Detailed Design Change Pack

# Communication Detail

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| Comm Reference: | 3213.6 - VO - PO |
| Comm Title: | XRN5547 Updating the Comprehensive Invoice Master List and INV template – Detailed Design Clarification |
| Comm Date: | 14/08/2023 |

**Change Representation**

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| Action Required: | For information |
| Close Out Date: | 29/08/2023 |

# Change Detail

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| Xoserve Reference Number: | [XRN5547](https://www.xoserve.com/change/customer-change-register/xrn-5547-updating-the-comprehensive-invoice-master-list-and-inv-template/) |
| Change Class: | Functional |
| \*ChMC Constituency Impacted: | Shippers, all Classes  Distribution Networks (DNOs)  National Gas Transmission (NTS)  *\*Assumed impacted parties of the proposed change, all parties are encouraged to review* |
| Change Owner: | [uklinkdelivery@xoserve.com](mailto:uklinkdelivery@xoserve.com) |
| Background and Context: | Change XRN5547 was raised to investigate the following customer pain points:   1. The content and format of the Comprehensive Invoices Charge Master List document 2. Identification of Charge Types applicable for Domestic Reverse Charge (DRC) and associated clause wording   On part 1, the key issue raised is that the descriptions available for each Charge Type do not clearly identify what the Charge Type is for and, therefore, the Shipper cannot readily validate their accounting of each charge without completing additional research into each Charge Type.  Part 2 highlights that, currently, there is a standard clause on invoices that may contain a charge that is subject to DRC however it is not clear to the customer which Charge Types this actually impacts. This may result in the Shipper not accounting for the DRC charges correctly. The clause in question is clause 3 and worded as follows:  “IF YOU ARE ESTABLISHED IN THE EU AND NO UK VAT CHARGED ON THIS INVOICE, YOU NEED TO ACCOUNT FOR REVERSE CHARGE VAT UNDER EITHER EU DIR 2006 112 ART 38, 44, 195, 196, OR UK DOMESTIC REVERSE CHARGE”  Following approval of the detailed design change pack at Change Management Committee (ChMC) on 09/08/2023, updates can now be made to the Comprehensive Invoices Charge Master List to create the final version which will be implemented as part of Minor Release 11 (scheduled to go live on 22nd September 2023). |

# Change Impact Assessment Dashboard

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| Functional: | Invoicing |
| Non-Functional: | None |
| Application: | None |
| User(s): | Shippers (all classes), DNOs and NTS |
| Documentation: | None |
| Other: | None |

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| Files | | | | |
| File | Parent Record | Record | Data Attribute | Hierarchy or Format  Agreed |
| N/A | N/A | N/A | N/A | N/A |

# Change Design Description

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| **Approved Design**  Within the Comprehensive Invoices Charge Master List presented in the detailed design change pack, the new VAT code and standard clause were not reflected, as the functional changes had not approved at that point. As these have now been approved, the document has been updated to reflect the agreed details that will be in place following implementation of XRN5547. It also incorporates updates made following customer representation on the design change pack that was issued out for consultation and has subsequently been approved.  **Updates to the Comprehensive Invoices Charge Master List document**  The following updates have been made to the document:   * VAT code updated against Charge Types subject to the Reverse Charge * Additional definitions added to some columns following customer representation * Invoice issue descriptions have been updated to define business days clearly * Capitalisation within the standard clause statements has been standardised * Clause wording reference Reverse Charge updated * Updated links will be added to the glossary ahead of document publication     Currently a version of the charge type list is available on Xoserve.com [here](https://www.xoserve.com/help-centre/invoices/invoice-type-charges-vat/). We will seek to have this updated with the published version following implementation of Minor Release 11 (scheduled to go live on 22nd September 2023)  **Updated Standard Clause**  During project build activities it has been found that the drafted standard clause wording was too large for the existing record fields. As such the word DOMESTIC has been removed from the clause. Although known as Domestic Reverse Charge (DRC), “Reverse Charge” is the term that is required to be included within the clause. Finalised wording is included below for reference and is included within the Comprehensive Invoices Charge Master List document above.  Please note, the initial sentence of the clause, “PAYMENT OF ANY AMOUNT SHALL BE MADE IN POUNDS STERLING TO THE BANK ACCOUNT DETAILED”, was not included as part of the proposed rewording as this is not related to the reverse charge and persists from the current position.  *“PAYMENT OF ANY AMOUNT SHALL BE MADE IN POUNDS STERLING TO THE BANK ACCOUNT DETAILED. CHARGES ON THIS INVOICE MAY BE SUBJECT TO, AND THEREFORE SHOULD BE ACCOUNTED FOR, UNDER THE UK REVERSE CHARGE. THE RECIPIENT OF THIS INVOICE SHOULD ACCOUNT FOR THE VAT OF ANY CHARGE TYPES INCLUDING THE DRC INDICATOR AT THE APPLICABLE RATE, BASED ON THE VAT EXCLUSIVE SELLING PRICE”* |

# Associated Changes

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| Associated Change(s) and Title(s): | N/A |

# DSG

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| Target DSG discussion date: | 21/08/2023 |
| Any further information: | To present the key points of this pack and discuss any comments as a result or already provided from the Detailed Design Change Pack representations. |

# Implementation

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| Target Release: | Release: XRN5647  MiR Drop 11, Sep 2023 |
| Status: | Approved |

Industry Response Detailed Design Review

Change Representation

(To be completed by User and returned for response)

# *Please consider any commercial impacts to your organisation that Xoserve need to be aware of when formulating your response*

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| User Contact Details: | Organisation: | E.ON |
| Name: | Kirsty Dudley |
| Email: | Kirsty.Dudley@eonenegy.com |
| Telephone: | 07816172645 |
| Customer decision on Change Pack: | approved | |
| Representation Publication: | Publish | |
| Representation Comments: | We support the following: 1) the amendments to the excel document, they incorporate our previous feedback 2) the drafting of the domestic reverse charge clause to fit the max field length 3) the proposed minor release implementation data for the document release | |

# Xoserve’ s Response

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| Xoserve Response to Organisations Comments: | Thank you for your representation, we will feed this into ChMC for a final decision. |

Please send the completed representation response to [uklink@xoserve.com](mailto:uklink@xoserve.com)

Change Management Committee Outcome

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| Change Status: | For information | Reject | | | Defer |
| Industry Consultation: | 10 Working Days | | 15 Working Days | | |
| 20 Working Days | | Other [Specify Here] | | |
| Date Issued: | 14/08/2023 | | | | |
| Comms Ref(s): | 3213.6 - VO - PO | | | | |
| Number of Responses: | 1 | | | | |
| Solution Voting: | Shipper | | | Please select. | |
| National Gas Transmission | | | Please select. | |
| Distribution Network Operator | | | Please select. | |
| IGT | | | Please select. | |
| Meeting Date: | 13/09/2023 | | | | |
| Release Date: | Minor release 11 | | | | |

Please send the completed representation response to [uklink@xoserve.com](mailto:uklink@xoserve.com)

Version Control

# Document

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| Version | Status | Date | Author(s) | Remarks |
| 1.0 | For Approval |  | Phanitha Chalasani |  |

# Template

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| Version | Status | Date | Author(s) | Remarks | Approved By |
| 1.0 | Approved | 09/03/2022 | Rachel Taggart | Detail Design Change Pack transferred to own document | Change Management Committee on 09/03/2022 |
| 1.1 | Approved | 25/04/2023 | Rachel Taggart | Updated with new font branding | Emma Smith |