

DSC Change Proposal Document

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 Xoserve to fill out all of the information in the sections coloured ■

A1: General Details

Change Reference:	XRN 5565		
Change Title:	Appointment of CDSP as the Scheme Administrator for the Energy Price Guarantee (EPG) for Domestic Gas Consumers (Gas) (UNC0824)		
Date Raised:			
Sponsor Representative Details:	Organisation:	Northern Gas Networks	
	Name:	Tracey Saunders	
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	Telephone:	07580 215743	
Xoserve Representative Details:	Name:	James Barlow	
	Email:	james.barlow@xoserve.com	
	Telephone:	0121 229 2802	
	Business Owner:	Dave Turpin	
Change Status:	<input type="checkbox"/> Proposal	<input checked="" type="checkbox"/> With DSG	<input type="checkbox"/> Out for Review
	<input type="checkbox"/> Voting	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Rejected

A2: Impacted Parties

Customer Class(es):	<input checked="" type="checkbox"/> Shipper	<input type="checkbox"/> Distribution Network Operator
	<input type="checkbox"/> NG Transmission	<input type="checkbox"/> IGT
	<input type="checkbox"/> All	<input checked="" type="checkbox"/> Other <Supplier, CDSP>
Justification for Customer Class(es) selection	The Energy Price Guarantee (EPG) (Gas) Scheme (the Scheme) for domestic customers has been proposed by the Government and under the Scheme Shippers and Suppliers with domestic portfolios will be eligible, and are expected, to join.	

A3: Proposer Requirements / Final (redlined) Change

Problem Statement:	The Government are implementing the Energy Price Guarantee (EPG) with effect from 1 st October 2022 in order to support domestic end consumers during the current period of price instability and increase.
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	<p>In order to minimise the risk to the operational status of Suppliers during the period in which the scheme is in place, payments must be passed to them in order to account for the reduction in cost/kWh offered to the end consumer.</p> <p>To provide the correct governance to support the EPG scheme within the gas industry, urgent modification 0824 has been raised. The supporting documentation for the modification is available here.</p>
<p>Change Description:</p>	<p>The Government has proposed the EPG (Gas) Scheme, for domestic customers, to secure reductions in the energy bills of domestic customers within Great Britain. The intention is for the Central Data Service Provider (CDSP) to perform the function of the EPG (Gas) Scheme (the 'Scheme') Administrator and that the scheme to be implemented by 1st October 2022.</p> <p>Modification 0824 confirms the role of the CDSP as the Scheme Administrator for the EPG (Gas) and gives them the relevant powers to make changes under the DSC in order to facilitate implementation and administration of this Scheme, from 1st October 2022, in line with the Government direction.</p> <p>This change proposal seeks to design, build and implement the relevant functionality and processes in order for the CDSP to fulfil its role as the Scheme Administrator.</p> <p>The Government, via the Department of Business, Energy and Industrial Strategy (BEIS) and the (Gas) Scheme Administrator, will make payments at a specified unit rate to Suppliers who have acceded to the scheme, in order to reduce the total unit rates charged to domestic end consumers, based on actual energy used. Due to the urgent need of these payments, and to minimise the risk to the operational status of Suppliers, the funds initially provided to Suppliers should be based on forecast usage and reconciled at the earliest opportunity. The scope of the change includes:</p> <ul style="list-style-type: none"> • Forecast of required funds for period of the scheme ahead of the scheme commencing and at regular intervals thereafter • Provision of the value of required funds to BEIS on a weekly basis • Low level, detailed validation of energy and monetary payment values • Management, by the CDSP, of a separate bank account through which the Scheme funds will be passed • Production and distribution of supporting information and remittance notes to impacted Suppliers • Distribution of payments to Suppliers • Reconciliation of energy attributed to Suppliers as actual energy is calculated • Balance of funds provided to Suppliers, as a result of reconciliation activity

	<p>The Scheme Document established by the Secretary of State*, which will include the Scheme Agreement, will set out the details of the Energy Price Guarantee Scheme and the obligations of the Scheme parties. Suppliers will need to accede to the Agreement to become a party to the Scheme and to be eligible to receive payments. The Scheme Document will detail the payment calculations, payment timetable and reconciliation processes.</p> <p><i>*Document is still pending publication at time of modification being raised and creation of this change proposal (CP). The modification, and this CP, will be updated once the location is available.</i></p>	
Proposed Release:		
Proposed Consultation Period:	<input type="checkbox"/> 10 Working Days	<input type="checkbox"/> 15 Working Days
	<input type="checkbox"/> 20 Working Days	<input checked="" type="checkbox"/> Other [Not Applicable]

A4: Benefits and Justification

Benefit Description:	<p>The main, direct, benefit of this change is the effective discharge of the duties of the Scheme Administrator resulting in effective delivery of the EPG Scheme. This will result in the prevention of a significant proportion of UK households being subject to fuel poverty reducing instances of bad debt to Suppliers thereby reducing the risk of Supplier (and Shipper) failure and ensuring the continued provision of gas to all domestic consumers.</p> <p>Failure to implement this Scheme would likely lead to material reputational damage to the UK gas sector.</p>
	<p><i>What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?</i></p>
Benefit Realisation:	<p>Immediately on implementation</p>
	<p><i>When are the benefits of the change likely to be realised?</i></p>
Benefit Dependencies:	<p>Implementation of Government policy</p>
	<p><i>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.</i></p>

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	<p>A new Shipper funded Service Line will be required within the Data Services Contract Service Description Table for a Direct Service Code Service provided to Shippers to require that the CDSP performs the function of Scheme Administrator.</p>
Level of Impact	<p>Major/ Minor – Major impacts are operational, minor impacts to existing services</p>

If None please give justification	N/A		
Impacts on UK Link Manual/ Data Permissions Matrix	BEIS and Suppliers will need to be added/reinstated to the DPM		
Level of Impact	Minor		
If None please give justification	N/A		
Funding Classes :	Customer Classes/ Funding	Delivery of Change	On-going Budget Amendment
	<input checked="" type="checkbox"/> Shipper	100 %	100 %
	<input type="checkbox"/> National Grid Transmission	0 %	0 %
	<input type="checkbox"/> Distribution Network Operator	0 %	0 %
	<input type="checkbox"/> IGT	0 %	0 %
	<input type="checkbox"/> Other <please specify>	0 %	0 %
ROM or funding details:	N/A		
Funding Comments:	<p>A new Shipper funded Service Line will be required within the Data Services Contract Service Description Table, for a Direct Service Code Service provided to Shippers to require that the CDSP performs the role of Scheme Administrator.</p> <p>For the avoidance of doubt, any on-going budget amendment will be transitional and only be required for the duration of the Scheme and whilst the CDSP is appointed to the role of Scheme Administrator.</p>		

A7: ChMC Recommendation – Initial Review

Change Status:	<input checked="" type="checkbox"/> Approve	<input type="checkbox"/> Reject	<input type="checkbox"/> Defer
DSC Consultation Issue:	<input type="checkbox"/> Yes		<input checked="" type="checkbox"/> No

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

Version Control

Document

Version	Status	Date	Author(s)	Remarks
1.0	Approved	18/10/2022	Kate Lancaster	Updated with the outcome from ChMC on 12/10/2022

Template

Version	Status	Date	Author(s)	Remarks	Approved By
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 12 th December 2018.	
6.1	In Draft	26/03/2019	Richard Johnson/ Alison Cross	<p>The following minor changes were made:</p> <ul style="list-style-type: none"> - 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 	

				<p>impacts and funding section (A6) to include further detail</p> <ul style="list-style-type: none"> - 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 12 th 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.	
8.0	Approved	09/03/2022	Rachel Taggart	All Change Packs and response forms removed. Sections A7 & A8 removed.	Template approved at Change Management Committee on 09/03/2022