

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: | XRN4854 | | |
| Change Title: | Transfer of NDM sampling obligations from Distribution Network Operators to the CDSP | | |
| Date Raised: | 01/02/2019 | | |
| Sponsor Representative Details: | Organisation: | Cadent | |
| | Name: | Andy Clasper | |
| | Email: | Andy.clasper@cadentgas.com | |
| | Telephone: | 07884113385 | |
| Xoserve Representative Details: | Name: | Emma Smith | |
| | Email: | Emma.smith@xoserve.com | |
| | Telephone: | 0121 623 2386 | |
| Change Status: | <input type="checkbox"/> Proposal | <input checked="" type="checkbox"/> With DSG | <input type="checkbox"/> Out for Review |
| | <input type="checkbox"/> Voting | <input type="checkbox"/> Approved | <input type="checkbox"/> Rejected |

A2: Impacted Parties

| | | |
|---------------------|---|---|
| Customer Class(es): | <input checked="" type="checkbox"/> Shipper | <input checked="" type="checkbox"/> Distribution Network Operator |
| | <input type="checkbox"/> NG Transmission | <input type="checkbox"/> IGT |
| | <input checked="" type="checkbox"/> Other | CDSP |

A3: Proposer Requirements / Final (redlined) Change

| | | | |
|-------------------------------|---|---|--|
| Change Description: | Transfer the NDM Sampling UNC obligations, currently incumbent on Transporters (as per UNC TPD Section H1.6) to the CDSP. | | |
| Proposed Release: | Release X: Feb/Jun/Nov XX or Adhoc DD/MM/YYYY | | |
| Proposed Consultation Period: | <input type="checkbox"/> 10 Working Days | <input checked="" type="checkbox"/> 20 Working Days | |
| | <input type="checkbox"/> 30 Working Days | <input type="checkbox"/> Other [Specify Here] | |

A4: Benefits and Justification

| | | |
|-----------------------|---|--|
| Benefit Description: | <p>The CDSP has an intimate knowledge and extensive experience of the NDM demand estimation process and have a close relationship with Shippers with respect to this. They are therefore best placed to improve sampling rates and coverage across classes through assuming responsibility for the installation and maintenance of sampling equipment..</p> <p><i>What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?</i></p> | |
| Benefit Realisation: | <p>Shortly following implementation of the change</p> <p><i>When are the benefits of the change likely to be realised?</i></p> | |
| Benefit Dependencies: | <p>N/A</p> <p><i>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.</i></p> | |

A5: Final Delivery Sub-Group (DSG) Recommendations

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

A6: Funding

| | | |
|-------------------------|---|------|
| Funding Classes: | <input checked="" type="checkbox"/> Shipper | 50 % |
| | <input type="checkbox"/> National Grid Transmission | XX % |
| | <input checked="" type="checkbox"/> Distribution Network Operator | 50 % |
| | <input type="checkbox"/> IGT | XX % |
| | <input type="checkbox"/> Other <please specify> | XX % |
| Service Line(s) | Service Area 15: Demand Estimation | |
| ROM or funding details: | | |
| Funding Comments: | | |

A7: ChMC Recommendation – 13th February 2019

| | | | |
|----------------|---|--|--------------------------------|
| Change Status: | <input checked="" type="checkbox"/> Approve - approved to proceed to a Xoserve led analysis. It is likely that this change will require a UNC Mod depending on the outcome of the analysis. | <input type="checkbox"/> Reject | <input type="checkbox"/> Defer |
| Industry | <input type="checkbox"/> 10 Working Days | <input type="checkbox"/> 20 Working Days | |

| | | |
|--|--|---|
| Consultation: | <input type="checkbox"/> 30 Working Days | <input type="checkbox"/> Other [Specify Here] |
| Expected date of receipt for responses (to Xserve) | XX/XX/XXXX | |

| | | |
|-------------------------|------------------------------|-----------------------------|
| DSC Consultation Issue: | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Date Issued: | Click here to enter a date. | |
| Comms Ref(s): | | |
| Number of Responses: | | |

A8: DSC Voting Outcome

| | | | |
|------------------|---|------------------------------|-----------------------------------|
| Solution Voting: | <input type="checkbox"/> Shipper | Please select. | |
| | <input type="checkbox"/> National Grid Transmission | Please select. | |
| | <input type="checkbox"/> Distribution Network Operator | Please select. | |
| | <input type="checkbox"/> 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: | <input type="checkbox"/> No | <input type="checkbox"/> Yes | If [Yes] please specify <Release> |

Please send the completed forms to: box.xserve.portfoliooffice@xserve.com

Section C: DSG Discussion

C1: Delivery Sub-Group (DSG) Recommendations

| | |
|----------------------------------|--|
| DSG Date: | 18/02/2019 |
| DSG Summary: | ES presented the Change Proposal to DSG. The Change Proposal was raised by the Distribution Network. LW provided an overview of the requirements specified in the Change Proposal; its purpose to analysis the impact of taking the obligations from them and will need a MOD if it will progress. |
| Capture Document / Requirements: | N/A |
| DSG Recommendation: | N/A |
| DSG Recommended Release: | N/A |

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: | <input type="checkbox"/> CMA Order | <input type="checkbox"/> MOD / Ofgem | |
| | <input type="checkbox"/> EU Legislation | <input type="checkbox"/> License Condition | |
| | <input type="checkbox"/> BEIS | <input checked="" type="checkbox"/> ChMC endorsed Change Proposal | |
| | <input type="checkbox"/> SPAA Change Proposal | <input type="checkbox"/> Additional / 3rd Party Service Request | |
| | <input type="checkbox"/> Other | <If [Other] please provide details here> | |
| Customer group(s) impacted if the change is not delivered: | <input type="checkbox"/> Shipper | <input type="checkbox"/> IGT | <input checked="" type="checkbox"/> Network |
| | <input type="checkbox"/> Xoserve | <input type="checkbox"/> NG Transmission | <input type="checkbox"/> NTS |
| | <input type="checkbox"/> Other | <If [Other] please provide details here> | |
| Associated Change Ref Number(s): | N/A | Associated MOD Number(s): | N/A |
| Perceived delivery effort (days): | <input type="checkbox"/> 0-30 | <input type="checkbox"/> 30-60 | |
| | <input checked="" type="checkbox"/> 60-100 | <input type="checkbox"/> 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. | | <input checked="" type="checkbox"/> Yes (if selected please answer the next question) <input type="checkbox"/> 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: | <input type="checkbox"/> New Technology | | <input type="checkbox"/> Theft of Gas |
| | <input type="checkbox"/> Mass Data | | <input type="checkbox"/> Xoserve Employee Data |
| | <input type="checkbox"/> Vulnerable Customer Data | | <input type="checkbox"/> Fundamental changes to Xoserve |
| | <input checked="" type="checkbox"/> Other | | NDM Sample Data |
| | (If any of the above boxes have been selected then please contact The Data Protection Officer (Sally Hall) to complete the DPIA. | | |
| Change Beneficiary: <i>How many market participant or segments stand to benefit this change?</i> | <input type="checkbox"/> Multiple Market Participants | | <input type="checkbox"/> Multiple Market Group |
| | <input type="checkbox"/> All UK Gas Market Participants | | <input type="checkbox"/> Xoserve Only |
| | <input checked="" type="checkbox"/> One Market Group | | <input type="checkbox"/> One Market Participant |
| Primary Impacted DSC Service Area: | Service Area 15: Demand Estimation | | |
| Number of Service Areas Impacted: | <input checked="" type="checkbox"/> One | | <input type="checkbox"/> Two to Five |
| | <input type="checkbox"/> Five to Twenty | | <input type="checkbox"/> All |

| | | | |
|---|---|--|------------------------------------|
| Improvement Scale? | <input type="checkbox"/> High | <input checked="" type="checkbox"/> Medium | <input type="checkbox"/> Low |
| Are any of the following at risk if the change is not delivered? | <input type="checkbox"/> Safety of Supply at risk | | |
| | <input type="checkbox"/> Customer(s) incurring financial loss | | |
| | <input type="checkbox"/> Customer Switching at risk | | |
| Are any of the following required if the change is delivered? | <input type="checkbox"/> Customer System Changes Required | | |
| | <input type="checkbox"/> Customer Testing Likely Required | | |
| | <input type="checkbox"/> Customer Training Required | | |
| Primary Application impacted: | <input type="checkbox"/> BW | <input type="checkbox"/> ISU | <input type="checkbox"/> CMS |
| | <input type="checkbox"/> AMT | <input type="checkbox"/> EFT | <input type="checkbox"/> IX |
| | <input type="checkbox"/> Gemini | <input type="checkbox"/> Birst | <input type="checkbox"/> API |
| | <input checked="" type="checkbox"/> Other | Demand Estimation | |
| Business Process Impacted: | <input type="checkbox"/> AQ | <input type="checkbox"/> SPA | <input type="checkbox"/> RGMA |
| | <input type="checkbox"/> Reads | <input type="checkbox"/> Portal | <input type="checkbox"/> Invoicing |
| | <input checked="" type="checkbox"/> Other | Demand Estimation | |
| Any known impacts to external services and/or systems as a result of this change? | <input checked="" type="checkbox"/> Yes | Daily Reads Services | |
| | <input type="checkbox"/> No | | |

Workaround Details

| | | | |
|---|--|---|-------------------------------|
| Workaround in operation? | <input type="checkbox"/> Yes | If [No] please do <u>not</u> continue completing the [Workaround Details] section | |
| | <input checked="" type="checkbox"/> No | | |
| Who is accountable for the workaround? | <input type="checkbox"/> Xoserve | <input type="checkbox"/> External Customer | <input type="checkbox"/> Both |
| What is the Frequency of the workaround? | | | |
| What is the lifespan for the workaround? | | | |
| What is the number of resource effort hours required to service workaround? | | | |
| What is the Complexity of the workaround? | <input type="checkbox"/> Low | <i>(easy, repetitive, quick task, very little risk of human error)</i> | |
| | <input type="checkbox"/> Medium | <i>(moderate difficult, requires some form of offline calculation, possible risk of human error in determining outcome)</i> | |
| | <input type="checkbox"/> High | <i>(complicate task, time consuming, requires specialist resources, high risk of human error in determining outcome)</i> | |

Prioritisation Score

| | |
|------------------------------|-----|
| Change Prioritisation Score: | 29% |
|------------------------------|-----|

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 | With DSG | 14/02/2019 | Xoserve | Result from ChMC on 13 th February added. |
| 4 | With DSG | 18/02/2019 | Xoserve | Ratification of the prioritisation score with DSG |

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 12 th December 2018. |