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: | XRN5029 | | | |
| Change Title: | Service Description Table updates October 2019 | | | |
| Date Raised: | 01/10/2019 | | | |
| Sponsor Representative Details: | Organisation: | Xoserve | | |
| Name: | Jayne McGlone | | |
| Email: | Jayne.mcglone@Xoserve.com | | |
| Telephone: | 0121 229 2291 | | |
| Xoserve Representative Details: | Name: | Angela Clarke | | |
| Email: | Angela.clarke@xoserve.com | | |
| Telephone: |  | | |
| 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> |

# A3: Proposer Requirements / Final (redlined) Change

|  |  |  |
| --- | --- | --- |
| Problem Statement: | The Service Description Table has been updated to amend one service line and include two new service lines. Both the amended service line and two new service line are set out in Service Area 16 and impact on GT/iGTs only.  The amended service line (ASGT-NC SA16-06) relates to the process followed in the event of a call concerning a gas emergency.  The new service lines describe how Xoserve will enter into a Confidentiality Agreements as agent of GT/iGTs with a third party customer for services that are already approved under the DSC Third Party and Additional Services Policy.  The proposed amended Service Description Table is attached.  Note: This change amends a service line and introduces new service lines that impact only on GT/iGTs. There is nothing to physically implement and no changes are being made to any systems as a result of this change. The Change Management Committee is requested to vary the Service Change Procedures, such that an Evaluation Quotation Report and Business Evaluations Report are not required for this Change Proposal. These documents would add no value to the Change Proposal and would be an inefficient overhead for the CDSP and Change Management Committee. This request is made as per Service Change Procedures para 4.1.3. | |
| Proposed Release: | N/A | |
| Proposed Consultation Period: | 10 Working Days | 15 Working Days |
| 20 Working Days | None |

# A4: Benefits and Justification

|  |  |
| --- | --- |
| Benefit Description: | Aligns Service Line description to the services provided. |
| *What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?* |
| Benefit Realisation: | Directly following implementation of this change. |
| *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 | DSC Service Area 16: Provision of supply point information services and other services required to be provided under condition of the GT Licence. | | |
| Level of Impact | Minor | | |
| If None please give justification |  | | |
| Impacts on UK Link Manual/ Data Permissions Matrix | None | | |
| Level of Impact | Minor | | |
| 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 | XX % | XX % |
| IGT | XX % | XX % |
| Other <please specify> | XX % | XX % |
| ROM or funding details: |  | | |
| Funding Comments: | This will be picked up as BAU | | |

# 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) | N/A – Went to ChMC for Information and Approval. Final approval to be sought at CoMC on 16th October 2019 | | | |

|  |  |  |
| --- | --- | --- |
| 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: |  | | | |
| Release Date: | Release: Adhoc Following Approval at CoMC | | | |
| 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)

Version Control

# Document

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Version | Status | Date | Author(s) | Remarks |
| 1.0 | Proposal | 01/10/19 | Jayne McGlone | Final CP ready for submission to PMO |
| 2.0 | Approved | 10/10/19 | Rachel Taggart | ChMC meeting on 09/10/2019 approved into delivery. |
|  |  |  |  |  |

# 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 |