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 5200 |
| Change Title: | Shipper Pack Transition to Data Discovery Platform |
| Date Raised: | 05/06/2020 |
| Sponsor Representative Details: | Organisation: | E.ON |
| Name: | Kirsty Dudley |
| Email: | kirsty.dudley@eonenergy.com |
| Telephone: | 07816 172 645 |
| Xoserve Representative Details: | Name: | James Rigby |
| Email: | james.rigby@xoserve.com |
| Telephone: | 07739689512 |
| Business Owner: | James Rigby |
| 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 | Please use this field to explain how the parties you’ve selected will be impacted |

# A3: Proposer Requirements / Final (redlined) Change

|  |  |
| --- | --- |
| Problem Statement: | A series of MI reports collectively known as ‘Shipper Packs’ have been produced by Xoserve for several years, with content ranging from operational / settlement summary reporting through to MPRN level information. The content has evolved over time to include statistical industry performance reporting, such as the suite of reporting produced for / used by the Performance Assurance Committee (PAC). As the Data Discover Platform (DDP) has evolved, its data content has expanded to include several metrics which are reported in both the Shipper Packs and DDP, an example of this is the Performance Assurance Report Register (PARR). The joint production of Shipper Packs and DDP data is resulting in duplicated reporting statistics, which is inefficient and poses potential risk of ‘regret spend’ when changes to either platforms are requested by Shippers to enhance any reporting.  |
| Change Description: | This change seeks to establish a framework and timescale for the de-commissioning of Shipper Packs content and ensure all related data and topics are delivered via reporting in DDP. It is expected that this transition away from ‘legacy’ spreadsheet iterations of reporting, will move towards integrated DDP reporting and will begin with the prioritisation of PARR reports already in DDP. The remaining Shipper Pack topics being prioritised in the DDP roadmap deliverables with this change providing an opportunity for Shippers to review Shipper Pack content at topic level and create ‘user stories’ for insertion into future DDP delivery prioritisation discussions and drop/sprint deliverables. High-level key deliverables / business rules* Outlining the individual reporting topics and splitting into PARR and non-PARR
* PARR deliverables – (Part A) will be scoped, consulted and prioritised into an earlier DDP drop (where they are not already in DDP)
* Non-PARR deliverables (Part B) will be scoped, consulted and prioritised into a later DDP drop (if the Part A drop is too big), these could be a single or multiple drop approach depending on the complexity and delivery bandwidth
* All DDP drops are to be delivered and have confirmation that Shippers are happy with the delivery before any element of the Shipper Pack is decommissioned
* The decommissioning of Shipper Pack topics will continue after each successful drop confirmation, there are to be no defects to be classed as a success
* The drops will continue until Part A and Part B (single or multiple drops)) have successfully migrated
* Each migrated reporting element (within a single or multiple drop) will have a notification issued to all Shippers to advise that the migrated element will now only be found in DDP – the notification nor removal from the Shipper Pack should not be completed whilst any defects remain active
* Once all PARR and non-PARR reporting topics have successfully migrated into DDP a notification to all Shippers to advise that the Shipper Pack will cease altogether, and reporting will only be retrieved via DDP
* Creation of a section within DDP to deliver downloadable Shipper reporting – this is to support frequently run reports/filters but doesn’t stop bespoke filtering which builds up as reports move into DDP
* The implementation approach is to follow the ‘drop’ approach taken by DDP to-date
* The delivery of the drops should be reflected in the DDP roadmap, where possible Part B should be prioritised ahead of additional items but where the DDP experience is improved by non shipper pack deliverables going first this should be considered in drop prioritisation

Other requirements maybe outlined through discussions at DSG which will be discussed with the proposer and might be incorporated into this scope so they will be applied to all Shippers.Should Shippers require bespoke support or continuation of reporting of any topic, this will be classed as out of scope of this change and will need to be delivered through agreement with the CDSP and costed appropriately. The aim of this change is to cease reporting simultaneously for all Shippers, so everyone receives the same reporting experience through DDP.   |
| Proposed Release: | Release: Adhoc DDP drops (single or multiple drops) |
| Proposed Consultation Period: | [x]  10 Working Days | [ ]  15 Working Days |
| [ ]  20 Working Days | [ ]  Other [Specify Here] |

# A4: Benefits and Justification

|  |  |
| --- | --- |
| Benefit Description: | * Efficient production of reporting and mitigated risk of customers’, in this case Shippers, being asked to ‘pay twice’ when changes are made to reporting.
* The CDSP has additional benefit of concentration on a single reporting platform and not having to produce, validate and distribute reporting to the Shipper constituency.
 |
| *What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?* |
| Benefit Realisation: | Upon delivery and with each Shipper DDP drop.  |
| *When are the benefits of the change likely to be realised?* |
| Benefit Dependencies: | N/A – should any be identified through development this section will be updated.  |
| *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  |  |
| Level of Impact | Major/ Minor/ Unclear/ None |
| If None please give justification |  |
| Impacts on UK Link Manual/ Data Permissions Matrix  | Dependent on solution option |
| 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 | 100 % | 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 |