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: | XRN 5192 |
| Change Title: | CMS Reference Number in Amendment Invoice Supporting Data |
| Date Raised: | 16/06/2020 |
| Sponsor Representative Details: | Organisation: | npower |
| Name: | Ikram Bashir |
| Email: | ikram.bashir@npower.com |
| Telephone: | 01212211367 |
| Xoserve Representative Details: | Name: | Rachel Martin |
| Email: | rachel.martin@xoserve.com |
| Telephone: | 01212292531 |
| Business Owner: |  |
| Change Status: | ☐[x]  Proposal | ☐[ ]  With DSG | ☐[ ]  Out for Review |
| ☐[ ]  Voting | ☐[ ]  Approved | ☐[ ]  Rejected |

# A2: Impacted Parties

|  |  |  |
| --- | --- | --- |
| Customer Class(es): | ☐[x]  Shipper | [x]  Distribution Network Operator |
| ☐[ ]  NG Transmission | ☐[ ]  IGT |
| ☐[ ]  All | ☐[ ]  Other [<If [Other] please provide details here>] |
| Justification for Customer Class(es) selection | Change relates to supporting information issued to shippers only |

# A3: Proposer Requirements / Final (redlined) Change

|  |  |
| --- | --- |
| Problem Statement: | Supporting information for the Amendment Invoice is made up of 2 files - ASP & AML. Both files contain a field named CMS\_REFERENCE\_NUMBER which is found in various record types. The purpose of this field is to provide a linkage for the shipper back to contacts raised within CMS, whether the source be Xoserve, Networks, DMSP or Shipper. Unfortunately not all contact types are being captured - in particular RFA & CDQ. |
| Change Description: | The system needs to be changed so that any reconciliation that is a result of a contact in CMS has the relevant CMS reference number populated in the file. As part of this we need to consider those adjustments that are entered manually but are the result of a CMS contact. |
| Proposed Release: | AdHoc |
| Proposed Consultation Period: | ☐[x]  10 Working Days | ☐[ ]  15 Working Days |
| ☐[ ]  20 Working Days | ☐[ ]  Other [Specify here] |

# A4: Benefits and Justification

|  |  |
| --- | --- |
| Benefit Description: | The CMS reference number allows the shipper to trace their request through to invoice and should be populated in all instances where the source of the reconciliation is CMS |
| *What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?* |
| Benefit Realisation: | First run of supporting information on the 18th Business Day of the month of or the month following implementation dependent on when in the month it is implemented |
| *When are the benefits of the change likely to be realised?* |
| Benefit Dependencies: | None |
| *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  | Service Area 7: NTS Capacity, LDZ Capacity, Commodity, Reconciliation, Ad-hoc adjustment and balancing invoices |
| 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  |
| ☐[x]  Shipper | XX % | XX % |
| ☐[ ]  National Grid Transmission | XX % | XX % |
| ☐[ ]  Distribution Network Operator | XX % | XX % |
| ☐[ ]  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

Version Control

# Document

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Version | Status | Date | Author(s) | Remarks |
|  |  |  |  |  |

# 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 |