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 5380 | | | |
| Change Title: | Introduction of a Micro Business identifier in Central Systems | | | |
| Date Raised: | 24/06/2021 | | | |
| Sponsor Representative Details: | Organisation: | Xoserve | | |
| Name: | David Addison | | |
| Email: | Dave.Addison@xoserve.com | | |
| Telephone: | 0121 229 2138 | | |
| Xoserve Representative Details: | Name: | David Addison | | |
| Email: | Dave.Addison@xoserve.com | | |
| Telephone: | 0121 229 2138 | | |
| Business Owner: | TBC | | |
| 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 specify here > |
| Justification for Customer Class(es) selection | Shippers will be responsible for maintaining the Micro Business indicator and therefore will be the impacted party. | |

# A3: Proposer Requirements / Final (redlined) Change

|  |  |  |
| --- | --- | --- |
| Problem Statement: | The increasing introduction of Micro Business specific arrangements within Suppliers Licences creates a growing need to be able to easily and efficiently identify such sites within Central Systems. Without a central view of a customer’s status, we will inhibit the ability for all stakeholders to be able to provide services to those customers efficiently and consistently across the market. | |
| Change Description: | A UNC Modification (reference number awaiting assignment), has been raised to introduce a Micro Business identifier within Central Systems.  Ofgem launched the review of the Micro Business market as a result of evidence showing that the market was not working well for some Micro Businesses. In July 2020 Ofgem consulted upon an initial package of measures designed to improve Micro Businesses experience of the market.  In particular, the introduction of a Micro Business Cooling Off period will create challenges for Suppliers and Brokers to be able to identify these customers in a timely fashion without the benefit of an identifier within Central Systems.  The increasing introduction of Micro Business specific arrangements within Suppliers Licences creates a growing need to be able to easily and efficiently identify such sites within Central Systems. Without a central view of a customer’s status, we will inhibit the ability for all stakeholders to be able to provide services to those customers efficiently and consistently across the market.  In addition, the introduction of Faster and More Reliable Switching via the Central Switching Service from June to August 2022 further increases the need for this transparency of status to be made readily available as the market for switching becomes more agile and dynamic.  Based on the above, this Change Proposal has been raised in order to introduce the Micro Business identifier within Central Systems to be used by relevant parties. The suggested approach for this is to re-use the existing Market Sector Code by expanding the allowable value set to include an additional value. | |
| Proposed Release: | TBC  Ofgem are proposing that the Micro Business Cooling Off Period is effective from the 1st January 2022 and it is being requested within the UNC Modification that the implementation of this solution is ahead of this. | |
| Proposed Consultation Period: | 10 Working Days | 15 Working Days |
| 20 Working Days | Other [Specify Here] |

# A4: Benefits and Justification

|  |  |
| --- | --- |
| Benefit Description: | Being able to easily identify where a site is a Micro Business will allow the ability for all stakeholders to be able to provide services to those customers efficiently and consistently across the market. |
| *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 implementation. |
| *When are the benefits of the change likely to be realised?* |
| Benefit Dependencies: | Associated UNC Modification implementation. |
| *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 | We will need to assess if there is an impact to existing Service Lines or whether a new Service Line is required. | | |
| Level of Impact | To be determined. | | |
| If None please give justification | n/a | | |
| Impacts on UK Link Manual/ Data Permissions Matrix | To be determined. | | |
| Level of Impact | To be determined | | |
| If None please give justification | n/a | | |
| 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: | No ROM has been completed for this change as of yet. | | |
| Funding Comments: | As Shippers will be responsible for maintaining the Micro Business indicator we expect they will be the funding party but this will need to be discussed and agreed at ChMC. | | |

# 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: [uklink@xoserve.com](mailto:uklink@xoserve.com)

Version Control

# Document

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Version | Status | Date | Author(s) | Remarks |
| 0.1 | Draft | 21.05.2021 | Kate Lancaster | Initial draft |
| 0.2 | To be raised | 24.06.2021 | Kate Lancaster  Ellie Rogers | Updated and finalised |

# 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 |
| 7.1 | Approved | 03/03/2021 | Rachel Taggart | Updated the email address of where to send new CP (page 3) |