



DSC Business Evaluation Report (BER)

Change Title	Business Plan Information Rules Independent Assurance
Xoserve reference number (XRN)	XRN5795
Xoserve Project Manager	James Rigby
Email address	james.rigby@xoserve.com
Contact number	07739689512
Target Change Management Committee date	12/06/2024

Section 1: In Scope

The delivery of assurance activities associated with UNC mod 0841:

“The scope of the assurance activities shall include:

- *an assessment of the extent to which the Business Plan Information Rules*

(<https://www.gasgovernance.co.uk/dl-mod-attachment/a84edca3-622d-4c42-a447-377791472f3f>)

have been satisfied in the final version of the CDSP Budget and the supporting material.”

Solution

This will be an exercise that assesses how compliant we are versus the Business Plan Information Rules (BPIRs).

There will be a requirement to determine whether each BPIR has been ‘fully’, ‘partially’ or ‘not’ satisfied in each of the iterative drafts of BP25. Where compliance is less than ‘full’, the required management reports should suggest measures that could be taken to achieve ‘full’ compliance. We expect that the assurance burden will reduce with each draft of the business plan, with Draft 1 being fully assessed (given the content is all ‘new’) and subsequent drafts (2 and Final) containing less ‘new’ or ‘revised’ content that requires new / further assessment – when we produce draft 2 we will highlight any changes from Draft 1 (e.g. inspired by Xoserve’s response to assurance provider / stakeholder suggestions to achieve full compliance) which will enable the assurance provider to focus on ‘new’ aspects of each iterative draft rather than the whole document.

It is important that the Final Draft (‘F’) of BP25 is fully assured, with any ‘new’ content (between Drafts 1,2 and F) being assessed versus the BPIRs. Xoserve’s experience in producing business plans is that document content changes aren’t wholesale and reduce with each iterative draft. As such, we expect that the most time and effort will be required during the assessment of Draft 1 and then (to a lesser degree) the assessment of the changes we have made to subsequent drafts in order to achieve full BPIR

compliance. However, the assessment of compliance that will be carried forth into our final assessment of compliance versus the BPIRs will be based on Draft Final of BP25 (following the iterative process set out above).

Outputs

We will use the outputs (management information reports) of each requirement to present to the Xoserve Executive Team and representative customers at the DSC Contract Management Committee (CoMC) in September (Draft 1), November (Draft2) and December (Draft F) 2024. The reports will be published alongside each iterative draft of BP25 (excluding SP&P). A final summary of compliance with the BPIRs will form part of the Xoserve Board Assurance Statement which will be included in the body of BP25 Draft Final.

Section 2: Out of Scope

A separate procurement activity will be undertaken to satisfy the second assurance element in the modification:

- *Proportionate checks (for example through a sampling approach as the third-party assurance provider may advise or other standard practice) to validate the accuracy and consistency of the numbers presented in the CDSP Budget and the supporting material.*

Section 3: Funding required to deliver the change

XRN Ref	HLSO £	Design EQR	Build £	Test £	Implementation PIS £	MT £	1st Year SaO £	Delivery Total	CSSC Impact £	Risk Margin £	BER Total for Approval £	Shipper £	DN £	IGT £	NGT £	Total
TBC	70,000	n/a	70,000					70,000			70,000	31,430	32,480	1,050	5,040	70,000

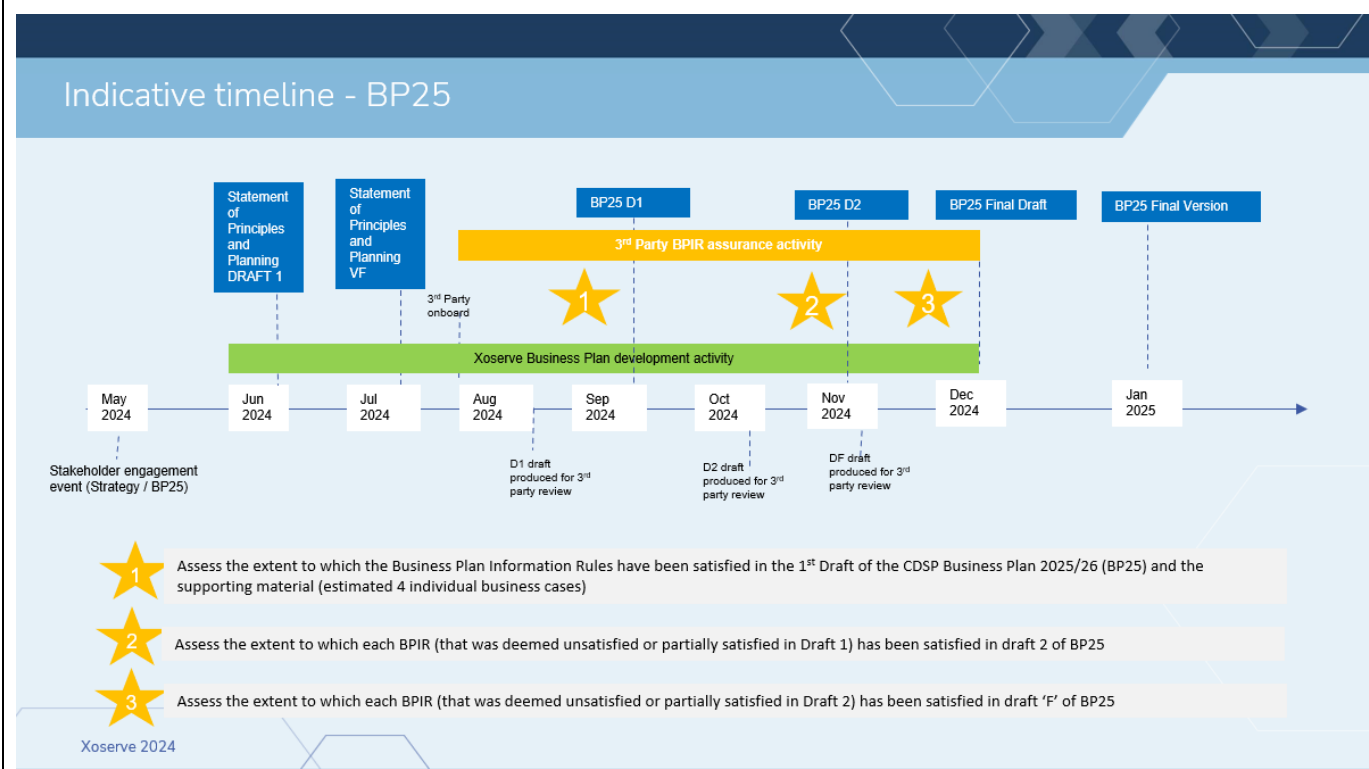
Key

Item	Description
XRN	The recognised reference of the Change
HLSO	Cost of Approved Solution
Design EQR	Cost already approved in the related EQR. If BER is being done for a standalone change/release and no EQR published leave blank
Build	Costs associated with building functional changes
Test	Is a total of all testing (excluding MT) to include UAT, System Test, System Integration Test, Regression Test and Performance Test
Market Trials	Costs associated with Market Trials - If non for the XRN then leave the field blank
SaO	Costs associated with additional Service and Operate costs through to end of Financial Year
Delivery Total	Total costs per XRN minus related EQR costs, risk margin and contingency
Risk Margin	Costs associated with the mitigation of known risks relating to each XRN should they materialise during the project
BER Total for Approval	Total costs per XRN minus related EQR costs (inclusive of risk margin and contingency) being requested for approval in ChMC
Shipper %	% of costs being funded by Shippers
DN%	% of costs being funded by DNs
IGT%	% of costs being funded by IGTs
NTS%	% of costs being funded by NTS
Shipper £	Costs being requested for approval via BER (BER Total for Approval *Shipper % Share)
DN £	Costs being requested for approval via BER (BER Total for Approval *DN % Share)
IGT £	Costs being requested for approval via BER (BER Total for Approval *IGT % Share)
NTS £	Costs being requested for approval via BER (BER Total for Approval *NTS % Share)
Total	Sum of all costs related to each change

Section 4: Estimated impact of the service change on service charges

N/a

Section 5: Project plan for delivery of the change



Section 6: Additional information relevant to the proposed service change

Risk Margin

N/a

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Document Version History

Version	Status	Date	Author(s)	Summary of Changes
1.0	Completed	03/06/2024	James Rigby	n/a

Template Version History

Version	Status	Date	Author(s)	Summary of Changes	Approved By
2.0	Approved	17/07/18	Rebecca Perkins	Template approved at ChMC on 11 th July	Change Management Committee
3.0	Approved	23/06/2021	James Rigby	Table added to section 1 More detailed table in section 3 More detailed table in section 4 Inserted a project plan example in section 5 Table added in section 6 Updates approved at ChMC July 2022	Change Management Committee
3.0	Review	06/07/2022	Rachel Taggart	No updates required	N/A
3.1	Approved	25/04/2023	Rachel Taggart	Updated font, changed MTB to SaO and changed NTS to NGT	Emma Smith