

**DSC Change Proposal**

**Change Reference Number: XRN4795**

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| **Section A1: General Details** | | |
| **Change Title** | Amendments to the PARR (520a) reporting | |
| **Date Raised** | 23rd October 2018 | |
| **Sponsor Organisation** | Performance Assurance committee | |
| **Sponsor Name** | John Welch | |
| **Sponsor Contact Details** | John.welch@npower.com | |
| **Xoserve Contact Name** | Emma Smith | |
| **Xoserve Contact Details** | Emma.Smith@xoserve.com | |
| **Change Status** | Proposal / **With DSG\*** / Out for review / Voting / Approved or Rejected **\*with PAC** | |
| **Section A2: Impacted Parties** | | |
| **Customer Class(es)** | Shipper  National Grid Transmission  Distribution Network Operator  IGT | |
| **[Section A3: Proposer Requirements / Final (redlined) Change](C:\\Users\\Rebecca.perkins\\AppData\\Local\\Microsoft\\Windows\\Temporary Internet Files\\Content.Outlook\\EXD06YFG\\Change_Proposal_Template v2.0.docx" \o "WHAT – What is the required change? WHY – Why is the change needed? WHEN – Detail when the solution should be started/implemented.  )** | | |
| **Require 4 changes to be made to the existing PARR (MOD520a) reporting:**   1. **Reporting to only provide the data for those Users that have a portfolio and are relevant to be shown the reporting** 2. **Provide reporting at M-1 where possible (currently M-2 for some reports)** 3. **Amend read performance report to report the total number of reads received for the month per class (currently only provides positive reporting where all expected reads have been received for the month per supply point/class)** 4. **Run and issue the reports earlier in the month (ideally by 10th Calendar of the month), currently the 20th of the month.**   **For any reports that provide a historical view of performance the above changes will also be required to the history also.**  **Please see table attached for detailed breakdown of which reports are required** | | |
| **Proposed Release (Feb/Jun/Nov/Minor)** | 31/12/2018 | |
| **Proposed Consultation Period** | 10 Working Days  20 Working Days  30 Working days  Other: **Not required** | |
| **[Section A4: Benefits and Justification](C:\\Users\\Rebecca.perkins\\AppData\\Local\\Microsoft\\Windows\\Temporary Internet Files\\Content.Outlook\\EXD06YFG\\Change_Proposal_Template v2.0.docx" \o "Benefit Description: What, if any, are the intangible and tangible benefits of the change?Benefit Realisation:When are the benefits of the change likely to be realised? Benefit Dependencies:Detail any dependencies that are outside the scope.)** | | |
| **Benefit Description**  *What, if any, are the tangible benefits of introducing this change?*  *What, if any, are the intangible benefits of introducing this change?* | | **Clearly identify the difference between zero returns and zero performance.**  **Provides a better view of performance that can be acted upon**  **Provides up to date reporting where possible**  **Changing the scope of the report provides a more informed view of read performance**  **Currently reports are later in the month and do not tie up with meetings. Producing earlier will allow the PAFA to do a greater level of analysis of the data prior to meetings.** |
| **Benefit Realisation**  *When are the benefits of the change likely to be realised?* | | **Immediately following production of reports** |
| **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.* | | **Amendments to be made prior the date the reports are scheduled to run** |
| **Section A5: Final Delivery Sub-Group (DSG) Recommendations** | | |
| *Until a final decision is achieved, please refer to section C of the form.*  **Not required to be sent to DSG, the request will be sent to PAC for discussion.**  **20/11 – went to PAC, in addition to that outlined requested read performance for class 4 will be split Monthly and annually read rather than SSP/LSP included additional requirement in CP.**  **Requested to take into delivery** | | |
| **Final DSG Recommendation** | **Approve** / Reject / Defer **(from PAC not DSG)** | |
| **DSG Recommended Release** | Release X: Feb/Jun/Nov XX or **Adhoc** DD/MM/YYYY | |
| **Section A6: Funding** | | |
| **Funding Classes** | Shipper XX%  National Grid Transmission XX%  Distribution Network Operator XX%  IGT XX% | |
| **Service Line(s)** | Service area 3 (DS-NCS SA03-01) | |
| **ROM or funding details** | **Will be funded from the existing PAC budget** | |
| **Funding Comments** |  | |
| **Section A7: ChMC Recommendation** | | |
| **Change Status** | Approve – Issue to PAC  Defer – Issue for review  Reject | |
| **Industry Consultation** | 10 Working Days  20 Working Days  30 Working days  Other: N/A | |
| **Expected date of receipt for responses (to Xoserve)** | XX/XX/XXXX N/A | |
| **DSC Consultation** | | |
| **Issued** | Yes  No | |
| **Date Issued** |  | |
| **Comms Ref(s)** |  | |
| **Number of Responses** |  | |
| **Section A8: DSC Voting Outcome** | | |
| **Solution Voting** | Shipper Approve / Reject / NA / Abstain  National Grid Transmission Approve / Reject / NA / Abstain  Distribution Network Operator Approve / Reject / NA / Abstain  IGT Approve / Reject / NA / Abstain | |
| **Meeting Date** | **PAC approved to progress into delivery on 20/11/18** | |
| **Release Date** | Release X: Feb / Jun / Nov XX or **Adhoc** DD/MM/YYYY or NA | |
| **Overall Outcome** | **Approved for Release** X / Rejected | |

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

**Document Version History**

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| **Version** | **Status** | **Date** | **Author(s)** | **Summary of Changes** |
| 0.1 | For Approval | 25/10/18 | Xoserve | Additional information added |
| 0.2 | Approved | 21/11/18 | Xoserve (ES) | Additional requirement added and completed documentation to progress into delivery at approval of PAC |

**Template Version History**

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| **Version** | **Status** | **Date** | **Author(s)** | **Summary of Changes** |
| 3.0 | Approved | 17/07/18 | Emma Smith | Template approved at ChMC on 11th July |
| 4.0 | Approved | 07/09/18 | Emma Smith | Minor wording amendments and additional customer group impact within Appendix 1 |