Section G: Change Pack

# G1: Communication Detail

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| --- | --- |
| Comm Reference: | 2654.1 – KL – PO |
| Comm Title: | Amendments to CDSP Service Documents following KPM Review |
| Comm Date: | 17/08/2020 |

**G2: Change Representation**

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| Action Required: | For representation |
| Close Out Date: | 31/08/2020 |

# G3: Change Detail

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| Xoserve Reference Number: | N/A |
| Change Class: | Documentation |
| ChMC Constituency Impacted: | Shipper, DNO, IGT & NTS |
| Change Owner: | Jayne McGlone  Email: [Jayne.mcglone@xoserve.com](mailto:Jayne.mcglone@xoserve.com) |
| Background and Context: | This is a proposal to amend the following CDSP Service Documents:  CDSP Service Description V4  Contract Management Arrangements V1  CDSP Service Line Description Table V13  The changes are proposed following the Key Performance Review that the CDSP undertook, in agreement with CoMC, to review the way in which the CDSP currently measures its performance under the DSC and identify improved measures going forward. The slide deck attached (shared with CoMC for presentation at 19th Aug CoMC meeting) provides the background to the change; a summary of our engagement with customers through attendance at various industry and constituency meetings; and the amended CDSP Service Documents that CoMC will be asked to approve in September. |

# G4: Change Impact Assessment Dashboard (UK Link)

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| Functional: | N/A |
| Non-Functional: | N/A |
| Application: | N/A |
| User(s): | N/A |
| Documentation: | CDSP Service Documents – CDSP Service Description; Contract Management Arrangements; and CDSP Service Line Description Table. |
| Other: | N/A |

# G5: Change Design Description

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| The changes proposed in the attached documents are as follows:  [**CDSP Service Description V4:**](https://umbraco.xoserve.com/media/40446/cdsp-service-description-document.pdf)   1. Paragraph 3.2.3 - amendments to update the table which sets out the Service Areas within each of Parts A to I of the Service Description Table to reflect the Service Areas that will take effect from 01 April 2021. (pending approval of XRN5209) 2. Paragraph 3.3 – amendments to update the column headings in the Service Description Table and introduce and define the column header ‘Process Journey’   [**CDSP Service Description Table V13:**](https://umbraco.xoserve.com/media/40447/cdsp-service-description-table.pdf)   1. New column heading ‘Service Reference with effect from 01/04/21’ included to show the revised Service References following the introduction of new Service Areas (pending approval of XRN5209) 2. New column heading ‘Process Journey’ included to show the Process Journey that each Service Line is mapped to. 3. Amendments to column headings to align to description in paragraph 3.3 of CDSP Service Description.   [**Contract Management Arrangements V1:**](https://umbraco.xoserve.com/media/40457/contract-management-arrangements-change-pack.pdf)   1. Paragraph 3.1.1 amended to reference reporting of Process Journeys each month.   Please also see the [CoMC Performance Measure Slides](https://umbraco.xoserve.com/media/40448/comc-performance-measure-review-slides.pdf) for information. |

# G6: Associated Changes

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| Associated Change(s) and Title(s): | N/A |

# G7: CoMC

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| Target DSG discussion date: | N/A |
| Any further information: | Send out for Industry review – will be taken to the September 2020 CoMC for a decision |

# G8: Implementation

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| --- | --- |
| Target Release: | Live from start of month following approval |
| Status: | For Approval |

Please see the following page for representation comments template; responses to [uklink@xoserve.com](mailto:uklink@xoserve.com)

**Section H: Representation Response**

**H1: Change Representation**

(To be completed by User and returned for response)

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| --- | --- | --- | --- |
| User Contact Details: | Organisation: | Scottish Power | |
| Name: | Helen Bevan | |
| Email: | Helen.Bevan@scottishpower.com | |
| Telephone: | 01416145517 | |
| Representation Status: | Support | | |
| Representation Publication: | Publish | | |
| Representation Comments: | None | | |
| Confirm Target Release Date? | Yes | | «h1\_userDataAlternative» |

**H1: Xoserve’ s Response**

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| Xoserve Response to Organisations Comments: | Thank you for your representation. This will be fed into the Contract Committee meeting for approval |

Please send the completed representation response to [uklink@xoserve.com](mailto:uklink@xoserve.com)