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: | XRN4853 | | | |
| Change Title: | Interim process to monitor & manually load rejected reads into UK Link where the read was rejected for reason code MRE00458 only (UIG Recommendation 3.1 option 5) | | | |
| Date Raised: | 01/02/2019 | | | |
| Sponsor Representative Details: | Organisation: | Xoserve | | |
| Name: | Alex Stuart | | |
| Email: | [Alex.Stuart@xoserve.com](mailto:Alex.Stuart@xoserve.com) | | |
| Telephone: | 07793463675 | | |
| Xoserve Representative Details: | Name: | Leanne Jackson | | |
| Email: | [Leanne.Jackson@xoserve.com](mailto:Leanne.Jackson@xoserve.com) | | |
| Telephone: | 07779030956 | | |
| Change Status: | Proposal | | With DSG | Out for Review |
| Voting | | Approved | Rejected |

# A2: Impacted Parties

|  |  |  |
| --- | --- | --- |
| Customer Class(es): | Shipper | Distribution Network Operator |
| NG Transmission | IGT |
| Other | <If [Other] please provide details here> |

# A3: Proposer Requirements / Final (redlined) Change

|  |  |  |
| --- | --- | --- |
| Change Description: | CDSP to monitor rejections for rejection code MRE00458 (New uncorrected reading is less than previous uncorrected reading). CDSP will manually load the read to UK Link if the read has passed all other validations. Subsequent reads will load normally if they pass validation checks.  The confirmation of a read successfully loaded by Xoserve will be via email.  This would need to be an interim process which will be required to be implemented asap and should cease once XRN4621 has been implemented (Nov 2019) if the scope change to XRN4621 to remove validation on uncorrected reads is agreed. | |
| Proposed Release: | This is not release dependant, would need to be implemented as soon as practically possible. | |
| Proposed Consultation Period: | 10 Working Days | 20 Working Days |
| 30 Working Days | Other [Specify Here] |

# A4: Benefits and Justification

|  |  |
| --- | --- |
| Benefit Description: | Tangible benefit – actual reads will be loaded into UK Link which will result in true consumption being billed and reads being used to allow the rolling AQ calculation to take place. |
| *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 the creation of this report and manual interim process being implemented. Currently approximately 700 MPRNs a month are being rejected for this rejection code. |
| *When are the benefits of the change likely to be realised?* |
| Benefit Dependencies: | The process will need to continue until the implementation of XRN4621 (currently planned for November 2019) if the scope change to XRN4621 to remove validation on uncorrected reads is agreed. |
| *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

|  |  |  |  |
| --- | --- | --- | --- |
| Final DSG Recommendation: | *Until a final decision is achieved, please refer to section C of the form.* | | |
| Approve | Reject | Defer |
| DSG Recommended Release: | Release X: Feb/Jun/Nov XX or Adhoc DD/MM/YYYY | | |

# A6: Funding

|  |  |  |
| --- | --- | --- |
| Funding Classes: | Shipper | 33 % |
| National Grid Transmission | XX % |
| Distribution Network Operator | 67 % |
| IGT | XX % |
| Other <please specify> | XX % |
| Service Line(s) | DSC Service Area 5: Metered Volume and Quantity | |
| ROM or funding details: |  | |
| Funding Comments: | 22/03/2019 - this change is expected to have no impact to the DSC service lines. | |

# A7: ChMC Recommendation – 13th February 2019 / 13th March 2019

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Change Status: | Approve (to proceed to DSG – 13th March 2019) | Reject | | Defer (13th February 2019) |
| Industry Consultation: | 10 Working Days | | 20 Working Days | |
| 30 Working Days | | Other [Specify Here] | |
| Expected date of receipt for responses (to Xoserve) | 1st March 2019 | | | |

|  |  |  |
| --- | --- | --- |
| DSC Consultation Issue: | Yes | No |
| Date Issued: | 15/02/2019 | |
| Comms Ref(s): | 2234.4 – RJ – ES | |
| Number of Responses: | 4 ( 3 approvals, 1 rejection) | |
| Comments | 13/03/2019 – Approved to proceed to DSG following initial review | |

# 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 X: 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

# B1: User Details

|  |  |  |
| --- | --- | --- |
| User Contact Details: | Organisation: | Orsted |
| Name: | Lorna Lewin |
| Email: | lolew@orsted.co.uk |
| Telephone: | 0207 451 1974 |

# 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 | | | | |
| No – this change will bring benefits to our organisation and the industry by allowing more readings to be accepted, which will increase settlement volumes based on actual data. | | | | |
| 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. | | | | |
| As per comments in Q1 | | | | |
| 3. Considering any functional changes as a result of this change, would your organisation support this to be implemented within a minor release as proposed? Based on your answer how much lead time would your organisation require to implement this change (for example minimum of four months, minimum of six months) | | | | |
| This change will not require any internal system changes; therefore, we support this change being included in a minor release. | | | | |
| 4. As currently drafted the Change Proposal impacts on service area 5: Metered Volume and Quantity. The funding for this area is 33% Shipper funding, 0% NTS, 67% DNS 0% IGTs, 0% Other. Do you agree with the principles of this 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)

# B2: User Details

|  |  |  |
| --- | --- | --- |
| User Contact Details: | Organisation: | E.ON |
| Name: | Kirsty Dudley |
| Email: | [Kirsty.Dudley@eonenegy.com](mailto:Kirsty.Dudley@eonenegy.com) |
| Telephone: | 07816 172 645 |

# B2: 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 | | | | |
| Our assessment is this interim approach would have impacts on us and due to this we do not support this approach.   1. Our assessment is short term system changes would be needed to facilitate this change to then be replaced by XRN4621 2. It could cause misalignment between our billing and settlement processes which we would not support 3. The interim change would mean we’d have to change our current working practices rather than slightly adapting them because out interpretation is we’d have to reconcile these reports rather than the rejection reasons on receipt of the files | | | | |
| 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. | | | | |
| Overall, we feel the change would not benefit our organisation, whilst we understand the thinking behind introducing the proposed interim solution, the changes we believe would require us to make interim system and process changes until the permanent solution is deliver under XRN4621 in November 2019. This maybe lead by Xoserve but it doesn’t mean Shippers can deploy an adhoc interim solution.  Our assessment outcome is this change would not just impact Xoserve, it would have market impacts which do not have the enough short-term benefits to warrant the introduction of it. We prefer to wait for the introduction of XRN4621. We believe the introduction of this would create internal complications which would take longer to work with the possibility of creating duplication.  We are supportive of actions which reduce or stabilise UIG but we do not believe this solution offers the interim benefits and believe waiting for the permanent solution is the better approach. | | | | |
| 3. Considering any functional changes as a result of this change, would your organisation support this to be implemented within a minor release as proposed? 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) | | | | |
| We do not support this change being implemented as outlined in Q2, however if it were to be introduced we would need a minimum 6 months lead time to facilitate the change. | | | | |
| 4. As currently drafted the Change Proposal impacts on service area 5: Metered Volume and Quantity. The funding for this area is 33% Shipper funding, 0% NTS, 67% DNS 0% IGTs, 0% Other. Do you agree with the principles of this funding? | | | | |
| We support the funding principles outlined should the change be approved. | | | | |
| 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)

# B3: User Details

|  |  |  |
| --- | --- | --- |
| User Contact Details: | Organisation: | Amie Charalambous |
| Name: | npower |
| Email: | Gas.codes@npower.com |
| Telephone: | 07917271763 |

# B3: 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 | | | | |
| In principle we are supportive of this change however we would like to understand -  *if reads are entered manually, does this still trigger a U10 back to the shipper to close the process?* | | | | |
| 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 release as proposed? Based on your answer how much lead time would your organisation require to implement this change (for example minimum of four months, minimum of six months) | | | | |
| We are supportive of this change on the provision that a U10 is triggered to close the process*.* | | | | |
| 4. As currently drafted the Change Proposal impacts on service area 5: Metered Volume and Quantity. The funding for this area is 33% Shipper funding, 0% NTS, 67% DNS 0% IGTs, 0% Other. Do you agree with the principles of this funding? | | | | |
| support | | | | |
| Change Proposal in principle: | Approve | Reject | | Defer |
| Publication of consultation response: | Publish | | Private | |

# B4: User Details

|  |  |  |
| --- | --- | --- |
| User Contact Details: | Organisation: | Southern Electric Gas Limited, SSE Energy Supply Limited |
| Name: | Megan Coventry |
| Email: | Megan.coventry@sse.com |
| Telephone: | 02392277738 |

# B4: 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 | | | | |
| No. | | | | |
| 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. | | | | |
| Yes. We anticipate that this change will result in fewer rejections. | | | | |
| 3. Considering any functional changes as a result of this change, would your organisation support this to be implemented within a minor release as proposed? Based on your answer how much lead time would your organisation require to implement this change (for example minimum of four months, minimum of six months) | | | | |
| Yes. | | | | |
| 4. As currently drafted the Change Proposal impacts on service area 5: Metered Volume and Quantity. The funding for this area is 33% Shipper funding, 0% NTS, 67% DNS 0% IGTs, 0% Other. Do you agree with the principles of this funding? | | | | |
| Yes. | | | | |
| Change Proposal in principle: | Approve | Reject | | Defer |
| Publication of consultation response: | Publish | | Private | |

# C1: Delivery Sub-Group (DSG) Recommendations

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

|  |  |  |  |
| --- | --- | --- | --- |
| DSG Date: | 18/03/2019 | | |
| DSG Summary: | RJ explained that there was an action from the ChMC meeting to send out a communication to Shippers if they want to opt out the manual work around proposed in the change. Email communication reference is 2266 – RJ - DA. Responses are needed by Monday 25th March and no response will result in automatically opting in. | | |
| Capture Document / Requirements: | <Insert where appropriate> | | |
| DSG Recommendation: | Approve | Reject | Defer |
| DSG Recommended Release: | Release X: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY | | |

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 | | | <If [Other] please provide details here> | | |
| 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): | XRN4621 | | Associated MOD Number(s): | | | N/A |
| 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 (Kevin Eltoft-Prest) 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: | Service Area 5: Metered Volume and Metered Quantity | | | | | |
| 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? | Daily | | | |
| What is the lifespan for the workaround? | 01/11/2019 | | | |
| What is the number of resource effort hours required to service workaround? | One FTE required for 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: | 48% |

Version Control

# Document

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Version | Status | Date | Author(s) | Remarks |
| 1 | For Approval | 01/02/2019 | Xoserve | CP Raised |
| 2 | For Approval | 13/02/2019 | Xoserve | Appendix added |
| 3 | Out for review | 14/02/2019 | Xoserve | Outcome of ChMC on 13/02 added |
| 4 | Out for review | 04/03/2019 | Xoserve | Reps added following initial review |
| 5 | With DSG | 15/03/2019 | Xoserve | Approved to proceed to DSG on 13th March 2019 ChMC meeting |
| 6 | With DSG | 22/03/2019 | Xoserve | Funding comments updated |
| 7 | With DSG | 22/03/2019 | Xoserve | Notes added from DSG meeting 18th March 2019 |

# 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. |