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: | XRN5463 |
| Change Title: | Technical Debt reduction- Prime and Sub process enhancement |
| Date Raised: | 22/12/2021 |
| Sponsor Representative Details: | Organisation: | Xoserve |
| Name: | Paul Orsler |
| Email: | Paul.Orsler@xoserve.com |
| Telephone: |  |
| Xoserve Representative Details: | Name: | James Barlow |
| Email: | James.barlow@xoserve.com |
| Telephone: |  |
| Business Owner: |  |
| Change Status: | [x]  Proposal | [ ]  With DSG | [ ]  Out for Review |
| [ ]  Voting | [ ]  Approved | [ ]  Rejected |

# A2: Impacted Parties

|  |  |  |
| --- | --- | --- |
| Customer Class(es): | [x]  Shipper | [ ]  Distribution Network Operator |
| [ ]  NG Transmission | [ ]  IGT |
| [ ]  All | [ ]  Other <Please provide details here> |
| Justification for Customer Class(es) selection | The proposal seeks to improve the energy reconciliation process for Prime and Subs where required, to ensure Shippers are invoiced accurately and in a timely manner. |

# A3: Proposer Requirements / Final (redlined) Change

|  |  |
| --- | --- |
| Problem Statement: | In the Prime & Subs portfolio, the below scenarios have been identified where the reconciliation process is not working as expected:1. When a sub site is Isolated, consumption of the isolated sub site is not taken into account for the net-off calculation which then feeds into downstream processes such as Reconciliation and AQ calculation
2. Read replacement on sub sites does not trigger re-reconciliation. Net-off consumption should be re-calculated for the prime sites based on the read replacement on sub sites.

Above scenarios are currently manually monitored and corrective actions are taken accordingly. However, delays in manual resolution could impact timely reconciliation of Prime & Sub meter points. |
| Change Description: | This change seeks to enhance the reconciliation process for Prime & Sub sites within the CDSP central systems to remove the need for manual monitoring and data correction. Delivery of this change proposal will address the problem scenarios as defined within the problem statement.As the required changes will be internal to the CDSP and the analysis and corrective action is being undertaken in a support and maintenance capacity the proposed release will be ad hoc, in line with other maintenance work, to deliver benefits immediately. |
| Proposed Release: | Ad hoc |
| Proposed Consultation Period: | [x]  10 Working Days | [ ]  15 Working Days |
| [ ]  20 Working Days | [ ]  Other [Specify Here] |

# A4: Benefits and Justification

|  |  |
| --- | --- |
| Benefit Description: | Delivery of this change proposal will ensure timely net off calculation for Prime & Sub sites which will then feed downstream processes such as AQ Calc, MPRN Reconciliation and billing. It will also remove the requirement for manual monitoring of these processes. |
| *What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?* |
| Benefit Realisation: | As soon as the change is implemented any isolation requests or meter read replacements received for Sub sites will realise the benefits. |
| *When are the benefits of the change likely to be realised?* |
| Benefit Dependencies: | N/A |
| *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  | Existing |
| Level of Impact | Minor |
| If None please give justification |  |
| Impacts on UK Link Manual/ Data Permissions Matrix  | None |
| Level of Impact | 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 % |
| [x]  Other <please specify> | XX % | XX % |
| ROM or funding details: |  |
| Funding Comments: | Funding for this change is secured as part of Technical debt Investment approved in IRC/BP 2021 |

# 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: | [x]  Yes | [ ]  No |
| Date Issued: | 20/12/2021 |
| 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: | 20/12/2021 |
| Release Date: | Release: Adhoc (Target Feb 2022) |
| Overall Outcome: | [ ]  No | [ ]  Yes | If [Yes] please specify <Release> |

Please send the completed forms to: uklink@xoserve.com

Version Control

# Document

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

# Template

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 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) |
| 7.2 | Approved |  | Rachel Taggart | Updated CP VA version to be in line with the updates to VB. |