DSC Change Proposal Document

Customers to fill out all of the information in the sections coloured

Xoserve to fill out all of the information in the sections coloured

# A1: General Details

|  |  |
| --- | --- |
| Change Reference: | XRN4994 |
| Change Title: | PAFA Contract Extension 2019/20 |
| Date Raised: | 30/07/2019 |
| Sponsor Representative Details: | Organisation: | Xoserve |
| Name: | Fiona Cottam |
| Email: | Fiona.Cottam@xoserve.com |
| Telephone: | 0121 623 2695 |
| Xoserve Representative Details: | Name: | Fiona Cottam |
| Email: | Fiona.Cottam@xoserve.com |
| Telephone: | 0121 623 2695 |
| Business Owner: | Fiona Cottam |
| Change Status: | [x]  Proposal | [ ]  With DSG | [ ]  Out for Review |
| [ ]  Voting | [ ]  Approved | [ ]  Rejected |

# A2: Impacted Parties

|  |  |  |
| --- | --- | --- |
| Customer Class(es): | [x]  Shipper | [ ]  Distribution Network Operator |
| [ ]  NG Transmission | [ ]  IGT |
| [ ]  All | [ ]  Other <Please provide details here> |
| Justification for Customer Class(es) selection | PAFA Service is covered in the DSC Direct Services – Code Services, Service Area 3, which is 100% funded by Shippers. |

# A3: Proposer Requirements / Final (redlined) Change

|  |  |
| --- | --- |
| Problem Statement: | Uniform Network Code by Modification 0506V: Gas Performance Assurance Framework and Governance Arrangements introduced the new role of an independent Performance Assurance Framework Administrator (PAFA) to the Gas Industry. The Administrator’s role is to support the Performance Assurance Committee (PAC) with reporting, risk management and provision of settlement expertise. The provision of a PAFA service is a CDSP Direct Service under Service Area 3: “Record/Submit Data in Compliance with UNC”.Xoserve undertook a regulated competitive selection process in 2017, with support from Gas Industry participants, and Gemserv was appointed to the role of PAFA on 30 June 2017. The governance arrangements for PAFA as set out in the “Performance Assurance Framework Document” specify a two year initial appointment period, with the option of a further one year extension.The initial term of the PAFA expired at the end of June 2019, and after consulting with the UNC Performance Assurance Committee as to whether to extend the contract or make a new appointment, Xoserve negotiated a contract extension with Gemserv. |
| Change Description: | As the end of the initial two year term approached, Xoserve negotiated the terms of the one year extension. The scope of PAFA role has increased since the original appointment, with the PAC members requesting more involved of the PAFA in matters relating to Unidentified Gas and related UNC Modification Proposals. This increase is reflected in the higher costs for 2019/20. The alternative option of commencing a new competitive selection would have resulted in a gap in service of around 9 months whilst a procurement was undertaken. |
| Proposed Release: | Adhoc with effect from 01/07/2019 |
| Proposed Consultation Period: | [ ]  10 Working Days | [ ]  15 Working Days |
| [ ]  20 Working Days | [x]  No further consultation proposed, as this is the extension of an existing service  |

# A4: Benefits and Justification

|  |  |
| --- | --- |
| Benefit Description: | The key benefit of extending this contract is continuity of service by the existing PAFA for one further year and their ability to support gas industry performance improvement.  |
| *What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?* |
| Benefit Realisation: | Benefits will be realised across the period July 2019 to June 2020, in terms of the continuity of service. Benefits in terms of improved settlement accuracy and/or timeliness of meter point reconciliation may be seen beyond that date, if improvements achieved by PAFA involvement are sustained. |
| *When are the benefits of the change likely to be realised?* |
| Benefit Dependencies: | None identified. Gemserv have indicated their agreement to the extension and to continuing in the role for a further 12 months. |
| *Please detail any dependencies that would be outside the scope of the change, this could be reliance on another delivery, reliance on some other event that the projects has not got direct control of.* |

# A5: Final Delivery Sub-Group (DSG) Recommendations – Removed (see Section C for DSG recommendations)

# A6: Service Lines and Funding

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| --- | --- |
| Service Line(s) Impacted - New or existing  | Existing: DS-CS SA3 – 10: Performance Assurance - Appointment of an organisation to the position of Performance Assurance Framework Administrator |
| Level of Impact | Minor – allows continued compliance with the requirement, with minor increase in scope |
| If None please give justification | N/A |
| Impacts on UK Link Manual/ Data Permissions Matrix  | None |
| Level of Impact | None |
| If None please give justification  | No UKLink data flows result from this service |
| Funding Classes: | Customer Classes/ Funding | Delivery of Change | On-going Budget Amendment  |
| [x]  Shipper | 100% | 100% |
| [ ]  National Grid Transmission | 0% | 0% |
| [ ]  Distribution Network Operator | 0%  | 0% |
| [ ]  IGT | 0% | 0% |
| [ ]  Other <please specify> | 0% | 0% |
| ROM or funding details: | N/A |
| Funding Comments: | Service is 100% Shipper funded as per DSC Charging Statement |

# A7: ChMC Recommendation

|  |  |  |  |
| --- | --- | --- | --- |
| Change Status: | [ ]  Approve | [ ]  Reject | [ ]  Defer |
| Industry Consultation: | [ ]  10 Working Days | [ ]  15 Working Days |
| [ ]  20 Working Days | [ ]  Other [Specify Here] |
| Expected date of receipt for responses (to Xoserve) | XX/XX/XXXX |

|  |  |  |
| --- | --- | --- |
| DSC Consultation Issue: | [ ]  Yes | [ ]  No |
| Date Issued: | Click here to enter a date. |
| Comms Ref(s): |  |
| Number of Responses: |  |

# A8: DSC Voting Outcome

|  |  |  |
| --- | --- | --- |
| Solution Voting: | [ ]  Shipper | Please select. |
| [ ]  National Grid Transmission | Please select. |
| [ ]  Distribution Network Operator | Please select. |
| [ ]  IGT | Please select. |
| Meeting Date: | Click here to enter a date. |
| Release Date: | Release: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY or NA |
| Overall Outcome: | [ ]  No | [ ]  Yes | If [Yes] please specify <Release> |

Please send the completed forms to: box.xoserve.portfoliooffice@xoserve.com

Version Control

# Document

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Version | Status | Date | Author(s) | Remarks |
| 1 | For consideration at July Change Management Committee | 30/07/2019 | Fiona Cottam |  |

# Template

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| --- | --- | --- | --- | --- |
| Version | Status | Date | Author(s) | Remarks |
| 3.0 | Superseded | 17/07/2018 | Emma Smith | Template approved at ChMC on 11th July 2018 |
| 4.0 | Superseded | 07/09/2018 | Emma Smith | Minor wording amendments and additional customer group impact within Appendix 1 |
| 5.0 | Superseded | 10/12/2018 | Heather Spensley | Template moved to new Word template as part of Corporate Identity changes. |
| 6.0 | Approved | 12/12/2018 | Simon Harris | Cosmetic changes made. Approved at ChMC on the 12th December 2018. |
| 6.1 | In Draft | 26/03/2019 | Richard Johnson/ Alison Cross | The following minor changes were made:* Inclusion of an All ‘Impacted Parties’ option in A2
* Justification section added to section A2
* Change Description replaced with Problem Statement in section A3
* Remove ‘X’ in Release information (sections A3, A5, A7, C1 and G8)
* Updated Service Line and UK Link impacts and funding section (A6) to include further detail
* Amended questions 3 and 4 in section B
* Added Service Line/UK link Assessment in section D
* Removed Section A5
 |
| 6.2 | For approval | 14/05/2019 | Alison Cross | Following review at DSC Governance review group re-added Change Description text box |
| 7.0 | Approved | 13/06/2019 | Richard Johnson | DSC Governance Review Group changes to the template approved at Change Management Committee on 12th June 2019 |