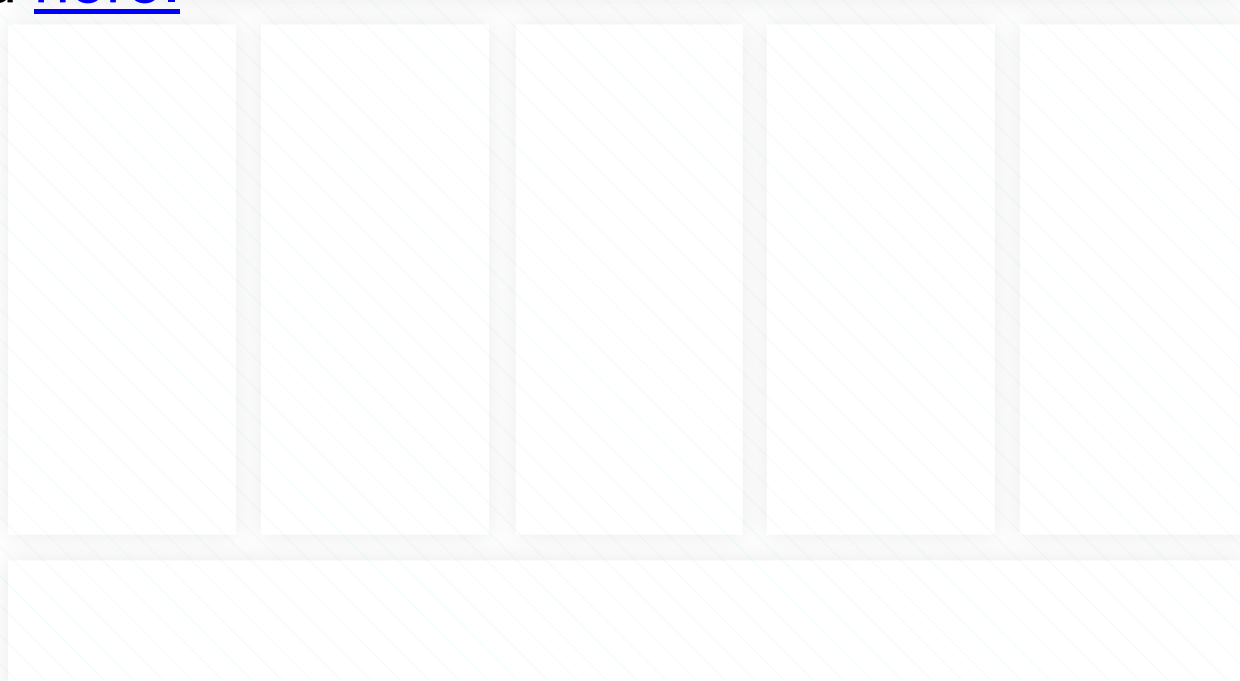
3a.iv. – XRN5463 – Technical Debt reduction- Prime and Sub process enhancement

- The Change Pack can be viewed by following the link found [here](#).



3a.v. – XRN5464 – Technical Debt reduction- Enhancement to asset exchange

- The Change Pack can be viewed by following the link found [here](#).

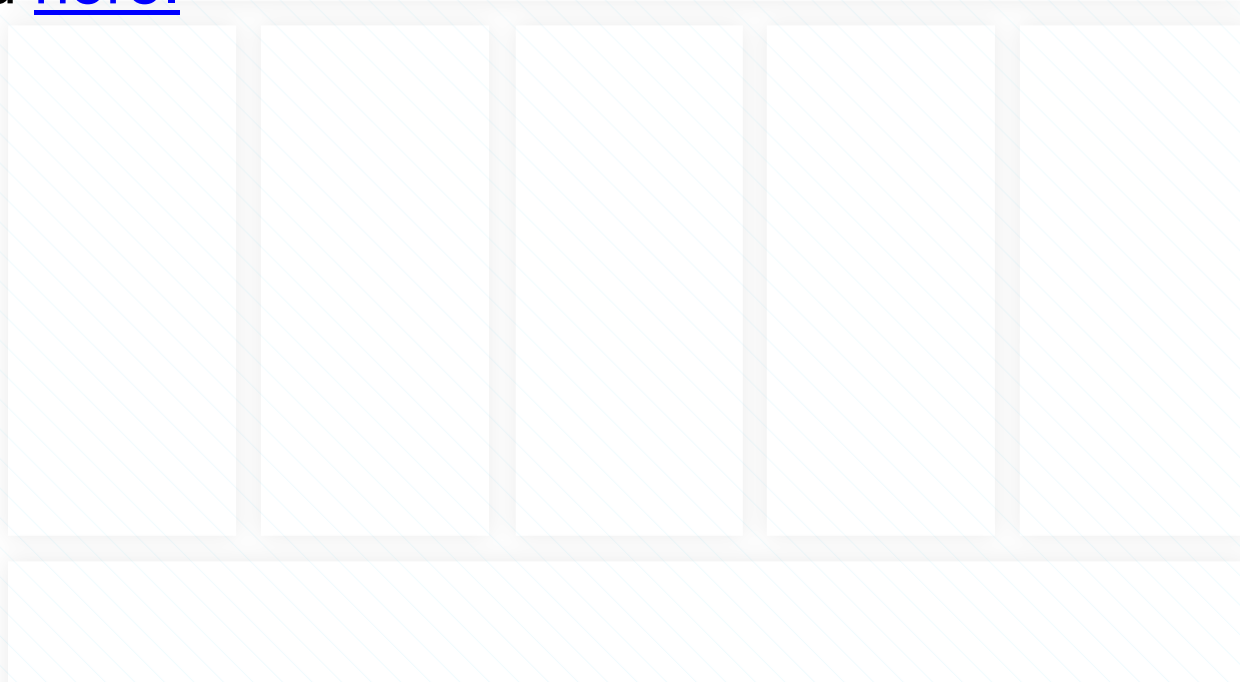


3a.vi. – XRN5072 – Application and derivation of TTZ indicator and calculation of volume and energy – all classes

- The Change Pack can be viewed by following the link found [here](#).

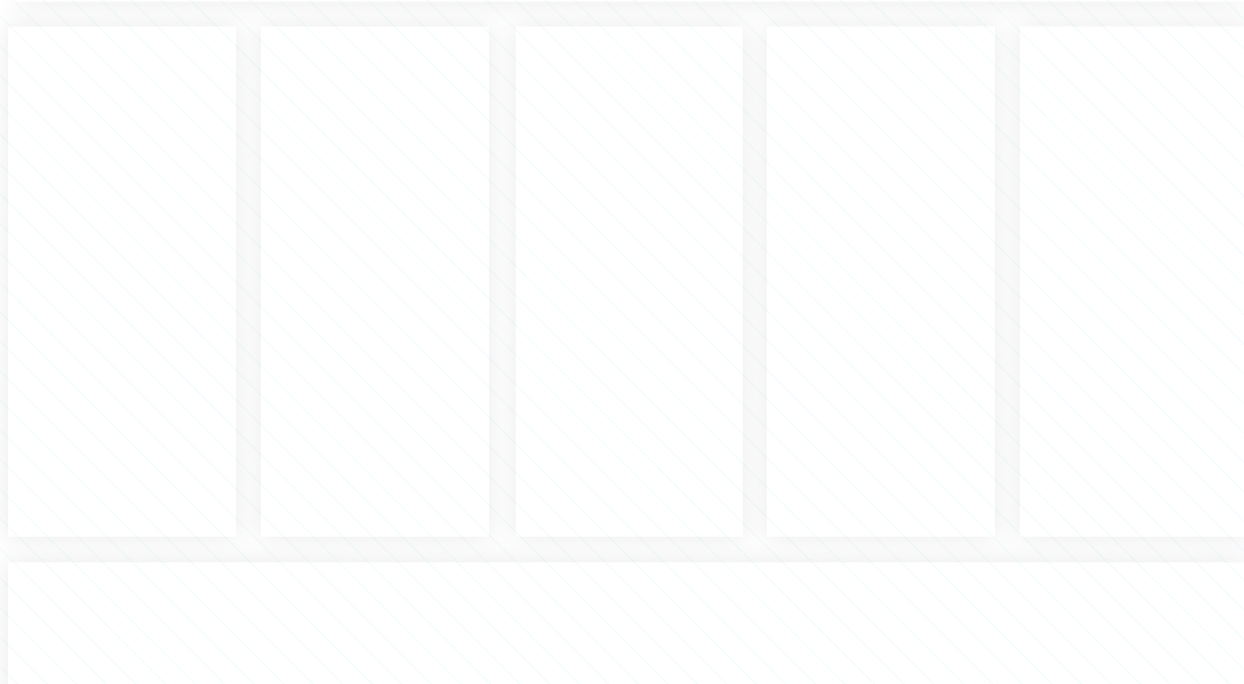
3a.vii. – XRN5040 – UK Link Cloud Programme Change Pack

- The Change Pack can be viewed by following the link found [here](#).



3b. Design Clarification

- **None for this meeting**



4. Release/Project Updates

- 4a. June 2021 Release
- 4b. November 2021 Release
- 4c. XRN5231 - Provision of a FWACV Service

4a. XRN5253 June 21 Major Release - Status Update

Overall Project RAG Status		
Schedule	Risks and Issues	Cost
RAG Status		
Status Justification		
Schedule	<ul style="list-style-type: none"> Project On Track Post Implementation Support (PIS) period 3 successfully concluded on 10/12/21 Project closedown activities have commenced Planned submission of Change Completion Report to ChMC in February for approval <p>Decision In January ChMC</p> <ul style="list-style-type: none"> None 	<p>The Gantt chart displays two main tasks: 'PIS 3' (checked) completed on Mon 08/11/21, and 'Closedown' running from Tue 07/12/21 08:00 to Thu 24/02/22 15:00. The timeline covers Nov '21, Dec '21, Jan '22, and Feb '22. A 'Today' marker is positioned at the top of the chart.</p>
Risks and Issues	<ul style="list-style-type: none"> None Applicable 	<ul style="list-style-type: none"> Complete On Track At Risk Overdue Not Baselined
Cost	<ul style="list-style-type: none"> Forecast costs on track to complete within approved BER 	
Scope	<p>In Scope (XRN5093) - MOD0711 – Update of AUG Table to reflect new EUC bands Descoped (XRN4992) - MOD0687 – Creation of new charge to recover last resort supply payments – Descoped at Extraordinary ChMC on 26th October 2020 Descoped (XRN4941) - MOD0692 - Auto updates to meter read frequency – Descoped at ChMC on 11th November 2020</p>	

4b. XRN5289 – November 21 Major Release - Status Update

		Overall Project RAG Status		
		Schedule	Risks and Issues	Cost
RAG Status				
Status Justification				
Schedule	<p>XRN5142:</p> <ul style="list-style-type: none"> First usage complete 03/12/21 Final usage (.IQL) to be completed 31/01/22 <p>Deferred Changes:</p> <ul style="list-style-type: none"> Re-plan is approved and re-baselined Additional regression testing cycle has commenced; expected completion 13/01/21 Preparation for go-live is in progress for 22/01/22 Revised data cleanse plan will be shared via email; expected issue 07/01/22 Implementation Approach updated and shared in the following slides <p>XRN4992a:</p> <ul style="list-style-type: none"> Historical report testing completed; reports are being run in production to validate before sending to the DN's by 10th January <p>XRN5188b:</p> <ul style="list-style-type: none"> Impact assessment currently being progressed to bring into scope of November 21 <p>Decision in January ChMC: None</p>	<p>Deferred go-live date: 22/01/2022 Contingency date: 29/01/2022</p>		
	Risks and Issues	None		
Cost	Forecast to complete delivery against approved BER			
Scope	<p>In Scope – XRN4941 - MOD0692 - Auto updates to meter read frequency</p> <p>In scope - XRN5007 - Enhancement to reconciliation process where prevailing volume is zero</p> <p>In Scope - XRN5072 - Application and derivation of TTZ indicator and calculation of volume and energy – all classes</p> <p>In Scope - XRN5142 - New allowable values for DCC Service Flag in DXI File from DCC</p> <p>In Scope - XRN5180 - Inner tolerance validation for replacement reads and read insertions</p> <p>In Scope – XRN4780C – Inclusion of Meter Asset Provider Identity (MAP Id) in the UK Link system (CSS Consequential Change)</p> <p>In Scope – XRN4992a - Modification 0687 Clarification of Supplier of Last Resort (SoLR) Cost Recovery Process</p> <p>Descoped - XRN5091 - Deferral of creation of Class change reads at transfer of ownership</p> <p>Descoped - XRN5186 MOD0701 – Aligning capacity booking under the UNC and arrangements set out in relevant NEXAs</p> <p>Descoped - XRN5187 MOD0696 – Addressing inequalities between capacity booking under the UNC and arrangements set out in the relevant NEXAs</p>			

4c. XRN5231 Flow Weighted Average CV

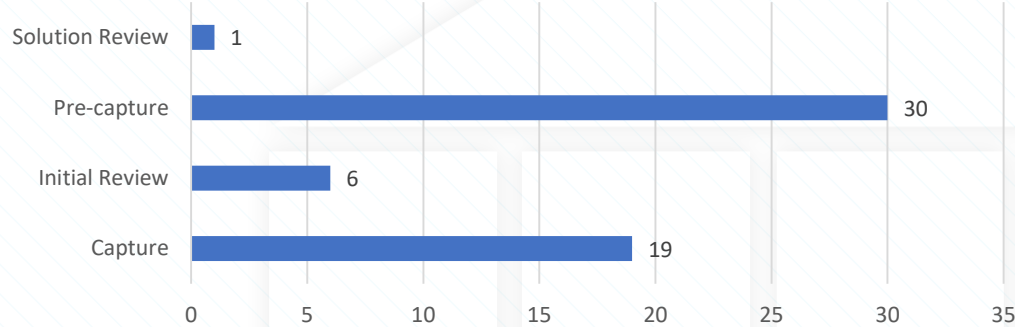
		Overall Project RAG Status		
		Schedule	Risks and Issues	Cost
RAG Status				
Status Justification				
Schedule	<p>Overall Status set to Amber due to multiple phases progressing in parallel and the need to baseline the Dual Run, Cutover & transition phases and Go Live date</p> <ul style="list-style-type: none"> Build completion now 05/01/22 to incorporate several CRs (inclusive of Gemini Consequential Changes) System Testing due to complete by 07/01/22 (1 week extension to plan but no overall impact) System Integration Testing due to commence on 04/01/22 (1 week behind plan but no overall impact) Gemini Consequential changes tracking to plan, and System Testing completed on 27/12/21 Focus Groups for project continued through December 21 with National Grid and DN reps Dual Run and Market Trials approach discussed at Focus Groups with approach published on 24/12/21. Planned start of testing is 10/01/22 Cutover and Transition Approach to be shared for review & approval by 31/01/22 Notional Implementation date set for 26/03/22, contingency options defined and shared to Focus Group. To be discussed further with DNs & NG 			
Risks and Issues	<ul style="list-style-type: none"> There is a risk that change congestion with UK Link move to Cloud, Gemini Regulation and Sustaining change during Q1 & 2 2022 where cutover & implementation dates may need to be prioritised There is a risk that until the transition & cutover approach is agreed between Xoserve, National Grid & DNs to confirm the length of Post Implementation Support and what support dependencies are required from National Grid as the existing service provider There is a risk that National Grid have served notice to terminate the current FWACV service on the 31st March 2022 and the project plan does not meet an implementation date of the new service from the 01st April 2022, resulting in the need to negotiate an extension of the service by National Grid 			
Cost	<ul style="list-style-type: none"> Forecast costs tracking to approved BER costs 			
Scope	<ul style="list-style-type: none"> XRN5231 Flow Weighted Average (CV) Gemini consequential change part A - PRCMS validation/processing Gemini consequential change part B - LDZ Stock Change and Embedded LDZ Unique Sites 			



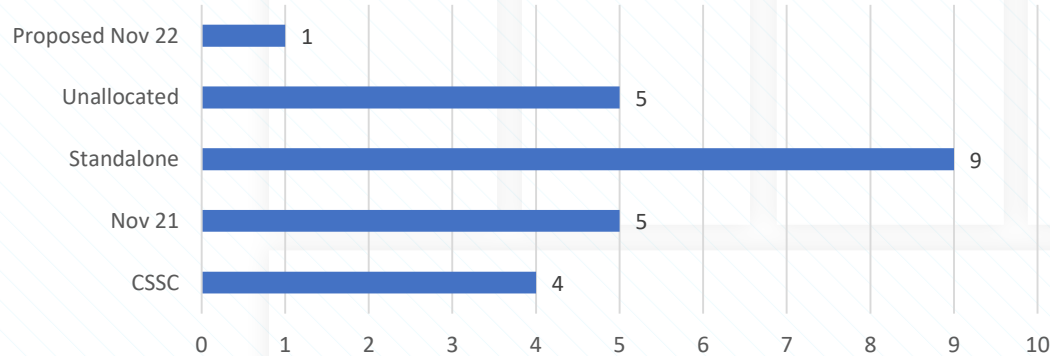
5. Change Pipeline

Change Development & Delivery Pipeline (DSC Change / Minor Release Budget)

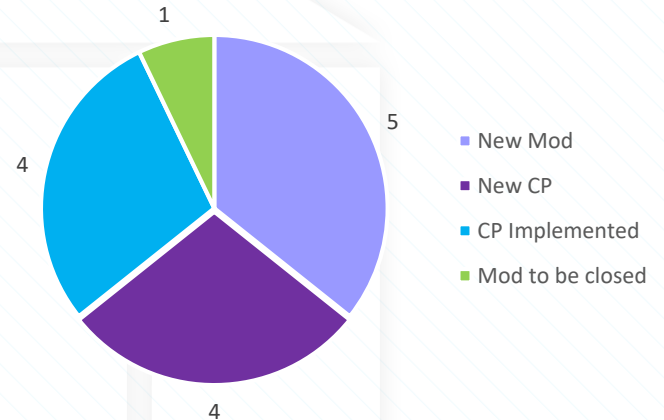
Change Development



Delivery Pipeline



Changes From Last Period

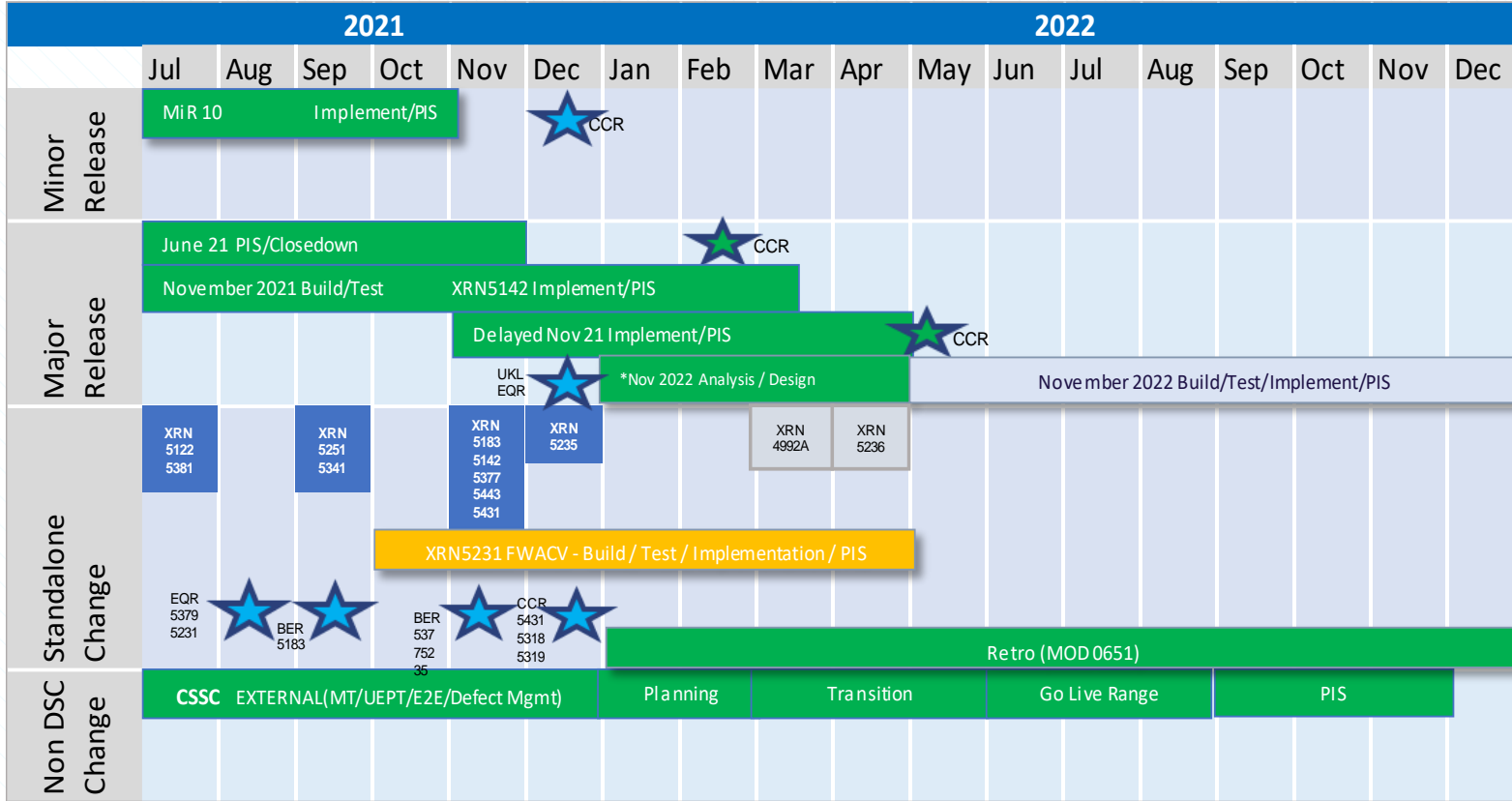


* Pre-capture may contain changes that won't require delivery / funding



Microsoft Excel
Worksheet

2021-2022 DSC Change / MiR Pipeline



Key:

- Approval on track
- Approved
- Approval at risk

Key:

- On Track
- Potential Activity
- Complete
- Potential risk to plan
- Plan At Risk



6. AOB



Annex – For Information



7. Issue Management

Summary Dashboard December 2021 Period

Customer Impacting Issues



Nov	Dec
22	22

Amendment Invoice Open Defects*



Nov	Dec
9	8

Open Defects (all)



Nov	Dec
48	50

AQ Related Open Defects*



Nov	Dec
15	14

Customer Impacting P1's



Nov	Dec
0	0

UK Link Incidents Raised



Nov	Dec
0	0

Customer Impacting P2's



Nov	Dec
0	2

Gemini Related Incidents Raised



Nov	Dec
0	1

* Volume as at 5th January 2022. For defect reporting, value shown represents number of defects where a fix is yet to be deployed.

Customer Issue Summary (as at 5th January 2022)

Issue	Customer Impact	Impacted Customers	Date Detected	Expected Resolution Date	Complexity	Impact to Customers Processes	Materiality Impact to Customers	Status for Resolution	Resolution Plan
Amendment Invoice	<ol style="list-style-type: none"> 1. Reconciliation charges excluded from the invoice where MPRNs are impacted by a defect 2. Potential incorrect reconciliation charges for un-detected defects 3. Cash flow for Distribution Networks 	Shippers & DNs	Jul-18	Monitoring to continue until stable	High	High	High	<p>Green</p> <p>Last Month</p>	<p>8 Amendment impacting defects open with 0 missing the December SLA. A small number of exceptions missed the 2 month SLA (99.66% closed within SLA).</p> <p>ASP Mismatch file merge activities continue to ensure customers receive full supporting information for their LSP sites on invoice issue date.</p> <p>All AML files delivered to customers ahead of SLA.</p>
Incorrect AQ values due to system defects	<ol style="list-style-type: none"> 1. AQ's calculated incorrectly due to various data issues relating to specific scenarios. 2. Where FYAQ is affected this will impact transportation rates applied 3. For Class 3 and 4 meter points the gas allocations will be incorrect which also affects UIG for the industry 	Shippers & DNs	Jan-19	Monitoring to continue until stable	High	High	High	<p>Amber</p> <p>Last Month</p>	<p>The volume of MPRNs impacted by open defects remain low The resolution of high customer impacting defects continue to be prioritised Zero AQ defects raised in December</p>
System availability & performance	<ol style="list-style-type: none"> 1. Resource within customer organisations are unable to complete tasks/activities 2. Risk to energy balancing processes (Gemini) 3. Risk to system security (Gemini) 4. Customer reputational risk 5. Financial impacts 	All Customers	Dec-19	Monitoring to continue until stable	High	High	High	<p>Amber</p> <p>Last Month</p>	<p>Two P2 incidents raised in December 2021.</p>

Amendment Invoice Update

Health – RAG		Return to Green Plan	
Overall Status	Previous	Current	Zero defects missed the December SLA. Dedicated team to progress defects and exceptions
Plan	Previous	Current	Dedicated team and plan in place to maintain clearance of defect and exceptions within SLA
Exceptions	Previous	Current	Number of exceptions has increased to 48,474 (up from 39,219 in November). Exceptions are raised as part of BAU processes.
Defects	Previous	Current	8 Amendment impacting defects open with none missing the November SLA (defects internally identified and raised during testing).

Executive Summary

Key Progress & Milestones (Last Month: December)

Key Updates:

- Zero defects raised in December.
- Supporting information file merge activities ensured the 178 MPRNS with mismatch were included in the relevant customer files (ASP).
- All SSP Supporting Information (AML) files delivered ahead of payment due date.
- Unique MPRNs with Exception = 48,474

Risks/Issues:

- A small number of exceptions have missed the 2 month SLA. 99.66% closed within SLA.
- Zero Amendment invoice defects missed this month's SLA.

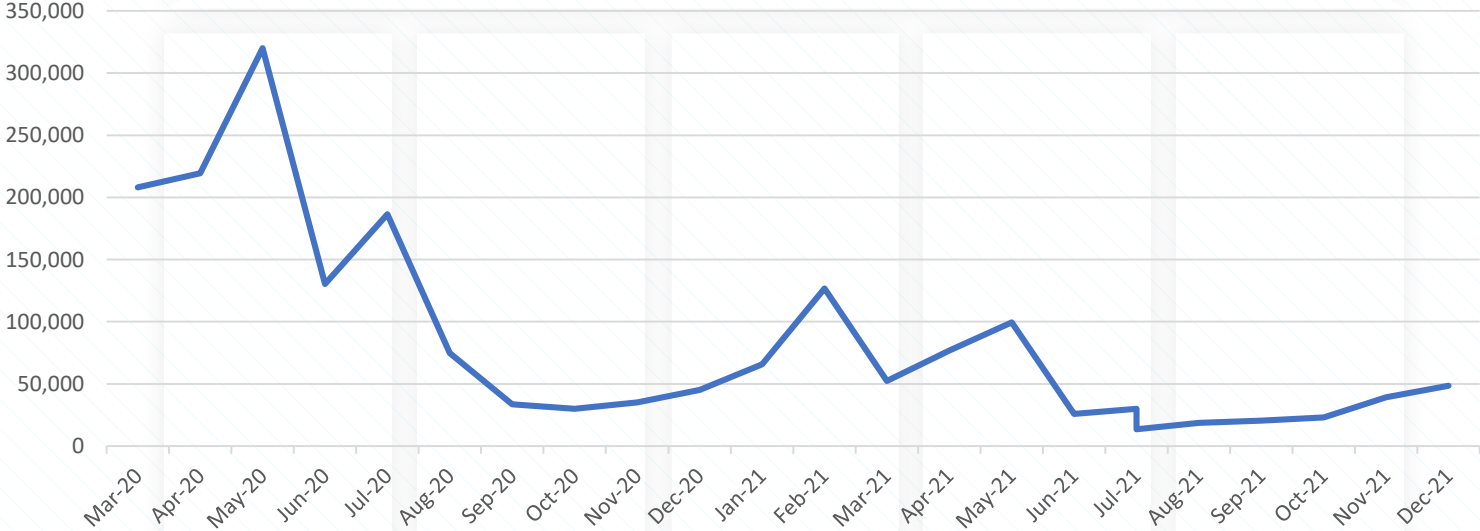
- ASP Mismatch file merge activities continue to ensure customers receive full supporting information for their LSP sites on invoice issue date.
- All AML files delivered to customers ahead of SLA.

Upcoming Activities & Milestones (Next Month: January)

- Dedicated team in place to manage defect resolution.

Amendment Invoice Dashboard – Outstanding Exceptions

Number of Unique MPRNs with Exceptions



AQ Update

Health – RAG		Return to Green Plan	
Overall Status	Previous	Current	Amber due to defects where a fix has been deployed however, data corrections and AQ re-calculations still required
Defects	Previous	Current	Zero defects raised in December. 10 open defects, 4 pending data correction assurance and AQ re-calculation.
Financial Adjustments	Previous	Current	Financial Adjustments have been processed for MPRNs relating to 2 defects and are due to be invoiced mid January. Financial Adjustments remain to be processed for 6 defects relating to Prime & Subs.
Process Improvements	Previous	Current	Change Requests raised for remaining technical process improvements, business process improvements have been implemented and continual improvements are being identified.

Executive Summary

Key Progress & Milestones (Last Month: December)

Key Updates:

- Zero defects raised in December (identified internally)
- Four defects awaiting data correction assurance and AQ re-calculation.
- Invoices for financial adjustments will be issued on a monthly basis (where applicable).
- Network AQ reporting for new FYAQ snapshot (ad hoc Bopri report) were generated and sent to DN's on 13th December and an updated report will be sent on w/c 17th January 2022
- The AQ Focus Group continue to host AQ support sessions to date providing an overview of the support on offer from the team and sharing knowledge & assurance of the monthly AQ calculation for individual organisations.

- Continue to share AQ knowledge session material ahead of support sessions with customers
- Annual AQ activities completed successfully
- New FYAQ snapshot for April 2022 has been taken of the rolling AQ on 1st December 2021.

Risks/Issues:

- No current risks or issues identified




Upcoming Activities & Milestones (Next Month: January)

- An updated Bopri report for December 2021 will be issued to DN's w/c 17/01/22
- Continue with customer meetings relating to AQ processes
- AQ Focus Group to provide AQ update at DN Constituency Meeting in December

Links to Updates on Xoserve.com

- The Customer Issue Register is published on Xoserve.com website and updated weekly, link below;
<https://www.xoserve.com/services/issue-management/>
- AQ Issue Register published on Xoserve.com
<https://www.xoserve.com/services/issue-management/annual-quantity-aq/>
- Unexpected outages, Gemini allocation, UIG issues or any system performance issues will be published on Xoserve.com at <https://www.xoserve.com/notifications/>

Resolution Status Key:

	No approved resolution plan or the approved resolution plan is not on track and no mitigations in place.
	Plan to resolve is not on track but mitigations in place or the full scale of the issue is not clear.
	Issue identified, analysis complete, plan in place and on target for completion.



8. DSC Change Management Committee Update

ChMC 12th January Meeting

Change Management Committee Update – 12th January ChMC Meeting



Microsoft Edge
PDF Document



9. DSG Defect Summary

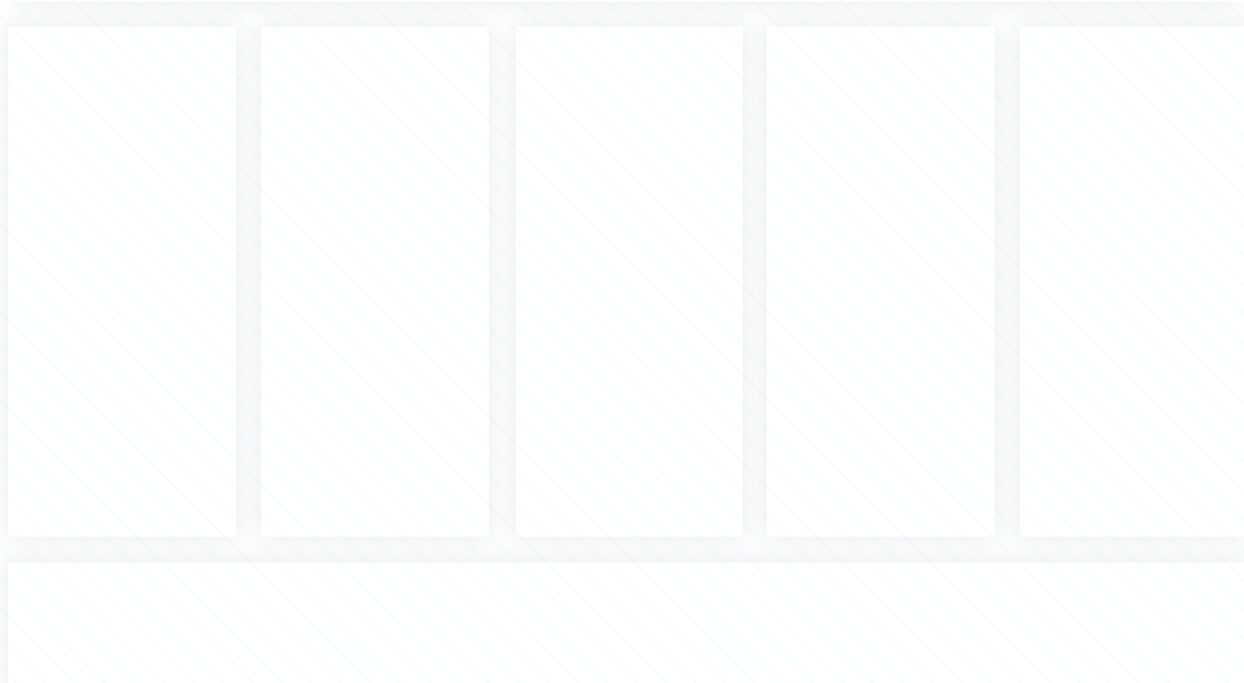
Defect Summary Stats

Stats as per RTC extract taken on Thu 06th Jan 2022 at 02:15pm

Defect Landscape (Open/Closed vrs PGL/New)

	PGL Defects						Newly Discovered Defects						GRAND RELEASE TOTALS	
	D1	D2	D3	D4	D5	TOTAL	D1	D2	D3	D4	D5	Not Set		TOTAL
Urgent Fix (D1/D2)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
r7.12	0	0	0	0	0	0	0	0	0	0	0	0	0	0
On Hold	0	0	0	0	0	0	0	0	0	6	0	0	6	6
Requires CR	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Release Planning	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Future Release Dependent	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Currently Unallocated	0	0	0	0	0	0	0	0	3	40	0	1	44	44
TOTAL OPEN	0	0	0	0	0	0	0	0	3	46	0	1	50	50
Resolved	0	7	34	81	16	138	9	227	599	643	26	15	1519	1657
Fix Deployed - Pending Data Correction	0	0	0	0	0	0	0	0	0	5	0	0	5	5
TOTAL CLOSED	0	7	34	81	16	138	9	227	599	648	26	15	1524	1662
GRAND TOTAL	0	7	34	81	16	138	9	227	602	694	26	16	1574	1712

**No defects has been deployed and closed between
13th Dec and 9th January because of code freeze.**



Amendment Invoice Impacting Defects - Open

Open Amendment Invoice Impacting Defects

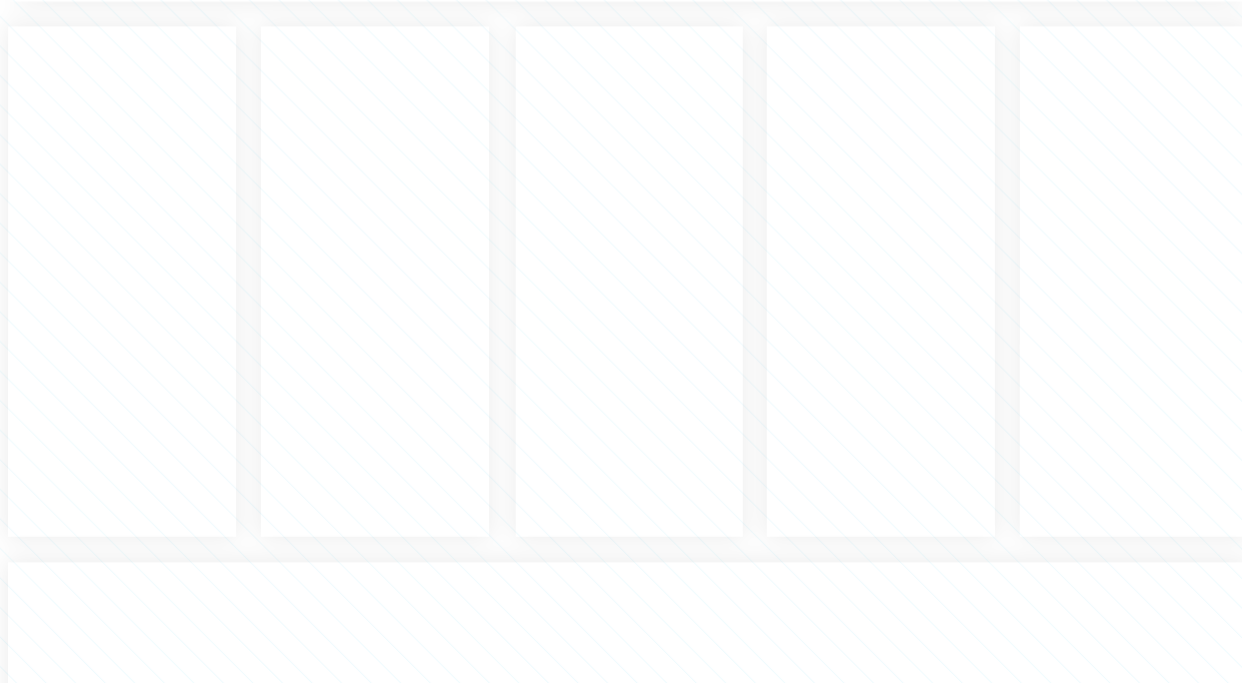
Defect ID	Status	Primary Business Process	Description
66624	DRS In Progress	READS - Reconciliation Process	(Priority Medium) When Shipper transfer is performed for a Prime site on D date and read is submitted by the outgoing shipper on D-1 day, the read is incorrectly loaded as an ACTIVE read
66623	DRS In Progress	READS - Read upload (NDM)	(Priority Medium)In Class 4 Prime-sub sites, When Shipper transfer is performed for sub site on D date followed by loading an actual read through read submission(RD1) file ,within transfer window(D to D+5), the transfer read estimation is not getting triggered
66584	UAT Execution	READS - Reconciliation Process	(Priority Medium) MR15 exceptions are created incorrectly when class change estimated reads (loaded during class change from 3 to 4) are replaced, while the next read is already present in class 4 period
66429	UAT Execution	READS - Reconciliation Process	(Priority Medium) SAP- For class 4 sites two variances are getting generated on the end of the month after rec

Amendment Invoice Impacting Defects - Open

66428	UAT Execution	READS - Reconciliation Process	(Priority High) Incorrect previous volume populated in UBR table when Replacement read is loaded on D+10 (Shipper transfer date) where Class change occurs from 4 to 3 on D date
66366	Ready for Internal Testing	RGMA - READS - Read upload (NDM)	(Priority Medium) UKLINK: SAP: RGMA: Incorrect last read date. Previous read date is populated incorrectly in UKLink for RGMA device exchange(FINX) or device removal(FINC) activity with the appointment date same as shipper move-in date for class 4 sites
64731	UAT Execution	RGMA - Asset Updates	(High Priority) SAP - RGMA: Transfer reads created incorrectly as non-opening read instead of opening & closing read. Rec and billing impact for Class 4 sites.
63690	Fix In Progress	READS - Read upload (DM)	(Medium priority) - Issue with the Class change re-estimation; whenever the previous Class is either Class 3 or 4, and the Read is received in the Class 2 period, the Class change estimated Read on the Class 2 start date does not get updated

10. Portfolio Delivery

- 10a. Portfolio Delivery Overview POAP



10a. Portfolio Delivery Overview POAP

- The POAP is available [here](#).

