DSC Delivery Sub Group

18th February 2019 at 10:30am
G.01, Xoserve Limited, Lansdowne Gate, 65 New Road, Solihull, B91 3DL

Meeting Minutes

Industry Attendees		
Elly Laurence	EDF Energy	EL
James Barlow	Npower	JB
Helen Bevan	Scottish Power	HB
Niall McPherson	First Utility	NM
Mark Jones	SSE	MJ

Xoserve Attendees	
Emma Smith (Chair)	ES
Rachel Taggart	RT
Chan Singh	CS
Eamonn Darcy	ED
Tom Lineham	TL
Matt Rider	MR
Simon Harris	SH
David Addison	DA
Jane Goodes	JG
Michael Payley	MP
Michele Downes	MD

1. Welcome and Introductions

Emma Smith (ES) started the meeting and informed all attendees of the following agenda:

Link to DSG Presentation Pack

2. Meeting's Minutes – 04th February 2019

ES asked for feedback on the minutes for the previous Delivery Sub-Group (DSG) occurrence; no comments were received. The minutes were approved.

3. Defects Update

3a. AQ Defects

Eamonn Darcy (ED) confirmed that AQ defects remain on target to fix all as per last DSG meeting update. There are 2 new defects which will not be included in the 1st April fix. Defect 1073 will require input from Shippers in order to the correct the data, we will advise the approach for this by emailing each shipper. New webpage on Xoserve website has gone live to inform customers on defects.

3b. Defect Dashboard

ES advised that defect dashboard has been added for DSG members to view.

3c. Reconciliation following a Site Visit Read (Check Read) over the period of a Class Change

This defect and options were discussed at the last meeting, Michele Downes (MD), agreed a decision to be made at this meeting on the preferred option. James Barlow (JB) and Niall McPherson (NM) both confirmed they were happy to go with Option 1. ES recommended sending out our recommendation in an extraordinary solution change pack to get a wider view.

Action: Create an extraordinary Change Pack with Xoserve's recommended solution for Defect - Reconciliation following a Site Visit Read (Check Read) over the period of a Class Change.

4. Portfolio Delivery Overview POAP

ES gave an update on RAASP and that they are hoping for some information at the next meeting. Minor release drop 4, planned in July, is still to be confirmed due to resources. ES confirmed that there are no changes on the R&N slides.

November 19 Change Pack will be sent out in May. February 19 Release went in on Friday1st March. Continued planning for June 19 Release and EUC Release.

ES explained that with the Unallocated Changes, currently in Capture, we are starting to add an indicative release date. This will help early planning of Releases and prioritisation.

Action – Can allocated Change on the R&N slides be put in Release order.

5. Major Release Update

5a. Release 3

Tom Lineham (TL) confirmed that Release 3 Track 1 is now complete. Track 2, PIS in progress and due to conclude by end of this week. There were 5 minor defects, 4 have been deployed and 1 to be deployed at the end of the week. Coming to the end and will publish the closure report and take to ChMC in April.

5b. Feb 2019

Minor release Drop 3 successfully implemented. There are no issues identified and PIS is ongoing.

5c. June 2019

Matt Rider (MR) stated that the design completed for approval. Traceability exercise to track all scenarios, on track to complete on Friday. Build due to complete by Friday 15th March. MR stated that overall the Release in on track with a highlighted risk due to the environment and resources; although there is weekly monitoring of SME resource. MR highlighted that PIS has been flagged as amber due to time being too short.

5d. September 2019 – EUC

MR stated that the EUC Release update is similar to June. An extra week to has been added to the build. The implementation has been split and propose part A go live in August and Part B go live in September. ChMC to approve dates. Risk is amber due to environment and resources. PIS highlighted as amber, and currently working with supplier to see what PIS looks like. Internal testing being completed and should not affect timelines.

6. New Change Proposals (For Ratification of the Prioritisation Scores)

No changes for this meeting

7. Change Proposal Initial View Representations

7a. XRN4645 - The rejection of incrementing reads submitted for an Isolated Supply Meter Point (RGMA flows)

David Addison (DA) had hoped to come back with scenarios. However the scenario's given were beyond the scope of XRN4645 and missing solution options. DA didn't want to come with a view of problems without having proposed solutions. Apologies for having to defer for another couple of weeks.

8. Undergoing Solution Options Impact Assessment Review

8a. Action Ref: 1204 - XRN4801 – Additional Information to be made available on DES

Simon Harris (SH) gave a brief overview of slides 39-43 detailing the background, data items and rationale which included the additional items and requirements from XRN4674 and XRN4676. SH stated that there were no objections from last DSG and confirmed that he can progress into formal capture and look at solution options. Part of the solution would be how to prioritise and implement working with SME's to understand any complications in getting data from UKL into BW but once this has been completed, SH will bring solutions options back to a future DSG.

8b. XRN4853 - UIG Recommendation 3.1 option 5 - Interim process to monitor & manually load rejected reads into UK Link where the read was rejected for reason code MRE00458 only.

Removed

8c. Action Ref: 19 – 0210 - XRN4738 - Shipper Portfolio Update of Proposed Formula Year AQ/SOQ

SH requested to formalise the agreement of using solution option 3 and no other details needed adding. Regarding data items, we will add incoming/outgoing Shippers and consider any data on the API that may not be needed.

SH confirmed with DSG members to take it forward as it is to get costing, bring back to DSG then and put into a solution Change Pack

9. Solution Options Impact Assessment Review Completed

9a. XRN4789 - Updating Shipper Reporting Packs and glossary

Jane Goodes (JG) gave overview of the change. The Glossary is in flight, with a positive response from the proposer. The proposed format is very simple in a word document with version control. JG expressed the example is to show the proposed format and to ignore the content as this would need SME input. The document is to be meaningful to the user in the how, what and why. JG stated that there are discussions on having the link to the website as to how to resolve issues.

Elly Laurence (EL) requested if there would be extract period included e.g. Communitive report from ** date to **date, or ran monthly on ** date. JG to check with the SME and add where applicable.

The SME looking into the solution of the reporting is looking to change to Class rather than AQ banding. Solution option the Architect has suggested is to redesign using a Tab per topic with a summary on page. The full HLSO can be viewed on slide 52 which will cost approximately £20K

EL queried whether there was any overlap between this change and any other tool. JG and ES are looking into all changes to see where value change can be completed now in a timelier manner than other changes in progress. Need to look at all changes before confirming. In regards to EL question to inform multiple teams when sample reports available; ES stated to work with the Data Office to get plan to see how big this is, and where there are cross overs. Will keep working on this and bring back to DSG with timelines and sample reports.

Action: Can DSG review the Glossary format and give feedback for next meeting. Related to XRN4789 - Updating Shipper Reporting Packs and glossary

10. Miscellaneous

10a. XRN4867 – Sites due or have crossed the DM

JG gave an overview of the change and the requested action given to DSG from the last meeting. JG explained that the added Data Items have been highlighted in slide 56 in red. JG confirmed that this has been signed and waiting for a view of what the report will look like and if we can add in the extra data items.

10b. XRN4868 – Class1, Class 2 read rejections – UIG recommendation

JG gave an overview of the change and the requested action given to DSG from the last meeting. JG explained that the added Data Items have been highlighted in slide 56 in red which include items added from the Task force. JG confirmed that this has been signed and waiting for a view of what the report will look like.

10c. XRN4851 - Moving Market Participant Ownership from SPAA to UNC/DSC

DA stated that from November 19, Xoserve have to give Ofgem Market Participant Identities for the CSS programme. With the introduction of REC version 2 CDSP will be responsible for

Gas Market Participant data. There will be some impacts to UKLink however it will be down to CDSP and not SPAA to supply Market Participants ID. The UNC Mod will be raised for March UNC Panel. DA highlighted that a portfolio reconciliation exercise was underway between the SPAA listings and those already in UK Link systems. 107 discrepancies have been identified. Some are very simple to resolve e.g. 40 map IDs that can be loaded to UKLink once an application is received. There are more complex scenarios where CDSP / UNC have rules granting ID where legal entities, whereas, SPAA had provided short codes where licences had not been granted, or the application wasn't for a legal entity applied.

Xoserve have written to parties (where we have been able to track down contact details!). Conclusion of this exercise is needed by end of November to get to CSS.

DA went on to say the next stage (for which he will seek views from DSG) is how to get CDSP Mastered Market Participant Id data out to all. Responsibility is planned as part of the February 20 in a UKLink Release. This will be a nominal release with limited system impacts. Proposal from the working group is from 2020 to try to honour the existing format – unless there are reasons not to do so. DA is worried about our commitment as there are fields in the SPD that look like they are not best controlled via MDD – e.g. MAP / MAM relationships and SPAA do not try to master Trader User role types.

With CSS implementation looking at system flows from UKL to CSS, consideration as to flows to Users / other Market Participants will need to be considered.

EL fed back to change pack and concerned on process and how will work within a monthly cycle. DA gave details what had been discussed in the workgroup – such as representation opportunity, approval at a Change Board, publication in advance of go live about a week notice before publication

Action – DA to send out the Guidance doc from the MOD. (Completed and added to the DSG documents on 4th March)

11. JMDG/MIS Overview

ES advised that the slides have been added for DSG members to view as no change. There will be an update at the next DSG meeting.

12. Action Updates

All DSG actions can be found on the relevant event page on Xoserve.com, including the 4 new actions that were raised during this meeting:

Action Log

13. AOB

13a. XRN4857 – Report Review

JG gave an update stating that this change is currently in the mobilisation stage to progress into analysis with KPMG (3rd Party). JG conducted a session with the Data Office to look at what both customers and Xoserve require. There is a workshop planned with KPMG on how they will progress and rationalise the report. JG will expect to be at workshop and Keep DSG updated and push for a plan.

13b. CSSC update

Michael Payley (MP) stated that there have been a number of extraordinary DSG work groups meetings. The final workshop is planned on Thursday 7th March to go through the decisions and final output, to go into detailed design. The BRD is currently being finalised to include updated heat map and updated To Be process models and be published on our website. Slide 79 gives a breakdown of the categories that have been looked at through the workshops.

Next steps are to move into detailed design which is planned for 6 months. Priority looking at work not dependant on 3rd party work. Once the planned detailed design is complete we will share with the wider industry. Data cleansing continued to be discussed as part of the Ofgem work group with current main topic being plot addresses. MP thanked all for support in High level design and will continue work with you on detailed design.

Documentation is going through internal review and will look to get published today.

Other AOB

ES has put together a timeline of reporting to support XRN4790 Introduction of Winter Read/Consumption Reports and Associated Obligations (MOD0652)

ES went through the timeline stating the first report issued out in December who didn't get a read in November. Second is a PAC report in February, which Informs PAC who had no read. Third report in early April is where there was no read in March. Forth is another PAC report which Informs PAC who had no read again. The Winter Consumption is also calculated T50/T51 to users. Then another PAC report sent. The last 2 reports in October Period send corrected read and then PAC report where not been corrected. Notification is in the MOD and will go out in solution Change Pack in March.

Finally ES stated that as good business practice and to reduce size of email and make sure correct documentation we will send out communications with links to the Website rather than attaching the documents e.g. Agenda comms.

This was the end of March 4th DSC Delivery Sub Group meeting.

Next Meeting: **18th March 2019**

If you have any questions relating to the above meeting minutes, please email **uklink@xoserve.com**