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: | XRN4932 | | | |
| Change Title: | Improvements to the quality of the Conversion Factor values held on the Supply Point Register (MOD0681S) | | | |
| Date Raised: | 12/04/2019 | | | |
| Sponsor Representative Details: | Organisation: | E.ON | | |
| Name: | Kirsty Dudley | | |
| Email: | Kirsty.Dudley@eonenergy.com | | |
| Telephone: | 07816 172645 | | |
| Xoserve Representative Details: | Name: | Fiona Cottam | | |
| Email: | Fiona.Cottam@Xoserve.com | | |
| Telephone: |  | | |
| Change Status: | Proposal | | With DSG | Out for Review |
| **Voting** | | Approved | Rejected |

# A2: Impacted Parties

|  |  |  |
| --- | --- | --- |
| Customer Class(es): | **Shipper** | **Distribution Network Operator** |
| NG Transmission | **IGT** |
| Other | <If [Other] please provide details here> |

# A3: Proposer Requirements / Final (redlined) Change

|  |  |  |
| --- | --- | --- |
| Change Description: | Mod 0681 seeks to introduce the CDSP being given the authority to make changes to the conversion factor in the following circumstances only:   1. a) where the AQ of a meter point falls to 732,000 kWh or lower, the conversion factor should be updated to the default of the standard value of 1.02264, as specified in the Gas (Calculation of Thermal Energy) Regulations, with effect from the effective date of the new AQ. 2. b) where the AQ of a meter point increases above 732,000 kWh, the conversion factor should be set to the last non-standard factor held on the Supply Point Register (if one is available) with effect from the effective date of the new AQ.   This XRN is to initiate capture, so developments run in parallel with Mod 0681. | |
| Proposed Release: | Release: June 2020 | |
| Proposed Consultation Period: | ☐ 10 Working Days | ☐ 20 Working Days |
| ☐ 30 Working Days | ☐ Other [Specify Here] |

# A4: Benefits and Justification

|  |  |
| --- | --- |
| Benefit Description: | UIG taskforce has determined that incorrect conversion factors could be contributing to daily levels of UIG to an estimated value of 0.01% or total LDZ throughput, due to incorrect data being used in energy calculations, and as a result, incorrect daily energy allocations due to incorrect AQs. Auto updating of the information in a timely bound manner will create correct offtake volumes used in reconciliation |
| *What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?* |
| Benefit Realisation: | 1 month post implementation aligned to AQ calculation process (assuming no soft landing) |
| *When are the benefits of the change likely to be realised?* |
| Benefit Dependencies: | AQ calculation process  Notification to User of amended values |
| *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.* |

# A5: Final Delivery Sub-Group (DSG) Recommendations

|  |  |  |  |
| --- | --- | --- | --- |
| Final DSG Recommendation: | *Until a final decision is achieved, please refer to section C of the form.* | | |
| ☐ Approve | ☐ Reject | ☐ Defer |
| DSG Recommended Release: | Release X: Feb/Jun/Nov XX or Adhoc DD/MM/YYYY | | |

# A6: Funding

|  |  |  |
| --- | --- | --- |
| Funding Classes: | **Shipper** | 33 % |
| National Grid Transmission | XX % |
| **Distribution Network Operator** | 67 % |
| IGT | XX % |
| Other <please specify> | XX % |
| Service Line(s) | Service area 5 as set out in budget & charging methodology (Metered volume and quantity) | |
| ROM or funding details: |  | |
| Funding Comments: | 12/04 – Funding arrangements to be discussed and agreed and ChMC | |

# A7: ChMC Recommendation – 8th May 2019

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Change Status: | Approve | ☐ Reject | | ☐ Defer |
| Industry Consultation: | ☐ 10 Working Days | | ☐ 20 Working Days | |
| ☐ 30 Working Days | | ☐ Other [Specify Here] | |
| Expected date of receipt for responses (to Xoserve) | XX/XX/XXXX | | | |

|  |  |  |
| --- | --- | --- |
| DSC Consultation Issue: | **Yes** | No |
| Date Issued: | 14/06/2019 | |
| Comms Ref(s): | 2346.5 - RJ - PO | |
| Number of Responses: | Four responses - three approvals, and one response which approved the implementation date but not the solution option. | |

# A8: DSC Voting Outcome

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Solution Voting: | ☐ Shipper | | | Please select. |
| ☐ National Grid Transmission | | | Please select. |
| ☐ Distribution Network Operator | | | Please select. |
| ☐ 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: | ☐ No | ☐ Yes | If [Yes] please specify <Release> | |

Please send the completed forms to: [box.xoserve.portfoliooffice@xoserve.com](mailto:box.xoserve.portfoliooffice@xoserve.com)

Version Control

# Document

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Version | Status | Date | Author(s) | Remarks |
| 1 | Proposal | 12/04/2019 | Xoserve | Change Proposal |
| 2 | With DSG | 14/05/2019 | Xoserve | Updated following ChMC outcome on 8th May 2019 |
| 3 | Out for review | 14/06/2019 | Xoserve | Solution option added to Section D for June Change Pack |
| 4 | Voting | 04/07/2019 | Xoserve | Change Pack reps added, ready for solution option and release decision at ChMC in July |

# 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 12th December 2018. |

Section D: High Level Solution Options

# D1: Solution Options

|  |  |
| --- | --- |
| Solution Option Summary: | XRN4932 originally had 3 initial solution options that were presented and discussed at DSG on the 20th May 2019. These were initial thoughts on how a solution to facilitate the requirements coming from MOD 0681S could work within ISU. During UIG workgroup, changes were made to the Modification to enhance and provide clarity on considerations put forward by Xoserve/DSG and as a result limited the way we can deliver this change from a system perspective. Therefore only one solution option has been put forward for HLSO and consideration.  **1)** Amend the Conversion Factor as part of a successful Rolling AQ calculation (Monthly or Correction)  **HLSO Documentation**  The High Level Solution Option can be [**found here**](https://www.xoserve.com/media/4382/23465-xrn4932-high-level-solution-option.pdf)  This solution option includes the following system changes in order to facilitate Modification 0681S. Further detail on the proposed solution option is outlined below;  - AQ Rolling/Correction process to trigger need for a notification to Shippers (.NRL) where AQ increases/decreases against the threshold of 732,000kWh and the installed Meter does not have a reflective Conversion Factor (BAU process, inclusion of AQ decrease)  - SAP ISU code to be created to update the Conversion Factor (by way of corrective exchange) after a minimum of 30 days post notification to Shippers  - Estimation of readings (OPNX/FINX) in order to facilitate the Conversion Factor update (BAU process)  - Trigger of .DSR file (BAU process) to inform Shippers of the estimated readings  - Proactive amendment of currently deemed inaccurate Conversion Factors (to be delivered ASAP) to assist with UIG benefit realisation |
| Xoserve preferred option:  (including rationale) | **1)** Amend the Conversion Factor as part of a successful Rolling AQ calculation (Monthly or Correction) |
| DSG preferred solution option:  (including rationale) | TBC (DSG 17th June 2019) |
| Consultation closeout: | 28/06/2019 |

Section E: Industry Response Solution Options Review

# E1: Organisation’s preferred solution option

|  |  |  |
| --- | --- | --- |
| User Contact Details: | Organisation: | Total Gas & Power |
| Name: | Louise Hellyer |
| Email: | louise.hellyer@totalgp.com |
| Telephone: | 01737275638 |
| Organisation’s preferred solution option, including rationale taking into account costs, risks, resource etc. | We support the premise of what the change is looking to do, ideally we would like to see the changes implemented as soon as possible (at the same time as AQ changes), not with approx. 30 day lag. We believe this would avoid delays in the benefit and delays in identification of sites where Xoserve are unable to allocate a site specific factor. But waiting a month is better than not having the change. | |
| Implementation Date: | Approve | |
| Xoserve preferred solution option: | Approve | |
| DSG preferred solution option: | Approve | |
| Publication of consultation response: | N/A | |

# E2: Xoserve’ s Response

|  |  |
| --- | --- |
| Xoserve Response to Organisations Comments: | Thank you for your comments. |

# E1: Organisation’s preferred solution option

|  |  |  |
| --- | --- | --- |
| User Contact Details: | Organisation: | EDF Energy |
| Name: | Eleanor Laurence |
| Email: | eleanor.laurence@edfenergy.com |
| Telephone: | 07875117771 |
| Organisation’s preferred solution option, including rationale taking into account costs, risks, resource etc. | Whilst we support concept of this change we do not support a process that allows CDSP to unilaterally update a conversion factor after any period of time and so have to reject current solution.  One reason being issues with issues with AQ calculations recently at Xoserve giving rise to inaccurate AQ values that in some cases suggest an AQ over 732000kWhs where it is not in fact correct. Until there has been a period of stability we feel that using AQ to derive anything automatically is risky.  It could take more than 30 days for this to be addressed and fixed and in this case you could end up with incorrect conversion factors being set unless a retrospective fix is included.  In addition – if no previous site specific conversion has been held against a site – where does CDSP plan to get this from?  We do feel that some escalation process is required for parties not updating conversion factors, possibly via a PAC report/PAF framework but do not agree that changes should be made on behalf of the shipper by CDSP. The incentive could include a financial penalty for failing to update this data after a period of time from initial report e.g. 60 working days and that cost would be a daily charge so it would penalise for each day it is not corrected.  We feel that a new central process should be procured for calculating site specific conversion factors (SSCF) and maintaining these for industry is required. Current processes for obtaining an SSCF are unclear. Where a process does exist we do not feel that this allows for any automation which is also a limiting factor in these changes being made. We believe that a new central service could be put in place for requests and responses to be done via APIs and then updated on installation details for flows to be provided. Without this service being in place we do not feel benefits can be realised.  We feel process would be:  1 - AQ Rolling/Correction process to trigger need for a notification to Shippers (.NRL) where AQ increases/decreases against the threshold of 732,000kWh and the installed Meter does not have a reflective Conversion Factor (BAU process, inclusion of AQ decrease).   2 - Shipper to review AQ calculation and submit an AQ correction if change is felt to be inaccurate  3 - If new AQ is <=732000kWh then supplier to request MAM to set conversion factor to 1.02264 and provide an ONUPD file with that data. If >732000kwh then supplier to request MAM to contact central service for a site specific conversion factor to be requested and to provide an ONUPD file with that new data to Supplier who would then flow to CDSP, via Shipper.  4 - On acceptance CDSP would update and estimate reads for AQ threshold change date as would have been calculated in point 1 and provide to Shipper as estimated reads. Notes in current solution make reference to use of a .DSR file but would this not be using an MBR file?  5 - If an update to the conversion facto (up or down) or an AQ correction is not progressed after 50 working days then a 10 day penalty charge warning should be provided to Shipper. Where required added costs to a Shipper would then be levied after 60 working days, although we do feel that these should be able to be appealed, although are unsure on how that might be done in practice. | |
| Implementation Date: | Approve | |
| Xoserve preferred solution option: | Reject | |
| DSG preferred solution option: | Defer | |
| Publication of consultation response: | N/A | |

# E2: Xoserve’ s Response

|  |  |
| --- | --- |
| Xoserve Response to Organisations Comments: | Thank you for your representation on XRN4932. Please note that we have based the proposed solution option on how the modification has/is being developed via UIG workgroup. The points raised within your representation should be passed to the modification workgroup via MOD0681S Consultation Response (following the published Workgroup Report) for discussion/consideration. If the modification is implemented, the CDSP are bound to provide a solution to accommodate the rules outlined in UNC. |

# E1: Organisation’s preferred solution option

|  |  |  |
| --- | --- | --- |
| User Contact Details: | Organisation: | ScottishPower |
| Name: | Claire Roberts |
| Email: | Clairelouise.Roberts@Scottishpower.com |
| Telephone: | 01416145930 |
| Organisation’s preferred solution option, including rationale taking into account costs, risks, resource etc. | ScottishPower approves option to Amend the Conversion Factor as part of a successful Rolling AQ calculation (Monthly or Correction) | |
| Implementation Date: | Approve | |
| Xoserve preferred solution option: | Approve | |
| DSG preferred solution option: | Approve | |
| Publication of consultation response: | N/A | |

# E2: Xoserve’ s Response

|  |  |
| --- | --- |
| Xoserve Response to Organisations Comments: | Thank you for your comments. |

# E1: Organisation’s preferred solution option

|  |  |  |
| --- | --- | --- |
| User Contact Details: | Organisation: | SSE |
| Name: | Megan Coventry |
| Email: | mega.coventry@sse.com |
| Telephone: | 02392277738 |
| Organisation’s preferred solution option, including rationale taking into account costs, risks, resource etc. | We agree with the change in principle and the proposed HLSO 1. System and process change may be required. Further detail needed for full impact assessment. | |
| Implementation Date: | Approve | |
| Xoserve preferred solution option: | Approve | |
| DSG preferred solution option: | Approve | |
| Publication of consultation response: | N/A | |

# E2: Xoserve’ s Response

|  |  |
| --- | --- |
| Xoserve Response to Organisations Comments: | Thank you for your comments. |

**Appendix 1**

**XRN4932 (33%)**

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** | ☐ CMA Order ☒ 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** | ☒Shipper Impact ☐iGT Impact ☐Network Impact ☒Xoserve Impact ☐National Grid Transmission Impact |
| **Associated Change reference Number(s)** | XRN4932 |
| **Associated MOD Number(s)** | MOD0681S |
| **Perceived delivery effort** | ☐ 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)*  ☒ 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  ☐ One Market Group ☐ One Market Participant |
| **Primary Impacted DSC Service Area** | Service Area 5: Metered Volume and Metered Quantity |
| **Number of Service Areas Impacted** | ☐ All ☒ Five to Twenty ☐ Two to Five  ☐ One |
| **Change Improvement Scale?**  *How much work would be reduced for the customer if the change is implemented?* | ☐ High ☒ 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 ☐ Other *(please provide details below)* |
| **Business Process Impact** | ☐AQ ☒SPA ☐RGMA  ☐Reads ☐Portal ☐Invoicing  ☐ 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)*  ☐ No |
| **Please select customer group(s) who would be impacted if the change is not delivered.** | ☒ Shipper impact ☐ Network impact ☐ iGT impact ☒ Xoserve impact ☐ National Grid Transmission Impact |
| **Workaround currently in operation?** | |
| **Is there a Workaround in operation?** | ☐ Yes  ☒ 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** | 33% |