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: | XRN 5064 | | | |
| Change Title: | Meter Asset Enquiry API Enhancements | | | |
| Date Raised: | 17/09/2019 | | | |
| Sponsor Representative Details: | Organisation: | Xoserve (CDSP) | | |
| Name: | Simon Harris | | |
| Email: | [simon.harris@xoserve.com](mailto:simon.harris@xoserve.com) | | |
| Telephone: | +44 1212 292 642 | | |
| Xoserve Representative Details: | Name: | Kathryn Adeseye | | |
| Email: | [Kathryn.Adeseye3@xoserve.com](mailto:Kathryn.Adeseye3@xoserve.com) | | |
| Telephone: | +44 1212 292 351 | | |
| 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 <Please provide details here> |

# A3: Proposer Requirements / Final (redlined) Change

|  |  |  |
| --- | --- | --- |
| Problem Statement: | Meter Asset Enquiry API was introduced into the CDSP’s [API](https://www.xoserve.com/services/gas-api-services/) estate on the 28th June 2019 as a commercial service under XRN4841 - MAP Access to UK Link data via API (JMDG Use Case 58) and was brought about and scoped via the Joint MIS Development Group initiative.  Current data items exposed under the Meter Asset Enquiry API are as follows:  Meter Point Reference Number (MPRN)  Meter Serial Number (MSN)  Current Supplier ID  Current Supplier Name  Meter Capacity  Meter Mechanism Code  Meter Type  Meter Model  Meter Year of Manufacture  XRN4841 was raised to allow Meter Asset Providers the mechanism in order to query Supply Point Register Asset data, for the primarily purpose of validating the Supplier currently associated with their assets. This is to attempt to reduce erroneous Supplier billing and assist with data cleansing activities ready for CSS Consequential Change of migrating MAP ID into UK Link.  Following implementation of the service, Meter Asset Providers have requested that additional data items are provided within the Meter Asset Enquiry API to enhance their investigation work and speed up resolution timescales, the main element being the Supplier Effective Date and Meter Installation Date to assist with validating the appropriate Supplier billing. The exclusion of these important data items are resulting in MAPs not taking up this service.  The requested additional data items proposed to be added to the Meter Asset Enquiry API are as follows:  Meter Installation Date  Supplier Effective Date  Meter Asset Manager (MAM) ID  Meter Asset Manager (MAM) Name  Meter Asset Manager Effective Date  For the purpose of having data provided to MAPs via API, the specified Meter Point Reference Number (MPRN) and Meter Serial Number MSN) on the inbound requests should align to what we hold on the Supply Point Register, if not, no data will be provided and the API request rejected back. | |
| Proposed Release: | Adhoc Release - ASAP | |
| Proposed Consultation Period: | 10 Working Days | 15 Working Days |
| 20 Working Days | Other [Specify Here] |

# A4: Benefits and Justification

|  |  |
| --- | --- |
| Benefit Description: | Implementation of this change will aid in supporting Meter Asset Providers in cleansing their data in readiness for fulfilling their role as the main source of MAP ID Data needed to be populated within UKL required for CSS.  Additional benefits include potential reduction in asset data inaccuracies with UKL systems, positive impact on Shipperless & Unregistered Supply Meter Points as well as reducing MAP billing inaccuracies to Suppliers. |
| *What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?* |
| Benefit Realisation: | Realisation of benefits is thought to occur shortly post implementation, once uptake in the Meter Asset Enquiry API has occurred. |
| *When are the benefits of the change likely to be realised?* |
| Benefit Dependencies: | Dependency on Meter Asset Providers taking up the Meter Asset Enquiry API Service, however a number of MAPs are waiting for the enhanced service before they utilise this as the current solution is not fit for purpose to integrate into their processes. |
| *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 | Service Area 18: Provision of user reports and information | | |
| 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 | 100 % | 100 % |
| National Grid Transmission | XX % | XX % |
| Distribution Network Operator | XX % | XX % |
| IGT | XX % | XX % |
| Other <please specify> | XX % | XX % |
| ROM or funding details: |  | | |
| Funding Comments: | Service Area is currently split Shipper 34%, DNO & IGT 59% and NTS 7%.  ChMC to agree 100% Shipper for this change | | |

# 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)



**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.

|  |  |
| --- | --- |
| **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)*  Enhanced service for providing asset enquiry API to MAPs to aid in data cleansing activities for CSSC |
| **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)** | XRN4841 - MAP Access to UKL data via API (JMDG Use Case 58) |
| **Associated MOD Number(s)** | 0684S - Amendment of the Data Permission Matrix to add Meter Asset Provider as a new User type |
| **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 18: Provision of User Reports and Information |
| **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)*  **SAP HANA** |
| **Business Process Impact** | AQ SPA RGMA  Reads Portal Invoicing  Other *(please provide details below)*  **API** |
| **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** |  |

**Document Control**

**Version History**

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

Version Control

# Document

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| --- | --- | --- | --- | --- |
| Version | Status | Date | Author(s) | Remarks |
| 0.1 | Draft | 18/09/2019 | Jamiee LeResche | Initial draft of CP for review |
| 0.2 | Draft | 26/09/2019 | Simon Harris  Kirsty Dudley | Additional information and comments made, responded with slight amendments |
| 1.0 | Approved | 30/09/2019 | Simon Harris | Final CP ready for submission to PMO |
|  |  |  |  |  |

# 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 |