

**DSC Change Proposal**

**Change Reference Number: XRN4770**

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Xoserve to fill out all of the information in this colour

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| **Change Title** | NDM Sample Data – Mod 0654 Delivery  |
| **Date Raised** | 26/09/2018 |
| **Sponsor Organisation** | E.ON |
| **Sponsor Name** | Kirsty Dudley |
| **Sponsor Contact Details** | Kirsty.Dudley@eonenergy.com |
| **Xoserve Contact Name** | Fiona Cottam |
| **Xoserve Contact Details**  | Fiona.Cottam@Xoserve.com  |
| **Change Status** | Proposal / With DSG / Out for Consultation / Voting / Approved or Rejected |
| **Section A1: Impacted Parties** |
| **Customer Class(es)** | [x]  Shipper[ ]  National Grid Transmission[x]  Distribution Network Operator[ ]  iGT |
| **Section A2: Proposer Requirements / Final (redlined) Change** |
| Following the approval of Modification 0654S / IGT110V - Mandating the provision of NDM sample data; this XRN has been created to deliver the system and reporting requirements. In summary the modification requirements are (refer to mod for full details):* Data cuts are to be provided to the CDSP in line with one of the following submission frequencies:
	+ Monthly – By the 5th BD of each month (CDSPs preferred option to support continuous review of algorithm performance)
	+ Quarterly – By the 5th BD of January, April, July and October each year
	+ Twice Yearly – By the 5th BD of April and October each year
* The format used is that outlined in Mod 0654 and in line with the Third Party Supplied NDM Sample Data Guidance and File Format Document and with the specified file naming to the specified mailbox
* The sample is a cross section of all EUCs or the single EUC held by that Shipper where they are >25k supply points and cover GT and IGT where applicable
* A PAC report is to be provided to monitor Shipper participation and ensure the data is provided in a timely manner
	+ The report will be run a minimum of twice a year with the opportunity for PAC to request adhoc reports
	+ Reports will be run no later than 1st May and 1st November
	+ Where a Shipper as >25,000 and hasn’t submitted either a monthly, quarterly or twice yearly sample they will be included in the report and will have a 0% shown for their submission
	+ Where the Shipper provides a monthly or quarterly sample the report will show the latest submissions information
	+ The high-level report will contain – any further information required by PAC will be developed by the PAC – the example report is below

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| Shipper | Submission DateYYYYMMDD | <25,000Y/N | % of portfolio Supplied | Contains IGTsY/N | Monthly, Quarterly or Twice Yearly submission  | Received within 5WD window Y/N |
| Shipper A | NA | Y | NA | NA | NA | NA |
| Shipper B | 20190403 | N | 3% | Y | Monthly  | Y |
| Shipper C | NA | N | 0% | NA | NA | N |

The report is being submitted to the PAC only – which is the Mod 0654 approval.  |
| **Proposed Release** | ASAP, no later than the Feb 2019 release **06/11/2018 – Propose to include in Feb 2019 release** |
| **Proposed Consultation Period**  | 10WD  |
| **Section A3: Benefits and Justification**  |
| **Benefit Description***What, if any, are the tangible benefits of introducing this change?* *What, if any, are the intangible benefits of introducing this change?* | The PAC can use this report to monitor submissions and choose to take any necessary next steps – this report is to act as information and no incentives are being introduced via mod 0654 or this change. The modification has been approved so the solution is to be implemented.  |
| **Benefit Realisation** *When are the benefits of the change likely to be realised?* | Without this report there will be no mechanism to understand who has or hasn’t submitted sample data to the CDSP, although no financial benefit the benefits for this change are linked to information rather than cost/benefit. It also doesn’t implement the approved modification.  |
| **Benefit Dependencies** *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.* | None identified through drafting but through development this may change.  |
| **Section A4: Delivery Sub-Group (DSG) Recommendations**  |
| 6/11/18 – not issued to DSG for solution optioning as the solution was set out in the MOD including the format in which to submit the data. the process already exists, the change mandates the provision of data to Xoserve. Some additional reporting to be provided to PAC.  |
| **DSG Recommendation** | Approve / Reject / Defer /  |
| **DSG Recommended Release** | Release X: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY |
| **Section A5: DSC Consultation**  |
| **Issued** | Yes / **No** |
| **Date(s) Issued** |  |
| **Comms Ref(s)** |  |
| **Number of Responses** |  |
| **Section A6: Funding** |
| **Funding Classes**  | Shipper 50% National Grid Transmission 0% Distribution Network Operator 50% iGT 0%  |
| **Service Line(s)** | DSC Service Area 15: Demand Estimation |
| **ROM or funding details**  | N/A |
| **Funding Comments**  | Zero cost change as process exists under current DSC Services |
| **Section A7: ChMC Recommendation**  |
| **Change Status** | [ ]  Approve – Issue to DSG[x]  Defer – [ ]  RejectDemand Estimation Sub-Committee (DESC) will be asked to validate the implementation date of this change. Following their response, it will be included within a Change Pack with the final solution for implementation. Meeting date: 10th October 2018 |
| **Industry Consultation** | [ ]  10 Working Days[ ]  20 Working Days[ ]  30 Working daysOther: |
| **Expected date of receipt for responses (to Xoserve)** |  |
| **DSC Consultation** |
| **Issued** | [x]  Yes[ ]  NoFollowing ChMC on 10th October. Initial Review (Section B) |
| **Date Issued** | 12/10/2018 |
| **Comms Ref(s)** | 2102.4 – RJ – ES |
| **Number of Responses** |  |
|  |  |
| **Section A8: DSC Voting Outcome** |
| **Solution Voting**  | Shipper TBC National Grid Transmission NA  Distribution Network Operator NA iGT NA  |
| **Meeting Date**  | XX/XX/XXXX |
| **Release Date** | Release X: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY or NA |
| **Overall Outcome**  | Approved for Release X / Rejected  |

**Please send the completed forms to:** **mailto:box.xoserve.portfoliooffice@xoserve.com**

**Document Version History**

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| **Version** | **Status** | **Date** | **Author(s)** | **Summary of Changes** |
| 1.0 | Proposal | 26/09/18 | Xoserve | Section A6 updated |
| 2.0 | Proposal | 12/10/18 | Xoserve | ChMC comments from 10th October added to section 6. |
| 3.0 | Proposal | 19/10/18 | Xoserve | Notes from DSG meeting on 15th October added to section C |

 **Template Version History**

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| **Version** | **Status** | **Date** | **Author(s)** | **Summary of Changes** |
| 2.0  | Approved | 01/05/18  | Emma Smith | Layout and cosmetic changes made following internal review |

**Section C: DSC Change Proposal: DSG Discussion**

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

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| **Section C1: Delivery Sub-Group (DSG) Recommendations**  |
| **DSG Date** | **15/10/2018** |
| **DSG Summary** |
| The description of the change, and the change prioritisation score of 34%, was presented to DSG (slide 61). The purpose of the change is to deliver the system and reporting requirements following the approval of Modification 0654S/IGT110V (Mandating the provision of NDM Sample Data). SC asked for the purpose of the reporting. ES explained that the reporting would be used by the Xoserve Demand Estimation Team to create new profiles and sample data. |
| **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.

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| **Change Driver Type**  | [ ]  CMA Order [x]  MOD / Ofgem [ ]  EU Legislation [ ]  License Condition [ ]  BEIS [ ]  ChMC endorsed Change Proposal [ ]  SPAA Change Proposal [ ]  Additional or 3rd Party Service Request [ ]  Other*(please provide details below)*  |
| **Please select the customer group(s) who would be impacted if the change is not delivered** | [x] Shipper Impact [ ] iGT Impact [ ] Network Impact [ ] Xoserve Impact [ ] National Grid Transmission Impact  |
| **Associated Change reference Number(s)** | **N/A** |
| **Associated MOD Number(s)** | **N/A** |
| **Perceived delivery effort** | [x]  0 – 30 [ ]  30 – 60 [ ]  60 – 100 [ ]  100+ days  |
| **Does the project 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.* | [ ]  Yes *(If yes please answer the next question)* [x]  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:**  | [ ]  New technology [ ]  Vulnerable customer data [ ]  Theft of Gas[ ]  Mass data [ ]  Xoserve employee data[ ]  Fundamental changes to Xoserve business[ ]  Other*(please provide details below)* *(If any of the above boxes have been selected then please contact The Data Protection Officer (Sally Hall) to complete the DPIA.*  |
| **Change Beneficiary** *How many market participant or segments stand to benefit from the introduction of the change?*  | [ ]  Multiple Market Participants [ ]  Multiple Market Group [ ]  All industry UK Gas Market participants [ ]  Xoserve Only [x]  One Market Group [ ]  One Market Participant  |
| **Primary Impacted DSC Service Area**  | Service Area 18: Provision of User Reports and Information |
| **Number of Service Areas Impacted**  | [ ]  All [ ]  Five to Twenty [x]  Two to Five [ ]  One  |
| **Change Improvement Scale?** *How much work would be reduced for the customer if the change is implemented?* | [ ]  High [x]  Medium [ ]  Low  |
| **Are any of the following at risk if the change is not delivered?**  |
| [ ]  Safety of Supply at risk [ ] Customer(s) incurring financial loss [ ]  Customer Switching at risk |
| **Are any of the following required if the change is delivered?**  |
| [ ]  Customer System Changes Required [ ]  Customer Testing Likely Required [ ]  Customer Training Required  |
| **Known Impact to Systems / Processes** |
| **Primary Application impacted** | [ ] BW [ ]  ISU [ ]  CMS [ ]  AMT [ ]  EFT [ ]  IX [ ]  Gemini [ ]  Birst [x]  Other *(please provide details below)* |
| **Business Process Impact**  | [ ] AQ [ ] SPA [ ] RGMA[ ] Reads [ ] Portal [ ] Invoicing [x]  Other *(please provide details below)*  |
| **Are there any known impacts to external services and/or systems as a result of delivery of this change?** | [ ]  Yes *(please provide details below)*[x]  No |
| **Please select customer group(s) who would be impacted if the change is not delivered.**  | [x]  Shipper impact [ ]  Network impact [ ]  iGT impact [ ]  Xoserve impact [ ]  National Grid Transmission Impact |
| **Workaround currently in operation?** |
| **Is there a Workaround in operation?**  | [ ]  Yes [x]  No |
| **If yes who is accountable for the workaround?**  | [ ] Xoserve[ ]  External Customer [ ]  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?**  | [ ]  Low *(easy, repetitive, quick task, very little risk of human error)* [ ]  Medium *(moderate difficult, requires some form of offline calculation, possible risk of human error in determining outcome)* [ ]  High *(complicate task, time consuming, requires specialist resources, high risk of human error in determining outcome)*  |
| **Change Prioritisation Score** | 34% |

**Document Control**

**Version History**

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| **Version** | **Status** | **Date** | **Author(s)** | **Summary of Changes** |
| 1  | Draft  | 27/04/18  | Anesu Chivenga  |  |