

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:	XRN 5196		
Change Title:	Address Amendments Validation		
Date Raised:	16/06/2020		
Sponsor Representative Details:	Organisation:	BU-UK	
	Name:	Rebecca Cailles	
	Email:	Rebecca.Cailles@bu-uk.co.uk	
	Telephone:	01359308226	
Xoserve Representative Details:	Name:	Jane Goodes	
	Email:	Jane.goodes@xoserve.com	
	Telephone:	07787 700610	
	Business Owner:	Alex Stuart	
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 checked="" type="checkbox"/> IGT
	<input type="checkbox"/> All	<input type="checkbox"/> Other <Please provide details here>
Justification for Customer Class(es) selection	Potential to impact Shippers too but this will not be clear until capture has commenced should the Change Proposal be approved at Change Management Committee	

A3: Proposer Requirements / Final (redlined) Change

Problem Statement:	Once a Shipper has confirmed a site, IGTs are unable to update or challenge updates on the site. For example, for address amendments, a Shipper completed an address amendment over 14 miles away. The first issue is that the address amendment was allowed and secondly the IGT had no way to challenge the update.
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Change Description:	Provide IGTs with a formal mechanism to challenge address amendments where they believe an update is incorrect.		
Proposed Release:	Release: Feb/Jun/Nov XX or Adhoc DD/MM/YYYY		
Proposed Consultation Period:	<input type="checkbox"/> 10 Working Days	<input type="checkbox"/> 15 Working Days	
	<input type="checkbox"/> 20 Working Days	<input type="checkbox"/> Other [Specify Here]	

A4: Benefits and Justification

Benefit Description:	Prevents unnecessary re-work for IGTs and any negative impacts to revenue collection. Could also impact end consumer if special category information is being sent to an incorrect address. <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:	Immediately upon implementation <i>When are the benefits of the change likely to be realised?</i>		
Benefit Dependencies:	N/A <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 – Removed

(see Section C for DSG recommendations)

A6: Service Lines and Funding

Service Line(s) Impacted - New or existing	Service Area 21: Data flows and services to Network Operators		
Level of Impact	Major/ Minor/ Unclear / None		
If None please give justification			
Impacts on UK Link Manual/ Data Permissions Matrix	TBC		
Level of Impact	Major/ Minor/ Unclear / None		
If None please give justification			
Funding Classes :	Customer Classes/ Funding	Delivery of Change	On-going Budget Amendment
	<input type="checkbox"/> Shipper	XX %	XX %

	<input type="checkbox"/> National Grid Transmission	XX %	XX %
	<input type="checkbox"/> Distribution Network Operator	XX %	XX %
	<input checked="" type="checkbox"/> IGT	100%	XX %
	<input type="checkbox"/> Other <please specify>	XX %	XX %
ROM or funding details:			
Funding Comments:			

A7: ChMC Recommendation

Change Status:	<input checked="" type="checkbox"/> Approve	<input type="checkbox"/> Reject	<input type="checkbox"/> Defer
Industry Consultation:	<input type="checkbox"/> 10 Working Days	<input type="checkbox"/> 15 Working Days	
	<input type="checkbox"/> 20 Working Days	<input type="checkbox"/> Other [Specify Here]	
Expected date of receipt for responses (to Xoserve)	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: 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.xoserve.portfoliooffice@xoserve.com

Version Control

Document

Version	Status	Date	Author(s)	Remarks
1.0	Approved	24/6/20	Jane Goodes	Approved at IGT Constituency
2.0	With DSG	09/07/2020	Rachel Taggart	Updated with the outcome from ChMC on 08/07/2020