








UNC Request Workgroup Report	At what stage is this document in the process?
<h1>UNC 0630R:</h1> <h2>Review of the consequential changes required in UNC as a result of the Ofgem Switching Programme</h2>	<div> <div>01 Request</div> <div>02 Workgroup Report</div> <div>03 Final Modification Report</div> </div>
<p><b>Purpose of Request:</b></p> <p>To create a Workgroup to conduct a review and assessment of the consequential impacts to the UNC, DSC and associated UK Link processes as a result of the Ofgem Switching Programme (OSP). This would identify and consider changes that are required to UNC arrangements and UK Link processes that are not going to be directly considered by the OSP.</p>	
	<p>The Workgroup recommends that the Panel now consider the recommendations in this report.</p>
	<p>High Impact: Transporters, Shipper Users and CDSP</p>

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<b>4 Modification(s)</b>	<b>8</b>	
<b>5 Recommendation</b>	<b>9</b>	 <b>0121 288 2107</b>
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This report will be presented to the Panel on 16 May 2019.		 <b>Gurvinder.Dosanjh@cadentgas.com</b>
The panel will consider whether the Request should be closed.		 <b>07773 151 572</b>
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## 1 Request Summary

### Why is the Request being made?

The Ofgem Switching Programme (OSP) has been formed to introduce a programme of work to develop a faster, more reliable switching service for end consumers to switch Supplier. A dual fuel Central Switching Service (CSS) will be established to facilitate the Supplier initiated switching process. Presently the switch event is proposed as being a minimum 5 Business Days with a glide path to next calendar day switching in the future.

The CSS introduces the switch event between Suppliers but will result in additional impacts and consequential changes, for example impacts to file flows to and from UK Link and Shipper User systems.

Out of scope of the OSP is:

- Gas settlement (and its supporting activities)
- The Supply Point Register and the processes by which relevant data is maintained
- Meter Point Reference Number (MPRN) creation (leading to the corresponding record on the Central Switching System), this is retained by GTs and iGTs
- Supply Meter Points connected directly to the National Transmission System (NTS)

The OSP and CSS will require changes to existing UNC arrangements and supporting processes. The purpose of this Request Proposal is to create a Workgroup to identify and understand the consequential changes that may be required to the UNC and or DSC and to explore the solution options that may be available.

### Scope

The Workgroup is asked to assess the consequential changes to UNC, DSC and associated UK Link processes as a result of the OSP.

The Workgroup will address consequential impacts including, but not limited to:

- How Shipper Users can obtain and process, UK Link data items currently submitted to the CDSP at a change of Shipper User event. For example – Supply Point Class, Daily Capacity (SOQ), Hourly Capacity (SHQ), Meter Reading Frequency and Market Sector flag.
- How Shipper Users may obtain details of relevant transportation charges. The CSS switch event does not envisage the use of the Supply Point Nomination process.
- How to manage a Capacity Referrals as part of a switch.
- The timing of the transfer of information between UK Link and Gemini. A switch could occur as late as D-1 at 17:00 however the transfer of switching information from UK Link to Gemini currently takes place at D-2.
- The timing of initial daily NDM Output Nominations (per Shipper User) generated by National Grid on behalf of Shipper Users. These are currently required by 14:00 on D-1 (UNC TPD C1.2 and C1.5) however a Shipper User's NDM position (as a consequence of Supplier switching activity) may not be 'finalised' until D-1 at 17:00.

- There is a requirement for a Shipper User and Supplier (and possibly Transporter) relationship table to be maintained that will facilitate the appointing and de-appointing of Shipper Users. It is likely that this will be administered within UK Link.
- The management of an event where the Supplier changes Shipper User. In this scenario the customer does not switch and the Supplier remains the same, but the Supplier updates the CSS with their new Shipper User details.
- How and when the incoming Shipper User is provided with the latest recorded Meter Information onto UK Link in order to validate the Opening Meter Reading before submission.
- The CSS will be the source of the RDP file to the DCC. The RDP file is a portfolio extract of gas registration data - used by the DCC to allow access control requests to smart meters. This may impact the Smart Energy Code (SEC); therefore any relevant cross code impacts should be considered including, for example, the Supply Point Administration Agreement (SPAA) and the iGT UNC.
- The recording of the MAP identity against the Supply Meter.
- The recording of Emergency Contact details.
- Any additional consequential UNC or DSC impacts that occur as a result of the Ofgem Switching Programme.

## Impacts & Costs

Costs associated with the Request Proposal are expected to be limited to those incurred by parties in the course of conducting any system/process impact assessments should these be necessary.

## Recommendations

The principal objective of the Request is to consider the consequential changes of the OSP and the extent to which they impact on the UNC, DSC, and relevant UK Link processes. This would ensure identification of any impacts and possible solutions can be undertaken to ensure timely delivery in line with implementation of the Ofgem Switching Programme.

## Additional Information

None identified.

## 2 Impacts and Costs

### Consideration of Wider Industry Impacts

There is potential for cross code impacts as a result of the OSP which can be considered as part of this Request Proposal.

### Impacts

Impact on Central Systems and Process	
Central System/Process	Potential impact
UK Link	<ul style="list-style-type: none"><li>• Impacted</li></ul>
Operational Processes	<ul style="list-style-type: none"><li>• Impacted</li></ul>

Impact on Users	
Area of Users' business	Potential impact
Administrative and operational	<ul style="list-style-type: none"> <li>Impacted</li> </ul>
Development, capital and operating costs	<ul style="list-style-type: none"> <li>Impacted</li> </ul>
Contractual risks	<ul style="list-style-type: none"> <li>Impacted</li> </ul>
Legislative, regulatory and contractual obligations and relationships	<ul style="list-style-type: none"> <li>Impacted</li> </ul>

Impact on Transporters	
Area of Transporters' business	Potential impact
System operation	<ul style="list-style-type: none"> <li>Not impacted</li> </ul>
Development, capital and operating costs	<ul style="list-style-type: none"> <li>Not impacted</li> </ul>
Recovery of costs	<ul style="list-style-type: none"> <li>Not impacted</li> </ul>
Price regulation	<ul style="list-style-type: none"> <li>Not impacted</li> </ul>
Contractual risks	<ul style="list-style-type: none"> <li>Impacted</li> </ul>
Legislative, regulatory and contractual obligations and relationships	<ul style="list-style-type: none"> <li>Impacted</li> </ul>
Standards of service	<ul style="list-style-type: none"> <li>Not impacted</li> </ul>

Impact on Code Administration	
Area of Code Administration	Potential impact
Modification Rules	<ul style="list-style-type: none"> <li>Potential Impact</li> </ul>
UNC Committees	<ul style="list-style-type: none"> <li>Potential Impact</li> </ul>
General administration	<ul style="list-style-type: none"> <li>Impacted</li> </ul>
DSC Committees	<ul style="list-style-type: none"> <li>Potential Impact</li> </ul>

Impact on Code	
Code section	Potential impact
TPD B, E, G, H, M, S, etc	<ul style="list-style-type: none"> <li>Impacted</li> </ul>

Impact on UNC Related Documents and Other Referenced Documents	
Related Document	Potential impact
Network Entry Agreement (TPD I1.3)	<ul style="list-style-type: none"> <li>Not impacted</li> </ul>

Impact on UNC Related Documents and Other Referenced Documents	
General	Potential Impact
Legal Text Guidance Document	<ul style="list-style-type: none"> <li>• Potential Impact</li> </ul>
UNC Modification Proposals – Guidance for Proposers	<ul style="list-style-type: none"> <li>• Potential Impact</li> </ul>
Self Governance Guidance	<ul style="list-style-type: none"> <li>• Potential Impact</li> </ul>
TPD	<ul style="list-style-type: none"> <li>• Potential Impact</li> </ul>
Network Code Operations Reporting Manual (TPD V12)	<ul style="list-style-type: none"> <li>• Not impacted</li> </ul>
UNC Data Dictionary	<ul style="list-style-type: none"> <li>• Impacted</li> </ul>
AQ Validation Rules (TPD V12)	<ul style="list-style-type: none"> <li>• Not impacted</li> </ul>
AUGE Framework Document	<ul style="list-style-type: none"> <li>• Not impacted</li> </ul>
Customer Settlement Error Claims Process	<ul style="list-style-type: none"> <li>• Not impacted</li> </ul>
Demand Estimation Methodology	<ul style="list-style-type: none"> <li>• Not impacted</li> </ul>
Energy Balancing Credit Rules (TPD X2.1)	<ul style="list-style-type: none"> <li>• Potential Impact</li> </ul>
Energy Settlement Performance Assurance Regime	<ul style="list-style-type: none"> <li>• Potential Impact</li> </ul>
Guidelines to optimise the use of AQ amendment system capacity	<ul style="list-style-type: none"> <li>• Not impacted</li> </ul>
Guidelines for Sub-Deduct Arrangements (Prime and Sub-deduct Meter Points)	<ul style="list-style-type: none"> <li>• Not impacted</li> </ul>
LDZ Shrinkage Adjustment Methodology	<ul style="list-style-type: none"> <li>• Not impacted</li> </ul>
Performance Assurance Report Register	<ul style="list-style-type: none"> <li>• Not impacted</li> </ul>
Shares Supply Meter Points Guide and Procedures	<ul style="list-style-type: none"> <li>• Not impacted</li> </ul>
Shipper Communications in Incidents of CO Poisoning, Gas Fire/Explosions and Local Gas Supply Emergency	<ul style="list-style-type: none"> <li>• Not impacted</li> </ul>
Standards of Service Query Management Operational Guidelines	<ul style="list-style-type: none"> <li>• Not impacted</li> </ul>
Network Code Validation Rules	<ul style="list-style-type: none"> <li>• Not impacted</li> </ul>
OAD	Potential Impact
Measurement Error Notification Guidelines (TPD V12)	<ul style="list-style-type: none"> <li>• Not impacted</li> </ul>

Impact on UNC Related Documents and Other Referenced Documents	
EID	Potential Impact
Moffat Designated Arrangements	<ul style="list-style-type: none"> <li>Not impacted</li> </ul>
IGTAD	Potential Impact
	<ul style="list-style-type: none"> <li>Not impacted</li> </ul>
DSC / CDSP	Potential Impact
Change Management Procedures	<ul style="list-style-type: none"> <li>Potential Impact</li> </ul>
Contract Management Procedures	<ul style="list-style-type: none"> <li>Potential Impact</li> </ul>
Credit Policy	<ul style="list-style-type: none"> <li>Potential Impact</li> </ul>
Credit Rules	<ul style="list-style-type: none"> <li>Potential Impact</li> </ul>
UK Link Manual	<ul style="list-style-type: none"> <li>Impacted</li> </ul>

Impact on Core Industry Documents and other documents	
Document	Potential impact
Safety Case or other document under Gas Safety (Management) Regulations	<ul style="list-style-type: none"> <li>Not impacted</li> </ul>
Gas Transporter Licence	<ul style="list-style-type: none"> <li>Not impacted</li> </ul>

Other Impacts	
Item impacted	Potential impact
Security of Supply	<ul style="list-style-type: none"> <li>Not impacted</li> </ul>
Operation of the Total System	<ul style="list-style-type: none"> <li>Not impacted</li> </ul>
Industry fragmentation	<ul style="list-style-type: none"> <li>Not impacted</li> </ul>
Terminal operators, consumers, connected system operators, suppliers, producers and other non code parties	<ul style="list-style-type: none"> <li>Not impacted</li> </ul>

## 3 Terms of Reference

### Background

To conduct a review of the consequential changes of the OSP on the UNC and UK Link processes.

### Topics for Discussion

- Understanding the objective
- Assessment of alternative means to achieve objective
- Development of Solution (including business rules if appropriate)
- Assessment of potential impacts of the Review Proposal
- Assessment of implementation costs of any solution identified during the Request process

### Outputs

Produce a Workgroup Report for submission to the Modification Panel, containing the assessment and recommendations of the Workgroup including a draft modification(s) where appropriate.

### Composition of Workgroup

The Workgroup is open to any party that wishes to attend or participate.

A Workgroup meeting will be quorate provided at least two Transporter and two User representatives are present.

### Meeting Arrangements

Meetings will be administered by the Joint Office and conducted in accordance with the Code Administration Code of Practice.

## 4 Modification(s)

No Draft Modifications were put forward for Workgroup consideration.

### Legal Text Considerations

Although no Modifications were required as a consequence of this requested review by Workgroup 0630R, the Workgroup was used as a vehicle to consider the draft Legal Text that was to be submitted to Ofgem to meet the requirements of the Switching Programme. The Legal Text is to be considered and consulted upon by the Switching Programme and not via a UNC Modification.

In addition, a Business Requirements Document (BRD) has been developed by Xoserve to set out the changes needed to meet the requirements of the Switching Programme.



## 5 Recommendation

The Workgroup invites the Panel to:

- Consider the recommendations in the report:
- DETERMINE that Request 0630R should be closed.

### Recommendations

- 1 That the Code Administrator, Transporters and Panel are requested to consider and agree the most appropriate way to manage changes to Legal Text once this has been established by the Switching Programme.

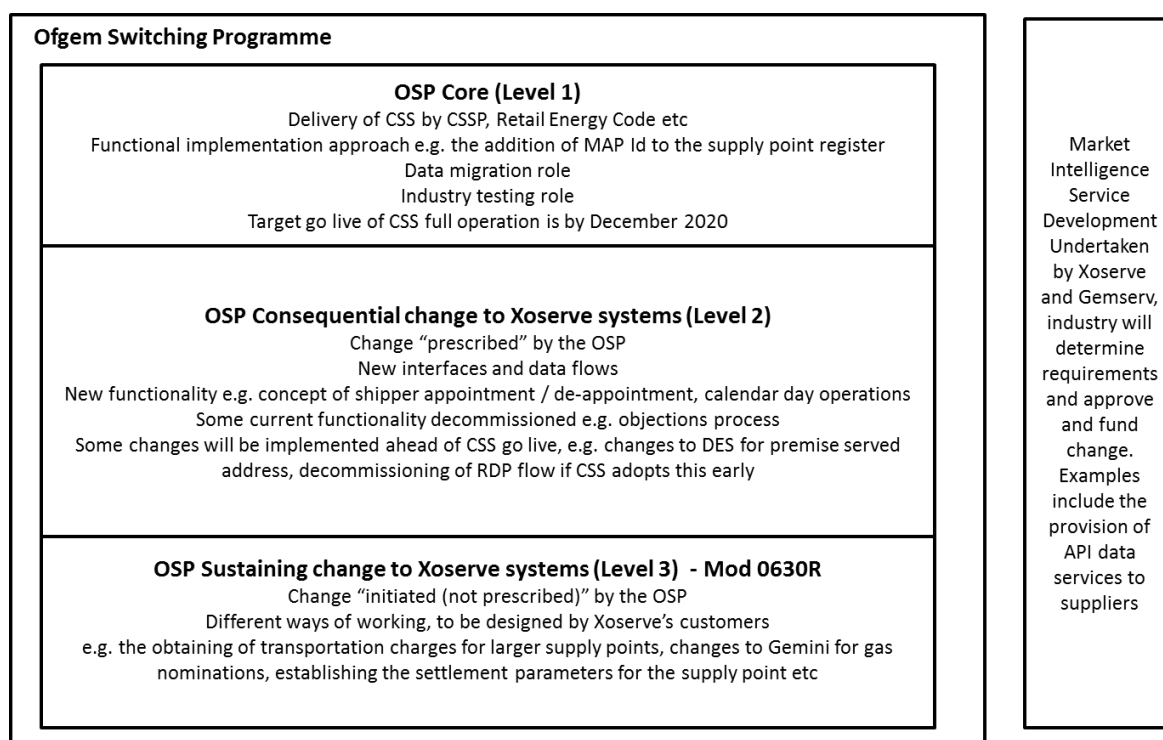
This should include consideration of:

- Potential changes to the Modification Rules needed to manage transition and driven by the Switching Programme;
  - Changes to Modification Templates to consider potential impacts on the Switching Programme Legal Text;
  - Review the Significant Code Review rules to ensure their suitability;
  - Management of Legal Text and the impacts of other Modifications prior to implementation/effective date of Switching Programme Legal Text;
  - Review Guidance documents for proposers to ensure they are clear on the options for change due to the impacts of the Switching Programme;
  - Identify any potential impacts on DSC Change and Contract procedures.
- 2 Publication of associated documents by the Code Administrator and Xoserve
    - The Code Administrator is to establish a publication page for the Legal Text required for the Switching Programme;
    - Consideration is to be given to publishing the approved version of the Switching Programme Legal Text and subsequent versions where changes have been approved;
    - The associated BRD is to be published on the Xoserve website and included any revisions.
    - Consideration is to be given to publishing the BRD on the Code Administrator website or the publication of a direct link to the Xoserve website.
  - 3 Consideration of the Change process
    - Proposers and Workgroups should be asked to assess if a Modification is likely to have one of the following impacts:
      - Proposals to be effective up to Switching Programme implementation (transitional impact);

- Proposals to be effective up to the Switching Programme implementation date and after with a direct impact on the Switching Programme Legal Text (transitional and enduring impacts);
- Proposals to be effective after Switching Programme implementation date with a direct impact on the Switching Programme Legal Text (enduring impact);

#### 4 Business Requirements Outline

A Business Requirements Document - Ofgem Switching Programme, Sustaining Change to Xoserve Systems, has been published alongside this report. This document provides an overview of the Ofgem Switching Programme as illustrated in the diagram below:



The BRD also provides details of the Xoserve processes impacted by the OSP and contains a record for each topic area investigated by the Workgroup. The record indicates whether the impacted area is a level 1, level 2 or level 3 change and for level 3 changes, requirements, solution options, timescales, etc. have been specified.

It was anticipated that 0630R would review all topics at level 3; with level 1 and 2 changes being picked up by other Xoserve OSP project teams. However, through the course of assessing the BRD it has become apparent that the level 3 changes should be considered alongside the Consequential OSP changes (levels 1 and 2). As a result of this it has been agreed to close 0630R and for the BRD document to be driven forward through the Xoserve project team under separate governance.