

## DSC Business Evaluation Report (BER)

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| **Change Title** | Increase Frequency of FSG Payments |
| **Xoserve reference number (XRN)** | XRN5469 |
| **Correla Project Manager** | Richard Hadfield |
| **Email address** | DSC+ Change Development Manager |
| **Contact number** | +441212292559 |
| **Target Change Management Committee date** | July 2022 |
| **Section 1: In Scope** | |
| This BER requests approval of funding of this change request for an additional 1.0 FTE, at a cost of £36,900 from September 2022 to March 2023 (and £63,300 from April 2023 to April 2024, and per annum thereafter *but subject to any future DSC+ schedule changes that affect the daily FTE rate card*) be added to the Business Operations Invoicing Team in order to provide a faster payment service for “Failure to Supply Gas” (FSG GSoP1) payments.   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **XRN** | **Title** | **Type** | **Description** | **Link to Change Proposal** | **Impacts** | | 5469 | Increase Frequency of FSG Payments | Xoserve change | To change the frequency of “Failure to Supply Gas” (FSG GSoP1) payments, from the current weekly/ad-hoc service, to a daily working day service. | [XRN 5469 | Xoserve](https://www.xoserve.com/change/change-proposals/xrn-5469-increasing-the-frequency-of-fsg-payments/) | Business Operations Invoicing Team | | |
| **Section 2: Out of Scope** | |
| 1. This change will be delivered by the addition of FTE resource to the Business Operations Invoicing Team. System changes are not required and are therefore out of scope. 2. Process/System changes for Distribution Network Operators (DNOs), Shippers and Suppliers are not required and are out of scope. | |
| **Section 3: Funding required to deliver the change** | |
| **BER Costs**    **Key** | |
| **Section 4: Estimated impact of the service change on service charges** | |
| |  |  |  |  | | --- | --- | --- | --- | | **XRN** | **Xoserve Service Area & Line** | **Impact** | **(+/-) Projected Change in Annual Cost** | | *5469* | *<<”Collective Service, amendment to Service Line” TBC by XOSERVE>>* | Business Operations Team additional FTE resource to deliver an enhanced service. | £63,300 p.a. | | Total | | | £63,300 p.a. | | |
| **Section 5: Project plan for delivery of the change** | |
| * July 2022 approval of BER * August 2022 recruitment and training * September 2022 start of new service *(subject to successful recruitment and training)* | |
| **Section 6: Additional information relevant to the proposed service change** | |
| **Risk Margin**   |  |  |  | | --- | --- | --- | | **XRN Ref** | **Risk Margin** | **Description** | | RISK | N/A | DNO/Shipper business/system processes are not able to support an enhanced/faster daily working day FSG payments process. **Mitigation: Xoserve communicate to Shippers about the move to daily working day payments, ahead of the actual change.** | | ASSUMPTION | N/A | There will be no Business Operations system changes required to support faster FSG payments. | | ASSUMPTION | N/A | There will be no changes to DNO/Shipper business/system processes to support faster FSG payments. | | ASSUMPTION | N/A | There will be no changes to the Business Operations current system invoice creation runs (daily). | | ASSUMPTION | N/A | There will be no change to the current Business Operations SLA for processing FSG payments (by next working day). | | |

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**Document Version History**

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| **Version** | **Status** | **Date** | **Author(s)** | **Summary of Changes** |
| 1.0 | For Review | 01.07.22 | Rajiv Patel | Finalise Review Version BER |

**Template Version History**

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| **Version** | **Status** | **Date** | **Author(s)** | **Summary of Changes** |
| 2.0 | Approved | 17/07/18 | Rebecca Perkins | Template approved at ChMC on 11th July |
| 3.0 |  | 23/06/2021 | James Rigby | Table added to section 1  More detailed table in section 3  More detailed table in section 4  Inserted a project plan example in section 5  Table added in section 6 |