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: | XRN5402 | | | |
| Change Title: | Request impact assessment on proposed REC Change Management Impact Assessment | | | |
| Date Raised: | 25/07/2021 | | | |
| Sponsor Representative Details: | Organisation: | Xoserve Ltd | | |
| Name: | Emma Smith | | |
| Email: | emma.smith@xoserve.com | | |
| Telephone: | 01212292194 | | |
| Xoserve Representative Details: | Name: | Simon Harris | | |
| Email: | simon.harris@xoserve.com | | |
| Telephone: | 01212292642 | | |
| Business Owner: |  | | |
| Change Status: | ☐ Proposal | | ☐ With DSG | ☐ Out for Review |
| ☐ Voting | | ☐ Approved | ☐ Rejected |

# A2: Impacted Parties

|  |  |  |
| --- | --- | --- |
| Customer Class(es): | ☐ Shipper | ☐ Distribution Network Operator |
| ☐ NG Transmission | ☐ IGT |
| ☐ All | ☐ Other [CDSP & it's Service Providers.] |
| Justification for Customer Class(es) selection | CDSP's role as a system/service provider will need to provide the REC with an various levels of impact assessments on changes that are seen as having potential impacts to CDSP systems/services. | |

# A3: Proposer Requirements / Final (redlined) Change

|  |  |  |
| --- | --- | --- |
| Problem Statement: | The CDSP needs the ability to respond to REC's requests for various levels of Impact Assessments and conform to the agreed timescales in accordance with the REC Change Management Schedule, due to be implemented with the introduction of the REC in September 2021.  Standard Impact Assessment - 5WD  Preliminary Impact Assessment - 15WD  Detailed Impact Assessment - 40WD (Timeframe may differ depending on approval from the Code Manager) | |
| Change Description: | The Retail Energy Code Manager will, in accordance with the REC Change Management Schedule, request from identified Service Providers (of which the CDSP resides) various levels of Impact Assessments in relation to REC Change Proposals.  These impact assessments will conform to various deadlines for delivery and should cover any impacts/cost/delivery timescales in relation to CDSP Systems/Services, CDSP Service Provider System/Services & CDSP Customer System/Services (where appropriate).  It is anticipated that there will be three levels of Impact Assessments being formally requested by the Code Manager:  Standard Impact Assessment - 5WD  Preliminary Impact Assessment - 15WD  Detailed Impact Assessment - 40WD (Timeframe may differ depending on approval from the Code Manager)  The CDSP (and it's service providers) need to ensure that the appropriate level of detail is provided back to the REC Code Manager within the agreed timeframes to ensure adherence with the REC performance standards (PAB). | |
| Proposed Release: | SEP-2021 | |
| Proposed Consultation Period: | ☐ 10 Working Days | ☐ 15 Working Days |
| ☐ 20 Working Days | ☐ Other [Specify here] |

# A4: Benefits and Justification

|  |  |
| --- | --- |
| Benefit Description: | Impact assessment is required in order for Xoserve and its provider to provide an appropriate response to the REC code manager in line with the timescales set out within the REC Change Management Schedule.  To highlight the resources and costs associated with providing different levels of impacts assessments to the REC Code Manager.  Providing a platform on which to build and implement the process/mechanisms to ensure the CDSP and it's service providers can adhere to their responsibility as a REC Service Provider and conform to Service Provider Performance Standards under the PAB. |
| *What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?* |
| Benefit Realisation: | Upon receipt of the required Impact Assessment. |
| *When are the benefits of the change likely to be realised?* |
| Benefit Dependencies: | None identified. |
| *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 – 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 |
| ☐ Shipper | XX % | XX % |
| ☐ National Grid Transmission | XX % | XX % |
| ☐ Distribution Network Operator | XX % | XX % |
| ☐ IGT | XX % | XX % |
| ☐ Other <please specify> | XX % | XX % |
| ROM or funding details: |  | | |
| Funding Comments: |  | | |

# A7: ChMC Recommendation

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Change Status: | ☐ Approve | ☐ Reject | | ☐ Defer |
| Industry Consultation: | ☐ 10 Working Days | | ☐ 15 Working Days | |
| ☐ 20 Working Days | | ☐ Other [Specify Here] | |
| Expected date of receipt for responses (to Xoserve) | XX/XX/XXXX | | | |

|  |  |  |
| --- | --- | --- |
| DSC Consultation Issue: | ☐ Yes | ☐ No |
| Date Issued: | Click here to enter a date. | |
| Comms Ref(s): |  | |
| Number of Responses: |  | |

# 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: 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

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| Version | Status | Date | Author(s) | Remarks |
|  |  |  |  |  |

# Template

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| 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. |
| 6.1 | In Draft | 26/03/2019 | Richard Johnson/ Alison Cross | The following minor changes were made:   * 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 12th June 2019 |