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: | XRN5014 | | | |
| Change Title: | Facilitating HyDeploy2 Live Pilot | | | |
| Date Raised: | 03/09/2019 | | | |
| Sponsor Representative Details: | Organisation: | Northern Gas Network | | |
| Name: | Helen Chandler | | |
| Email: | hchandler@northerngas.co.uk | | |
| Telephone: | 0113 397 5471 | | |
| Xoserve Representative Details: | Name: | Steve Pownall | | |
| Email: | Steve.pownall@xoserve.com | | |
| Telephone: | 0121 229 2671 | | |
| Business Owner: |  | | |
| Change Status: | Proposal | | With DSG | Out for Review |
| Voting | | Approved | Rejected |

# A2: Impacted Parties

|  |  |  |
| --- | --- | --- |
| Customer Class(es): | Shipper | Distribution Network Operator |
| NG Transmission | IGT |
| All | Other <Please provide details here> |
| Justification for Customer Class(es) selection | Shippers within the HyDeploy2 Live Pilot area will be impacted. NGN is facilitating the HyDeploy2 Live Pilot. | |

# A3: Proposer Requirements / Final (redlined) Change

|  |  |  |
| --- | --- | --- |
| Change Statement: | NGN is seeking to identify a means of ensuring that the impacted properties’ AQs can be managed so as not to increase the amount of energy requiring to be purchased by the shippers at the affected meter points. | |
| Change Description: | NGN (and Cadent) is working in partnership on the HyDeploy2 Project to blend up to 20 vol% (6% by energy) hydrogen into isolated pilot areas on each of their networks. This Innovation Project is entering into Phase 2 which will involve two trials on small sections of live gas network(s)  The Project Team has selected discrete area within the NGN network, which can be isolated, on which to undertake the HyDeploy2 Live Pilot and the commercial impacts of the hydrogen blend will need to be managed through the CDSP Central Systems.  The consumers at the properties impacted will be engaged directly by a dedicated NGN team – there are approximately 670 largely domestic properties involved. The first live pilot is scheduled to commence in Quarter 4, 2020 and will run for a period of 10 months.  The use of the hydrogen blend will result in a lower calorific value being passed through the consumers meter compared to natural gas; the exact calorific value being received by the isolated trial area will be monitored throughout the trial.  As the project is limited in scale and duration it is *not proposed* that a new energy entry point is created to enter the hydrogen blend. This will result in the properties affected being billed using the FWACV for a wider area. The impact of the hydrogen blend will cause a greater volume of gas to need to pass through each meter to create the energy (content) required to operate appliances. As a result of the larger volume it is likely that when meter reads are submitted by shippers this will result in an artificially inflated AQ being calculated which will in turn impact the settlement values for these properties.  NGN is seeking to identify a means of ensuring that the impacted properties AQs can be managed so as not to increase the amount of energy requiring to be purchased by the shippers at the affected meter points. During discussions with the HyDeploy team it was clear that there may be more than one way to achieve the desired impact, but a more detailed understanding of Xoserve systems and processes is required to establish the most appropriate solution.  **Potential solution:**    For those MPRNs within the HyDeploy2 Live Pilot, for the duration of the Pilot (10 months);   * Introduction of an ‘AQ Backstop’ process * Fix the MPRN AQ * Introduction of a flag to identify the MPRNs * Post Live-Pilot reconciliation of energy consumption | |
| Proposed Release: | Release: Feb/Jun/Nov XX or Adhoc DD/MM/YYYY | |
| Proposed Consultation Period: | 10 Working Days | 15 Working Days |
| 20 Working Days | Other [Specify Here] |

# A4: Benefits and Justification

|  |  |
| --- | --- |
| Benefit Description: | Longer term, HyDeploy2 supports move to UK Carbon Net Zero targets |
| *What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?* |
| Benefit Realisation: | HyDeploy2 Live Pilot successfully realises the innovation of injecting hydrogen into networks to the benefit of end-consumers and wider environment. |
| *When are the benefits of the change likely to be realised?* |
| Benefit Dependencies: |  |
| *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

|  |  |  |  |
| --- | --- | --- | --- |
| Service Line(s) Impacted - New or existing | TBC | | |
| Level of Impact | Major/ Minor/ Unclear/ None | | |
| If None please give justification |  | | |
| Impacts on UK Link Manual/ Data Permissions Matrix |  | | |
| Level of Impact | Major/ Minor/ Unclear/ None | | |
| If None please give justification |  | | |
| Funding Classes  : | Customer Classes/ Funding | Delivery of Change | On-going Budget Amendment |
| Shipper | XX % | XX % |
| National Grid Transmission | XX % | XX % |
| Distribution Network Operator | 100 % | 100 % |
| IGT | XX % | XX % |
| Other <please specify> | XX % | XX % |
| ROM or funding details: |  | | |
| Funding Comments: |  | | |

# 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](mailto:box.xoserve.portfoliooffice@xoserve.com)

Section B: Change Proposal Initial Review

To be removed if no consultation is required; or alternatively collated post consultation

# B1: User Details

|  |  |  |
| --- | --- | --- |
| User Contact Details: | Organisation: |  |
| Name: |  |
| Email: |  |
| Telephone: |  |

# B1: ChMC Industry Consultation

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. Do you think the change proposed poses a material risk/cost to your organisation and / or the market? Please can you provide the rationale for your response | | | | |
|  | | | | |
| 2. Do you think the change proposed will benefit your organisation and / or the market? Please provide any quantifiable outputs as well as any assumptions. | | | | |
|  | | | | |
| 3. Considering any functional changes as a result of this change, would your organisation support this to be implemented within a minor/major release as proposed in section A3 (Proposer Requirements / Final (redlined) Change)? Based on your answer how long a lead time would your organisation require to implement this change (for example minimum of 4 months, minimum of 6 months) | | | | |
|  | | | | |
| 4. Do you agree with the principles of this funding as indicated in section A6 (Service Lines and Funding)? | | | | |
|  | | | | |
| Change Proposal in principle: | Approve | Reject | | Defer |
| Publication of consultation response: | Publish | | Private | |

Please send the completed forms to: [uklink@xoserve.com](mailto:uklink@xoserve.com)

Section C: DSG Discussion

# C1: Delivery Sub-Group (DSG) Recommendations

(To be removed if no DSG Discussion is required; Xoserve to collate where DSG discussions occur)

|  |  |  |  |
| --- | --- | --- | --- |
| DSG Date: | Click here to enter a date. | | |
| DSG Summary: |  | | |
| Capture Document / Requirements: | <Insert where appropriate> | | |
| DSG Recommendation: | Approve | Reject | Defer |
| DSG Recommended Release: | Release: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY | | |

Section D: High Level Solution Options

# D1: Solution Options

|  |  |
| --- | --- |
| Solution Option Summary: |  |
| Xoserve preferred option:  (including rationale) |  |
| DSG preferred solution option:  (including rationale) |  |
| Consultation closeout: | Click here to enter a date. |

|  |  |
| --- | --- |
| Impact on Service Line(s) and funding (A6) for each Solution Option: | (If differ from original assessment in A6) |

Section E: Industry Response Solution Options Review

# E1: Organisation’s preferred solution option

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| User Contact Details: | Organisation: |  | | | |
| Name: |  | | | |
| Email: |  | | | |
| Telephone: |  | | | |
| Organisation’s preferred solution option, including rationale taking into account costs, risks, resource etc. |  | | | | |
| Implementation Date: | Approve | | Reject | | Defer |
| Xoserve preferred solution option: | Approve | | Reject | | Defer |
| DSG preferred solution option: | Approve | | Reject | | Defer |
| Publication of consultation response: | Publish | | | Private | |

# E2: Xoserve’ s Response

|  |  |
| --- | --- |
| Xoserve Response to Organisations Comments: |  |

Section F: Approved Solution Option

# F1: Approved Solution Option

|  |  |
| --- | --- |
| XRN Reference: | XRN#### |
| Solution Details: |  |
| Implementation Date: | Click here to enter a date. |
| Approved By: |  |
| Date of Approval: | Click here to enter a date. |

Section G: Change Pack

# G1: Communication Detail

|  |  |
| --- | --- |
| Comm Reference: |  |
| Comm Title: |  |
| Comm Date: | Click here to enter a date. |

**G2: Change Representation**

|  |  |
| --- | --- |
| Action Required: |  |
| Close Out Date: | Click here to enter a date. |

# G3: Change Detail

|  |  |
| --- | --- |
| Xoserve Reference Number: |  |
| Change Class: |  |
| ChMC Constituency Impacted: |  |
| Change Owner: |  |
| Background and Context: |  |

# G4: Change Impact Assessment Dashboard (UK Link)

|  |  |
| --- | --- |
| Functional: |  |
| Non-Functional: |  |
| Application: |  |
| User(s): |  |
| Documentation: |  |
| Other: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Files | | | | |
| File | Parent Record | Record | Data Attribute | Hierarchy or Format  Agreed |
|  |  |  |  |  |

# G5: Change Design Description

|  |
| --- |
|  |

# G6: Associated Changes

|  |  |
| --- | --- |
| Associated Change(s) and Title(s): |  |

# G7: DSG

|  |  |
| --- | --- |
| Target DSG discussion date: | Click here to enter a date. |
| Any further information: |  |

# G8: Implementation

|  |  |
| --- | --- |
| Target Release: | Release: Feb/Jun/Nov XX or Adhoc DD/MM/YYYY |
| Status: |  |

Please see the following page for representation comments template; responses to [uklink@xoserve.com](mailto:uklink@xoserve.com)

Section H: Representation Response

# H1: Change Representation

(To be completed by User and returned for response)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| User Contact Details: | Organisation: | |  | | |
| Name: | |  | | |
| Email: | |  | | |
| Telephone: | |  | | |
| Representation Status: |  | | | | |
| Representation Publication: | Publish | | | | Private |
| Representation Comments: |  | | | | |
| Confirm Target Release Date? | Yes | No | | If [No] please specify alternative | |

Please send the completed representation response to [uklink@xoserve.com](mailto:uklink@xoserve.com)

Appendix 1

# Change Prioritisation Variables

Xoserve uses the following variables set for each and every change within the Xoserve Change Register, to derive the indicative benefit prioritisation score, which will be used in conjunction with the perceived delivery effort to aid conversations at the DSC ChMC and DSC Delivery Sub Groups to prioritise changes into all future minor and major releases.

## Change Details

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Change Driver Type: | CMA Order | | | MOD / Ofgem | | |
| EU Legislation | | | License Condition | | |
| BEIS | | | ChMC endorsed Change Proposal | | |
| SPAA Change Proposal | | | Additional / 3rd Party Service Request | | |
| Other | | | Ofgem endorsed Innovation Project to support move to UK Carbon Net Zero targets | | |
| Customer group(s) impacted if the change is not delivered: | Shipper | | IGT | | | Network |
| Xoserve | | NG Transmission | | | NTS |
| Other | | <If [Other] please provide details here> | | | |
| Associated Change Ref Number(s): |  | | Associated MOD Number(s): | | |  |
| Perceived delivery effort (days): | 0-30 | | | 30-60 | | |
| 60-100 | | | 100+ | | |
| Does the change involve the processing of personal data? | ‘Any information relating to an identifiable person who can be directly or indirectly identified in particular by reference to an identifier’ - includes MPRNS. | | | Yes (if selected please answer the next question) | | |
| No | | |
| A Data Protection Impact Assessment (DPIA) will be required if the change involves the processing of personal data in any of the following scenarios: | New Technology | | | Theft of Gas | | |
| Mass Data | | | Xoserve Employee Data | | |
| Vulnerable Customer Data | | | Fundamental changes to Xoserve | | |
| Other | | | <If [Other] please provide details here> | | |
| (If any of the above boxes have been selected then please contact The Data Protection Officer (Sally Hall) to complete the DPIA. | | | | | |
| Change Beneficiary:  *How many market participant or segments stand to benefit this change?* | Multiple Market Participants | | | | Multiple Market Group | |
| All UK Gas Market Participants | | | | Xoserve Only | |
| One Market Group | | | | One Market Participant | |
| Primary Impacted DSC Service Area: | Choose Item | | | | | |
| Number of Service Areas Impacted: | One | | | | Two to Five | |
| Five to Twenty | | | | All | |
| Improvement Scale? | High | | Medium | | | Low |
| Are any of the following at risk if the change is not delivered? | Safety of Supply at risk | | | | | |
| Customer(s) incurring financial loss | | | | | |
| Customer Switching at risk | | | | | |
| Are any of the following required if the change is delivered? | Customer System Changes Required | | | | | |
| Customer Testing Likely Required | | | | | |
| Customer Training Required | | | | | |
| Primary Application impacted: | BW | | ISU | | | CMS |
| AMT | | EFT | | | IX |
| Gemini | | Birst | | | API |
| Other | | <If [Other] please provide details here> | | | |
| Business Process Impacted: | AQ | | SPA | | | RGMA |
| Reads | | Portal | | | Invoicing |
| Other | | <If [Other] please provide details here> | | | |
| Any known impacts to external services and/or systems as a result of this change? | Yes | <If [Yes] please provide details here> | | | | |
| No |

## Workaround Details

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Workaround in operation? | Yes | If [No] please do not continue completing the [Workaround Details] section | | |
| No |
| Who is accountable for the workaround? | Xoserve | | External Customer | Both |
| What is the Frequency of the workaround? |  | | | |
| What is the lifespan for the workaround? |  | | | |
| What is the number of resource effort hours required to service workaround? |  | | | |
| What is the Complexity of the workaround? | Low | *(easy, repetitive, quick task, very little risk of human error)* | | |
| Medium | *(moderate difficult, requires some form of offline calculation, possible risk of human error in determining outcome)* | | |
| High | *(complicate task, time consuming, requires specialist resources, high risk of human error in determining outcome)* | | |

## Prioritisation Score

|  |  |
| --- | --- |
| Change Prioritisation Score: |  |

Version Control

# Document

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Version | Status | Date | Author(s) | Remarks |
| 1.0 | Final | 03/09/19 | Steve Pownall | Converted from ROM Request (XRN4971) |

# Template

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 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 |