

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	
	Telephone:	07793463675	
Xoserve Representative Details:	Name:	Leanne Jackson	
	Email:	Leanne.Jackson@xoserve.com	
	Telephone:	07779030956	
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 type="checkbox"/> Distribution Network Operator
	<input type="checkbox"/> NG Transmission	<input type="checkbox"/> IGT
	<input type="checkbox"/> Other	<If [Other] please provide details here>

A3: Proposer Requirements / Final (redlined) Change

Change Description:	<p>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.</p> <p>The confirmation of a read successfully loaded by Xoserve will be via email.</p> <p>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.</p>
Proposed Release:	This is not release dependant, would need to be implemented as

	soon as practically possible.	
Proposed Consultation Period:	<input checked="" type="checkbox"/> 10 Working Days	<input type="checkbox"/> 20 Working Days
	<input type="checkbox"/> 30 Working Days	<input type="checkbox"/> 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.
	<i>What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?</i>
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.
	<i>When are the benefits of the change likely to be realised?</i>
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.
	<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>

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>		
	<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	33 %
	<input type="checkbox"/> National Grid Transmission	XX %
	<input checked="" type="checkbox"/> Distribution Network Operator	67 %
	<input type="checkbox"/> IGT	XX %
	<input type="checkbox"/> 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:	<input checked="" type="checkbox"/> Approve (to proceed to DSG –	<input type="checkbox"/> Reject	<input checked="" type="checkbox"/> Defer (13 th February 2019)
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	13 th March 2019)		
Industry Consultation:	<input checked="" type="checkbox"/> 10 Working Days	<input type="checkbox"/> 20 Working Days	
	<input type="checkbox"/> 30 Working Days	<input type="checkbox"/> Other [Specify Here]	
Expected date of receipt for responses (to Xserve)	1 st March 2019		

DSC Consultation Issue:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> 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:	<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 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:	<input checked="" type="checkbox"/> Approve	<input type="checkbox"/> Reject	<input type="checkbox"/> Defer
Publication of consultation response:	<input checked="" type="checkbox"/> Publish		<input type="checkbox"/> Private

Please send the completed forms to: uklink@xserve.com

B2: User Details

User Contact Details:	Organisation:	E.ON
	Name:	Kirsty Dudley
	Email:	Kirsty.Dudley@eonenergy.com
	Telephone:	07816 172 645

B2: ChMC Industry Consultation

<p>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</p>
<p>Our assessment is this interim approach would have impacts on us and due to this we do not support this approach.</p> <ol style="list-style-type: none"> 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 our interpretation is we'd have to reconcile these reports rather than the rejection reasons on receipt of the files
<p>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.</p>
<p>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 delivered under XRN4621 in November 2019. This may be led by Xserve but it doesn't mean Shippers can deploy an adhoc interim solution.</p> <p>Our assessment outcome is this change would not just impact Xserve, 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.</p> <p>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.</p>
<p>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)</p>
<p>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.</p>
<p>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?</p>
<p>We support the funding principles outlined should the change be approved.</p>

Change Proposal in principle:	<input type="checkbox"/> Approve	<input checked="" type="checkbox"/> Reject	<input type="checkbox"/> Defer
Publication of consultation response:	<input checked="" type="checkbox"/> Publish		<input type="checkbox"/> Private

Please send the completed forms to: uklink@xserve.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 - <i>if reads are entered manually, does this still trigger a U10 back to the shipper to close the process?</i>		
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:	<input checked="" type="checkbox"/> Approve	<input type="checkbox"/> Reject <input type="checkbox"/> Defer
Publication of consultation response:	<input checked="" type="checkbox"/> Publish	<input type="checkbox"/> 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:	<input checked="" type="checkbox"/> Approve	<input type="checkbox"/> Reject	<input type="checkbox"/> Defer
Publication of consultation response:	<input checked="" type="checkbox"/> Publish		<input type="checkbox"/> 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:	<p>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.</p>		
Capture Document / Requirements:	<Insert where appropriate>		
DSG Recommendation:	<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		

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 checked="" type="checkbox"/> Shipper	<input type="checkbox"/> IGT	<input 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):	XRN4621	Associated MOD Number(s):	N/A
Perceived delivery effort (days):	<input type="checkbox"/> 0-30	<input type="checkbox"/> 30-60	
	<input type="checkbox"/> 60-100	<input checked="" 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 type="checkbox"/> Yes (if selected please answer the next question)
			<input checked="" 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 type="checkbox"/> 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: <i>How many market participant or segments stand to benefit this change?</i>	<input checked="" 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 type="checkbox"/> One Market Group		<input type="checkbox"/> One Market Participant
Primary Impacted DSC Service Area:	Service Area 5: Metered Volume and Metered Quantity		
Number of Service	<input checked="" type="checkbox"/> One		<input type="checkbox"/> Two to Five

Areas Impacted:	<input type="checkbox"/> Five to Twenty		<input type="checkbox"/> All
Improvement Scale?	<input type="checkbox"/> High	<input type="checkbox"/> Medium	<input checked="" 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 checked="" 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 type="checkbox"/> Other	<If [Other] please provide details here>	
Business Process Impacted:	<input type="checkbox"/> AQ	<input type="checkbox"/> SPA	<input type="checkbox"/> RGMA
	<input checked="" type="checkbox"/> Reads	<input type="checkbox"/> Portal	<input type="checkbox"/> Invoicing
	<input type="checkbox"/> Other	<If [Other] please provide details here>	
Any known impacts to external services and/or systems as a result of this change?	<input type="checkbox"/> Yes	<If [Yes] please provide details here>	
	<input checked="" type="checkbox"/> No		

Workaround Details

Workaround in operation?	<input checked="" type="checkbox"/> Yes	If [No] please do <u>not</u> continue completing the [Workaround Details] section
	<input type="checkbox"/> No	
Who is accountable for the workaround?	<input checked="" type="checkbox"/> Xoserve	<input type="checkbox"/> External Customer <input type="checkbox"/> 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?	<input checked="" 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:	48%
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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 13 th 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 18 th 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 12 th December 2018.