

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 5003		
Change Title:	Data Access Platform DN Dashboard		
Date Raised:	15/08/2019		
Sponsor Representative Details:	Organisation:	Northern Gas Networks	
	Name:	Helen Chandler	
	Email:	Helen Chandler <hchandler@northerngas.co.uk>	
	Telephone:	07580704123	
Xoserve Representative Details:	Name:	Victoria Mustard	
	Email:	Victoria.mustard@xoserve.com	
	Telephone:	07519 605 322	
	Business Owner:		
Change Status:	<input checked="" type="checkbox"/> Proposal	<input 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 type="checkbox"/> Shipper	<input checked="" type="checkbox"/> Distribution Network Operator
	<input type="checkbox"/> NG Transmission	<input type="checkbox"/> IGT
	<input type="checkbox"/> All	<input type="checkbox"/> Other <Please provide details here>
Justification for Customer Class(es) selection	All DN's will be able to access agreed portfolio data via this dashboard	

A3: Proposer Requirements / Final (redlined) Change

Problem Statement:	Since the go-live of UK Link the CDSP have been using a cloud based data discovery and Business Intelligence (BI) technology to monitor and analyse internal data. The opportunity to leverage this CDSP capability provides customers a new and more visual way to receive and interpret the data services we are able to provide. The data can be visualised in the form of charts, graphs and dashboards to easily identify key metrics, trends and outliers and then to drill down into the points of interest to focus on the key
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	information																															
Change Description:	<p>The scope of delivery will include:</p> <ul style="list-style-type: none"> • Updates to the Data Discovery Platform Security Model to support rollout to Distribution Networks. • Development of a Distribution Network Dashboard based on data items highlighted below that are already available within the DDP. • Development of further data items to include Address and Twin Stream information to add further value for Distribution Networks. <table border="1" data-bbox="491 757 1078 2029"> <thead> <tr> <th data-bbox="491 757 1078 797">Data Discovery Platform Data Items Available</th> </tr> </thead> <tbody> <tr><td data-bbox="491 797 1078 837">Meter Point Reference Number</td></tr> <tr><td data-bbox="491 837 1078 878">Network Name</td></tr> <tr><td data-bbox="491 878 1078 918">Network Short Code</td></tr> <tr><td data-bbox="491 918 1078 958">SMP Status</td></tr> <tr><td data-bbox="491 958 1078 999">Current Shipper</td></tr> <tr><td data-bbox="491 999 1078 1039">Current Shipper Short Code</td></tr> <tr><td data-bbox="491 1039 1078 1079">Current Supplier</td></tr> <tr><td data-bbox="491 1079 1078 1120">Current Supplier Short Code</td></tr> <tr><td data-bbox="491 1120 1078 1160">Confirmation Reference Number</td></tr> <tr><td data-bbox="491 1160 1078 1200">Confirmation Effective Date</td></tr> <tr><td data-bbox="491 1200 1078 1240">Market Sector Code</td></tr> <tr><td data-bbox="491 1240 1078 1281">Supply Meter Point Class</td></tr> <tr><td data-bbox="491 1281 1078 1321">LDZ ID</td></tr> <tr><td data-bbox="491 1321 1078 1361">Meter Read Batch Frequency</td></tr> <tr><td data-bbox="491 1361 1078 1402">Twin Stream Site Indicator</td></tr> <tr><td data-bbox="491 1402 1078 1442">Shared SMP Indicator</td></tr> <tr><td data-bbox="491 1442 1078 1482">Supply Meter Point AQ</td></tr> <tr><td data-bbox="491 1482 1078 1523">Formula Year SMP AQ</td></tr> <tr><td data-bbox="491 1523 1078 1563">Current Year Minimum</td></tr> <tr><td data-bbox="491 1563 1078 1603">SMP SOQ</td></tr> <tr><td data-bbox="491 1603 1078 1644">Formula Year SMP SOQ</td></tr> <tr><td data-bbox="491 1644 1078 1684">SMP SHQ</td></tr> <tr><td data-bbox="491 1684 1078 1724">End User Category Code</td></tr> <tr><td data-bbox="491 1724 1078 1765">Device Status</td></tr> <tr><td data-bbox="491 1765 1078 1805">Meter Mechanism</td></tr> <tr><td data-bbox="491 1805 1078 1845">MAM Short Code</td></tr> <tr><td data-bbox="491 1845 1078 1886">Meter Read Date</td></tr> <tr><td data-bbox="491 1886 1078 1926">Meter Read Type</td></tr> <tr><td data-bbox="491 1926 1078 1966">Meter Read</td></tr> <tr><td data-bbox="491 1966 1078 2007">Latest Meter Read Date</td></tr> </tbody> </table>	Data Discovery Platform Data Items Available	Meter Point Reference Number	Network Name	Network Short Code	SMP Status	Current Shipper	Current Shipper Short Code	Current Supplier	Current Supplier Short Code	Confirmation Reference Number	Confirmation Effective Date	Market Sector Code	Supply Meter Point Class	LDZ ID	Meter Read Batch Frequency	Twin Stream Site Indicator	Shared SMP Indicator	Supply Meter Point AQ	Formula Year SMP AQ	Current Year Minimum	SMP SOQ	Formula Year SMP SOQ	SMP SHQ	End User Category Code	Device Status	Meter Mechanism	MAM Short Code	Meter Read Date	Meter Read Type	Meter Read	Latest Meter Read Date
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	Latest Meter Read Value	
	Meter Serial Number	
	Meter Read Status	
	Meter Read Creation Date	
	MAM Name	
	Formula Year SMP AQ Effective Date	
	Supply Meter Point AQ Effective Date	
	EUC Identifier Code	
	In addition, subject to approval and	
Proposed Release:	Release: 01/11/2019	
Proposed Consultation Period:	<input checked="" 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:	Ability to interrogate and access data that will be updated daily
	<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:	As soon as implemented
	<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	
Level of Impact	Major/ Minor/ Unclear/ None
If None please give justification	
Impacts on UK Link Manual/ Data Permissions Matrix	

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 type="checkbox"/> IGT	XX %	XX %
	<input type="checkbox"/> Other <please specify>	XX %	XX %
ROM or funding details:			
Funding Comments:			

A7: ChMC Recommendation

Change Status:	<input 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>
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Please send the completed forms to: box.xserve.portfoliooffice@xserve.com

Section C: DSG Discussion

C1: Delivery Sub-Group (DSG) Recommendations

(To be removed if no DSG Discussion is required; Xserve to collate where DSG discussions occur)

DSG Date:	16/09/2019		
DSG Summary:	<p>Paul Orsler (PO) presented this agenda item. PO explained that the change was raised by Northern Gas Networks. This change was raised by DN's to provide access to Data Discovery Platform. PO stated the impacted parties listed within section A2 were Distribution Network Operators only. Furthermore PO provided a background to why the change was raised. The opportunity to leverage the Data Discovery Platform capability provides other DSC Customers a new and more visual way to receive and interpret the data services they are able to receive. This data can be visualised in the form of charts, graphs and dashboards allowing users to drill down into points of interest and focus on the key information. PO stated this is a ChMC endorsed change that will have benefit realisation as soon as it is implemented. PO outlined that there will be training requirements that are needed. This change has a prioritisation score of 34% and was ratified by DSG.</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: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY		

Version Control

Document

Version	Status	Date	Author(s)	Remarks
V1	With DSG	24/09/2019	Xoserve	CP updated with discussions from DSG 16 th September 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.
6.1	In Draft	26/03/2019	Richard Johnson/ Alison Cross	The following minor changes were made: <ul style="list-style-type: none"> - Inclusion of an All 'Impacted Parties' option in A2 - Justification section added to section A2 - Change Description replaced with Problem Statement in section A3 - Remove 'X' in Release information (sections A3, A5, A7, C1 and G8) - Updated Service Line and UK Link impacts and funding section (A6) to include further detail - Amended questions 3 and 4 in section B - Added Service Line/UK link Assessment in section D - Removed Section A5
6.2	For approval	14/05/2019	Alison Cross	Following review at DSC Governance review group re-added Change Description text box

7.0	Approved	13/06/2019	Richard Johnson	DSC Governance Review Group changes to the template approved at Change Management Committee on 12 th June 2019
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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 Driver Type	<input type="checkbox"/> CMA Order <input type="checkbox"/> EU Legislation <input type="checkbox"/> BEIS <input type="checkbox"/> SPAA Change Proposal <input type="checkbox"/> Other <i>(please provide details below)</i>	<input type="checkbox"/> MOD / Ofgem <input type="checkbox"/> License Condition <input checked="" type="checkbox"/> ChMC endorsed Change Proposal <input type="checkbox"/> Additional or 3 rd Party Service Request
Please select the customer group(s) who would be impacted if the change is not delivered	<input type="checkbox"/> Shipper Impact <input checked="" type="checkbox"/> Xoserve Impact	<input type="checkbox"/> iGT Impact <input type="checkbox"/> National Grid Transmission Impact <input checked="" type="checkbox"/> Network Impact
Associated Change reference Number(s)	XRN5003 / XRN5004	
Associated MOD Number(s)		
Perceived delivery effort	<input type="checkbox"/> 0 – 30 <input checked="" type="checkbox"/> 60 – 100	<input type="checkbox"/> 30 – 60 <input type="checkbox"/> 100+ days
Does the project involve the processing of personal data? <i>'Any information relating to an identifiable person who can be directly or indirectly identified in particular by reference to an identifier' – includes MPRNS.</i>	<input type="checkbox"/> Yes <i>(If yes please answer the next question)</i> <input checked="" type="checkbox"/> No	
A Data Protection Impact Assessment (DPIA) will be required if the delivery of the change involves the processing of personal data in any of the following scenarios:	<input type="checkbox"/> New technology <input type="checkbox"/> Mass data <input type="checkbox"/> Fundamental changes to Xoserve business <input type="checkbox"/> Other <i>(please provide details below)</i>	
Change Beneficiary <i>How many market participant or segments stand to benefit from the introduction of the change?</i>	<input checked="" type="checkbox"/> Multiple Market Participants <input type="checkbox"/> All industry UK Gas Market participants <input type="checkbox"/> One Market Group	
Primary Impacted DSC Service Area	Service Area 16: Provision of Supply Point Information Services and Other Services Required to be Provided Under Condition of the GT Licence	
Number of Service Areas Impacted	<input type="checkbox"/> All <input checked="" type="checkbox"/> One <input type="checkbox"/> Five to Twenty <input type="checkbox"/> Two to Five	
Change Improvement Scale? <i>How much work would be reduced for the customer if the change is implemented?</i>	<input checked="" 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 checked="" 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 checked="" type="checkbox"/> Customer System Changes Required	
<input type="checkbox"/> Customer Testing Likely Required	
<input type="checkbox"/> Customer Training Required	
Known Impact to Systems / Processes	
Primary Application impacted	<input checked="" type="checkbox"/> BW <input type="checkbox"/> ISU <input checked="" type="checkbox"/> CMS <input type="checkbox"/> AMT <input type="checkbox"/> EFT <input type="checkbox"/> IX <input checked="" type="checkbox"/> Gemini <input checked="" type="checkbox"/> Birst <input type="checkbox"/> Other <i>(please provide details below)</i>
Business Process Impact	<input checked="" type="checkbox"/> AQ <input checked="" type="checkbox"/> SPA <input type="checkbox"/> RGMA <input checked="" type="checkbox"/> Reads <input type="checkbox"/> Portal <input checked="" type="checkbox"/> Invoicing <input checked="" type="checkbox"/> Other <i>(please provide details below)</i>
Are there any known impacts to external services and/or systems as a result of delivery of this change?	<input type="checkbox"/> Yes <i>(please provide details below)</i> <input checked="" type="checkbox"/> No
Please select customer group(s) who would be impacted if the change is not delivered.	<input type="checkbox"/> Shipper impact <input checked="" type="checkbox"/> Network impact <input type="checkbox"/> iGT impact <input checked="" type="checkbox"/> Xoserve impact <input type="checkbox"/> National Grid Transmission Impact
Workaround currently in operation?	
Is there a Workaround in operation?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes who is accountable for the workaround?	<input type="checkbox"/> Xoserve <input type="checkbox"/> External Customer <input checked="" type="checkbox"/> Both Xoserve and External Customer
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 checked="" type="checkbox"/> High <i>(complicate task, time consuming, requires specialist resources, high risk of human error in determining outcome)</i>
Change Prioritisation Score	

Document Control

Version History

Version	Status	Date	Author(s)	Summary of Changes
1	Draft	27/08/2019	Elliott Williams	Appendix completed

