

DSC Change Completion Report (CCR)



Change Title	New Performance Assurance Framework Administrator (PAFA) Service Contract Procurement 2024
Change reference number (XRN)	XRN5815
Xoserve Project Manager	Josie Lewis
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Target Change Management Committee date	September 2024
Date of Solution Implementation	July 2024
Section 1: Overview of Change Delivery	
<p>Change Proposal XRN5815 New Performance Assurance Framework Administrator (PAFA) Service Contract Procurement 2024 has been raised as a new PAFA service contract was tendered for on the instruction of the Performance Assurance Committee (PAC) which became live on 5th July 2024. The new contract that the Central Data Service Provider (CDSP) have procured was in line with the requirements set out within Modification 0674 which fall outside of the scope of the PAFA investment agreed for Business Plan year 24</p> <p>Through this Modification 0674 it was identified that the PAFA needed to provide additional services and support within their role to the PAC.</p> <p>To deliver these additional services and requirements, two solutions were proposed:</p> <ul style="list-style-type: none">• The costs to be charged on a time and material basis.• Retendering the contract to include the additional services and requirements resulting in a 'fixed' cost <p>It was agreed in an extraordinary PAC meeting on 24th July 2023 to not extend the PAFA contract for the final year extension (July 24 – June 25). It was decided the CDSP be instructed to retender the contract and this retendering process should incorporate the additional services and requirements outlined in Modification 0674</p> <p>XRN5815 has been raised as there is a shortfall in funds allocated for the PAFA contract that was agreed as part of business plan 2024 due to the new contract becoming effective from 5th July 2024 which incorporates additional scope to the PAFA contract in order to support the PAC in their role.</p>	

Xoserve Service Area	Xoserve Service Line	(+/-) Projected Change in Annual Cost	(+/-)Actual Change in Annual Cost
Service Area 9 - Customer Reporting	DS-CS-SA9-04 DS-CS-SA9-06	£68,000	£68,000
Section 2: Confirmed Funding Arrangements			
Gas Industry Participant	Share of Cost (%)	Share of Cost (£)	
Shippers	34%	£23,120	
DNOs	52%	£35,360	
IGTs	7%	£4,760	
Transmission	7%	£4,760	
Total	100%	£68,000	
Section 3: Provide a summary of any agreed scope changes			
None			
Section 4: Detail any changes to the Xoserve Service Description			
None			
Section 5: Provide details of any revisions to the text of the UK Link Manual			
None			
Section 6: Lessons Learnt			
Xoserve accept and have confirmed that DSC Change Proposal could have been raised earlier in the procurement process, as this would have aided DSC Change Committee – providing visibility of PAFA contract scope changes and potential decisions required by the Committee in drawing down on DSC Change Budget.			

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Document Version History

Version	Status	Date	Author(s)	Summary of Changes
1.0	Approved	21/08/24	Paul Orsler	Baselined for ChMC approval