

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

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|---------------------------------|--|--|---|
| Change Reference: | XRN 5146 | | |
| Change Title: | Data Cleanse of NEXA information within UK Link and the Data Enquiry Service (DES) | | |
| Date Raised: | 30/03/2020 | | |
| Sponsor Representative Details: | Organisation : | Northern Gas | |
| | Name: | Tracey Saunders | |
| | Email: | trsanders@northerngas.co.uk | |
| | Telephone: | 0113 3975471 | |
| Xoserve Representative Details: | Name: | Ellie Rogers | |
| | Email: | Ellie.rogers@xoserve.com | |
| | Telephone: | 0121 229 2185 | |
| | Business Owner: | | |
| Change Status: | <input type="checkbox"/> Proposal | <input 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 checked="" type="checkbox"/> Distribution Network Operator |
| | <input type="checkbox"/> NG Transmission | <input checked="" type="checkbox"/> IGT |
| | <input type="checkbox"/> All | <input type="checkbox"/> Other <Please provide details here> |
| Justification for Customer Class(es) selection | DNs and IGTs are the parties which the consumer enters into a bilateral Network Exit Agreement with and therefore are impacted as they must provide the latest information for this to be recorded and visible in DES. Shippers are not party to the contract but can see within DES where there is NEXA in place through the Network Exit Agreement Indicator. | |

A3: Proposer Requirements / Final (redlined) Change

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| Problem Statement: | Where a consumer has entered into a bilateral Network Exit Agreement (NEXA) with the relevant Transporter, this should be recorded in UK Link and made visible to Shippers, DNs and IGTs within DES. The data currently held in UK Link and visible within |
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| | <p>DES needs to be updated to ensure the latest position in terms of NExA sites is reflected and available. The ongoing process must be in place to ensure this information can be updated and reflected correctly within DES.</p> | |
| <p>Change Description:</p> | <p>Currently there is Network Exit Agreement Indicator visible in DES within community and portfolio view for Shippers and portfolio view only for DNs and IGTs.</p> <p>The purpose of this indicator is to confirm where a consumer has entered into a bilateral Network Exit Agreement (NExA) with the relevant Transporter.</p> <p>Currently the process for the NExA indicator to be updated is not established, preventing the Transporters being able to provide this information. The process to update this information should be established as part of this Change Proposal which will ensure the data held in UK Link and DES for these sites is accurate.</p> <p>This change seeks to conduct a data cleanse against the information held in UK Link and DES for NExA sites and to ensure the ongoing process is put in place to allow Transporters to confirm where there are any updates and for this to be recorded accurately within UK Link and DES. This will ensure that the indicator within DES remain as per the latest position.</p> <p>This will involve removing the indicators currently recorded in UK Link and DES for NExA sites. DNs and IGTs must provide an updated list of NExA sites to the CDSP. This updated list must be reflected in UK Link and DES.</p> <p>For the avoidance of doubt, this change does not involve holding any additional data within UK Link or adding any further data items to DES, but simply cleansing what we currently hold and maintaining this information, ensuring it is accurate.</p> <p>To confirm, Modification 0701 - Aligning Capacity booking under the UNC and arrangements set out in relevant NExAs has been raised to improve visibility where a consumer has entered into a bilateral Network Exit Agreement (NExA) with the relevant Transporter, and to link capacity increases with the NExA so that the allowed capacity does not exceed the capacity as agreed in the NExA. This CP is not dependent on this Modification being implemented, however it will support it and therefore is being proposed to be delivered ahead of Modification 0701.</p> <p>For the avoidance of doubt, a separate Change Proposal will be raised to deliver the changes proposed under Modification 0701.</p> | |
| <p>Proposed Release:</p> | <p>Release is TBC however we expect it to be outside of a Major Release</p> | |
| <p>Proposed Consultation Period:</p> | <input type="checkbox"/> 10 Working Days | <input type="checkbox"/> 15 Working Days |
| | <input type="checkbox"/> 20 Working Days | <input type="checkbox"/> Other [Specify Here] |


A4: Benefits and Justification

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| Benefit Description: | This CP will ensure the NExA indicator within DES is as accurate and up to date as possible allowing Shippers to have visibility of the NExA sites. |
| | <i>What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?</i> |
| Benefit Realisation: | Upon implementation |
| | <i>When are the benefits of the change likely to be realised?</i> |
| Benefit Dependencies: | DNs and IGTs must provide an updated list of NExA sites for this to be reflected within UK Link and DES. |
| | <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> |

A5: Final Delivery Sub-Group (DSG) Recommendations – Removed

(see Section C for DSG recommendations)

A6: Service Lines and Funding

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| Service Line(s) Impacted - New or existing | Service Area 11: NExA Supply Meter Points | | |
| Level of Impact | Minor | | |
| If None please give justification | - | | |
| Impacts on UK Link Manual/ Data Permissions Matrix | N/A | | |
| Level of Impact | None | | |
| If None please give justification | This CP looks to simply conduct a data cleanse of existing data which should not involve any changes to the UK Link Manual or DPM | | |
| Funding Classes : | Customer Classes/ Funding | Delivery of Change | On-going Budget Amendment |
| | <input type="checkbox"/> Shipper | XX % | XX % |
| | <input type="checkbox"/> National Grid Transmission | XX % | XX % |
| | <input checked="" type="checkbox"/> Distribution Network Operator | 100 % | XX % |
| | <input type="checkbox"/> IGT | XX % | XX % |
| | <input type="checkbox"/> Other <please specify> | XX % | XX % |
| ROM or funding details: |  ROM%20Response%20XRN5095%20Modi | | |

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| | A ROM has been completed for this exercise and attached above. It states an enduring solution will cost at least £2,500, but probably not more than £6,000 to implement |
| Funding Comments: | Service Area 11 is 100% DN funded which is reflected in the funding class for this change. |

A7: ChMC Recommendation

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|---|---|---|--------------------------------|
| Change Status: | <input checked="" type="checkbox"/> Approve | <input type="checkbox"/> Reject | <input type="checkbox"/> Defer |
| Industry Consultation: | <input type="checkbox"/> 10 Working Days | <input type="checkbox"/> 15 Working Days | |
| | <input type="checkbox"/> 20 Working Days | <input type="checkbox"/> Other [Specify Here] | |
| Expected date of receipt for responses (to Xoserve) | XX/XX/XXXX | | |

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|-------------------------|------------------------------|-----------------------------|
| DSC Consultation Issue: | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Date Issued: | Click here to enter a date. | |
| Comms Ref(s): | | |
| Number of Responses: | | |

A8: DSC Voting Outcome

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| Solution Voting: | <input checked="" type="checkbox"/> Shipper | Approve |
| | <input type="checkbox"/> National Grid Transmission | Please select. |
| | <input checked="" type="checkbox"/> Distribution Network Operator | Approve |
| | <input type="checkbox"/> IGT | Please select. |
| Meeting Date: | 07/10/2020 | |
| Release Date: | Adhoc | |
| Overall Outcome: | <input type="checkbox"/> No | <input checked="" type="checkbox"/> Yes |

Please send the completed forms to: box.xoserve.portfoliooffice@xoserve.com

Section C: DSG Discussion

C1: Delivery Sub-Group (DSG) Recommendations

(To be removed if no DSG Discussion is required; Xoserve to collate where DSG discussions occur)

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| DSG Date: | 27/04/2020 |
| DSG Summary: | <p>JLR presented this agenda item. JLR provided a background of this change explaining that the change is 100% DNO funded and has been raised by Northern Gas. This was raised to support the delivery of Mod0701, but is not dependent on the Modification being implemented. JLR stated that the change is seeking to conduct a data cleanse against the information held in UK Link and DES for NExA sites and to ensure the ongoing process is put in place to allow Transporters to confirm where there are any updates and for this to be recorded accurately within UK Link and DES. This will ensure that the indicator within DES remain as per the latest position.</p> <p>JLR relayed that DN's and IGT's look to be the impacted parties of this Change but IGTs might be excluded as an impacted party at a later date following further review. If this is the case then we will pick this up with IGTs directly.</p> <p>Furthermore, JLR explained the current process for the NExA indicator to be updated is not established, preventing the Transporters being able to provide this information. JLR stated that the process to update this information should be established as part of this Change Proposal, which will ensure the data held in UK Link and DES for these sites is accurate.</p> <p><u>High Level Requirements</u></p> <p>This change seeks to conduct a data cleanse against the information held in UK Link and DES for NExA sites and to ensure the ongoing process is put in place to allow Transporters to confirm where there are any updates and for this to be recorded accurately within UK Link and DES. This will ensure that the indicator within DES remain as per the latest position.</p> <p>This will involve removing the indicators currently recorded in UK Link and DES for NExA sites. DNs and IGTs must provide an updated list of NExA sites to the CDSP. This updated list must then be reflected in UK Link and DES. JLR asked DSG to note that this Change Proposal is not dependent on the modification being implemented, however it will support it and is proposed to be delivered ahead of Modification 0701.</p> <p>To clarify, a separate change Proposal will be raised to deliver the changes proposed under Modification 0701. JLR asked DSG for any initial views or considerations on this change?</p> |

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| | <p>DSG had no initial views or questions regarding this Change. DSG were happy for this to progress through Capture and come back to DSG with requirements and HLSO. ER added that this Change is not looking to add a new data item but to simply cleanse what is already there, making the data as accurate as it can be.</p> | | |
| Capture Document / Requirements: | <Insert where appropriate> | | |
| DSG Recommendation: | <input type="checkbox"/> Approve | <input type="checkbox"/> Reject | <input type="checkbox"/> Defer |
| DSG Recommended Release: | Release: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY | | |

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|--------------|---|
| DSG Date: | 28/09/2020 |
| DSG Summary: | <p>Jai LeResche (JLR) presented this agenda item. Jai provided a background on this change (slide 25). Solution Option 1: Conduct a data cleanse against the information held in UK Link and DES for site specific NExA sites This change seeks to conduct a data cleanse against the information held in UK Link and DES for site-specific NExA sites and to ensure the ongoing process is put in place to allow Transporters to confirm where there are any updates and for this to be recorded accurately within UK Link and DES. This will ensure that the indicator within DES remain as per the latest position</p> <ul style="list-style-type: none"> No system impacts as there is already a Network Exit Agreement Indicator within UK Link and DES <p>The assumptions for this option are:</p> <ul style="list-style-type: none"> There will be effort required to carry out the data cleanse, but this is expected to be minimal <p>Overall, there is a low impact and ad-hoc release type with a high level cost estimate of £5k.</p> <p>SMc asked if there would be a reporting element involved with this Change with NExA information. Ellie Rogers (ER) replied stating that this would not be the case with this Change but could be as part of other Changes in the future involving additional reports. Furthermore, Jack Wilde (JW) stated that the Change benefits all parties but is currently down as DN funded. JW asked that if this should be split across the parties as this would be a benefit for all if progressed. PO stated that DNs are responsible for maintaining the data accurately in UK Link, that is where the benefit would be realised on the output of the Change.</p> <p>Action: check the link for the change pack as there was an issue with EL accessing it via the email link.</p> |

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| | <p>EL asked how many there were that were identified to give an idea. JLR replied that there was 64 identified</p> <p>Sally Hardman (SH) asked about timescales of this being implemented. ER stated that this will be communicated once this has been the ChMC for approval. This will be looking to get progressed soon after that. SH asked in relation to reporting, will this flag be available in DDP for Shippers and Transporters. PO stated that this will be queried with the DDP team to see if this can be included and how we would get this added into the future.</p> | | |
| Capture Document / Requirements: | <Insert where appropriate> | | |
| DSG Recommendation: | <input type="checkbox"/> Approve | <input type="checkbox"/> Reject | <input type="checkbox"/> Defer |
| DSG Recommended Release: | Release: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY | | |

Section D: High Level Solution Options

D1: Solution Options

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| <p>Solution Option Summary:</p> | <p><u>The link to the Change Proposal can be found here</u></p> <p><u>Background</u></p> <p>Currently there is Network Exit Agreement Indicator visible in DES within community and portfolio view for Shippers and portfolio view for DNs and IGTs. The purpose of this indicator is to confirm where a consumer has entered into a bilateral Network Exit Agreement (NExA) with the relevant Transporter.</p> <p>This change seeks to conduct a data cleanse against the information held in UK Link and DES for NExA sites and to ensure the ongoing process is put in place to allow Transporters to confirm where there are any updates and for this to be recorded accurately within UK Link and DES. This will ensure that the indicator within DES remain as per the latest position.</p> <p>This will involve removing the indicators currently recorded in UK Link and DES for DNO site-specific NExA sites. DNOs must provide an updated list of NExA sites to the CDSP which will be reflected in UK Link and DES.</p> <p><u>Change/Solution Overview</u></p> <p>Where a consumer has entered into a bilateral Network Exit Agreement (NExA) with the relevant Transporter, this should be recorded in UK Link and made visible to Shippers, DNs and IGTs within DES. The data currently held in UK Link and visible within DES needs to be updated to ensure the latest position in terms of NExA sites is reflected and available.</p> <p>The ongoing process must be in place to ensure this information can be updated and reflected correctly within DES.</p> <p><u>High Level Solution Option</u></p> <p>For reference please see HLSO for XRN5146.</p> <p>The HLSO outlines one option which is to undertake the data cleanse and update the information within UK Link and DES to reflect the latest DNO site-specific NExA information. The HLSO reflects the effort associated with this data cleanse.</p> <p><i>For the avoidance of doubt, Modification 0701 - Aligning Capacity booking under the UNC and arrangements set out in relevant NExAs has been raised to improve visibility where a consumer has</i></p> |
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| | <i>entered into a bilateral Network Exit Agreement (NExA) with the relevant Transporter, and to link capacity increases with the NExA so that the allowed capacity does not exceed the capacity as agreed in the NExA. This change is not dependent on this Modification being implemented, however it will support it and therefore is being proposed to be delivered ahead of Modification 0701 which if approved would be proposed in scope for November 2021 Major Release.</i> |
| Implementation Date for this Solution Option: | Ad-hoc – this data cleanse can be completed outside of a Major or Minor Release |
| Xoserve preferred option: (including rationale) | As there is only one option which is to undertake the data cleanse, this is the preference |
| DSG preferred solution option: (including rationale) | This has not been discussed at DSG yet but can be tabled during the September meeting for visibility. |
| Consultation closeout: | 28/09/2020 |

Section E: Industry Response Solution Options Review

E1: Organisation's preferred solution option

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|---|------------------------------------|-----------------------------|
| User Contact Details: | Organisation: | Northern Gas Networks |
| | Name: | Joanna Ferguson |
| | Email: | jferguson@northerngas.co.uk |
| | Telephone: | 07883099616 |
| Organisation's preferred solution option, including rationale taking into account costs, risks, resource etc. | NGN supports this change proposal. | |
| Implementation Date: | Approve | |
| Xoserve preferred solution option: | Approve | |
| DSG preferred solution option: | Approve | |
| Publication of consultation response: | N/A | |

E2: Xoserve's Response

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| Xoserve Response to Organisations Comments: | Thank you for your representation, we will feed this into ChMC for a final decision. |
|---|--|

E1: Organisation's preferred solution option

| | | |
|---|---|--------------------------------|
| User Contact Details: | Organisation: | EDF |
| | Name: | Eleanor Laurence |
| | Email: | eleanor.laurence@edfenergy.com |
| | Telephone: | 07875117771 |
| Organisation's preferred solution option, including rationale taking into account costs, risks, resource etc. | We are supportive of this change however would find it particularly beneficial if shippers could be provided individually with the MPRNs related to their NeXA sites following implementation | |

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| Implementation Date: | Approve |
| Xoserve preferred solution option: | Approve |
| DSG preferred solution option: | Approve |
| Publication of consultation response: | N/A |

E2: Xoserve' s Response

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| Xoserve Response to Organisations Comments: | Thank you for your representation, we will feed this into ChMC for a final decision. As part of the data cleanse, we can look to make the relevant Shippers directly aware of the latest information for NEXA sites which is being added to UK Link and DES. |
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E1: Organisation's preferred solution option

| | | |
|---|---|----------------------------------|
| User Contact Details: | Organisation: | Wales & West Utilities |
| | Name: | Richard Pomroy |
| | Email: | richard.pomroy@wwutilities.co.uk |
| | Telephone: | 07812973337 |
| Organisation's preferred solution option, including rationale taking into account costs, risks, resource etc. | We assume that this is a one off data cleanse and also the vehicle for any periodic updates that are required to update, amend or delete records. If so we support. | |
| Implementation Date: | Approve | |
| Xoserve preferred solution option: | Approve | |
| DSG preferred solution option: | Approve | |
| Publication of consultation response: | N/A | |

E2: Xoserve' s Response

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| Xoserve Response to Organisations Comments: | Thank you for your representation. Your assumptions are correct, this is a one off data cleanse to ensure we hold the correct information on UK Link and DES and will also ensure there is an ongoing process in place for any updates (including amendments and deletion) to make sure the latest information is maintained within UK Link and DES. |
|---|--|

E1: Organisation's preferred solution option

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|---|-----------------------------------|-------------------------------|
| User Contact Details: | Organisation: | Scottish Power |
| | Name: | Helen Bevan |
| | Email: | Helen.Bevan@scottishpower.com |
| | Telephone: | |
| Organisation's preferred solution option, including rationale taking into account costs, risks, resource etc. | We are in support of this change. | |
| Implementation Date: | | |
| Xoserve preferred solution option: | | |
| DSG preferred solution option: | | |
| Publication of consultation response: | N/A | |

E2: Xoserve's Response

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| Xoserve Response to Organisations Comments: | Thank you for your representation, we will feed this into ChMC for a final decision. |
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Section F: Approved Solution Option

F1: Approved Solution Option

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| XRN Reference: | XRN5146 |
| Solution Details: | <p>One option which is to undertake the data cleanse and update the information within UK Link and DES to reflect the latest DNO site-specific NExA information.</p> <p>The HLSO reflects the effort associated with this data cleanse.</p> |
| Implementation Date: | Adhoc |
| Approved By: | Change Management Committee |
| Date of Approval: | 07/10/2020 |



Appendix 1 – XRN5146

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 | <input type="checkbox"/> CMA Order <input type="checkbox"/> EU Legislation <input type="checkbox"/> BEIS <input type="checkbox"/> SPAA Change Proposal <input type="checkbox"/> Other <i>(please provide details below)</i> | <input checked="" type="checkbox"/> MOD / Ofgem <input type="checkbox"/> License Condition <input type="checkbox"/> ChMC endorsed Change Proposal <input type="checkbox"/> Additional or 3 rd Party Service Request | |
| Please select the customer group(s) who would be impacted if the change is not delivered | <input checked="" type="checkbox"/> Shipper Impact <input type="checkbox"/> Xoserve Impact | <input checked="" type="checkbox"/> iGT Impact <input type="checkbox"/> National Grid Transmission Impact | <input checked="" type="checkbox"/> Network Impact |
| Associated Change reference Number(s) | | | |
| Associated MOD Number(s) | Modification 0701 | | |
| Perceived delivery effort | <input checked="" type="checkbox"/> 0 – 30 <input type="checkbox"/> 60 – 100 | <input type="checkbox"/> 30 – 60 <input type="checkbox"/> 100+ days | |
| Does the project involve the processing of personal data? <i>'Any information relating to an identifiable person who can be directly or indirectly identified in particular by reference to an identifier' – includes MPRNS.</i> | <input checked="" type="checkbox"/> Yes <i>(If yes please answer the next question)</i> <input type="checkbox"/> 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: | <input type="checkbox"/> New technology <input type="checkbox"/> Mass data <input type="checkbox"/> Fundamental changes to Xoserve business <input type="checkbox"/> Other <i>(please provide details below)</i> | | <input type="checkbox"/> Vulnerable customer data <input type="checkbox"/> Xoserve employee data <input type="checkbox"/> Theft of Gas |
| Change Beneficiary <i>How many market participant or segments stand to benefit from the introduction of the change?</i> | <input checked="" type="checkbox"/> Multiple Market Participants <input type="checkbox"/> All industry UK Gas Market participants <input type="checkbox"/> One Market Group | | <input type="checkbox"/> Multiple Market Group <input type="checkbox"/> Xoserve Only <input type="checkbox"/> One Market Participant |
| Primary Impacted DSC Service Area | Service Area 11: NExA Supply Meter Points | | |
| Number of Service Areas Impacted | <input type="checkbox"/> All <input checked="" type="checkbox"/> One <input type="checkbox"/> Five to Twenty <input type="checkbox"/> Two to Five | | |
| Change Improvement Scale? <i>How much work would be reduced for the customer if the change is implemented?</i> | <input type="checkbox"/> High <input checked="" type="checkbox"/> Medium <input type="checkbox"/> Low | | |
| Are any of the following at risk if the change is not delivered? | | | |

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| <input type="checkbox"/> Safety of Supply at risk <input type="checkbox"/> Customer(s) incurring financial loss <input type="checkbox"/> Customer Switching at risk | |
| Are any of the following required if the change is delivered? | |
| <input type="checkbox"/> Customer System Changes Required <input type="checkbox"/> Customer Testing Likely Required <input type="checkbox"/> Customer Training Required | |
| Known Impact to Systems / Processes | |
| Primary Application impacted | <input checked="" type="checkbox"/> BW <input checked="" type="checkbox"/> ISU <input type="checkbox"/> CMS <input type="checkbox"/> AMT <input type="checkbox"/> EFT <input type="checkbox"/> IX <input type="checkbox"/> Gemini <input type="checkbox"/> Birst <input type="checkbox"/> Other <i>(please provide details below)</i> |
| Business Process Impact | <input type="checkbox"/> AQ <input checked="" type="checkbox"/> SPA <input type="checkbox"/> RGMA <input type="checkbox"/> Reads <input type="checkbox"/> Portal <input type="checkbox"/> Invoicing <input type="checkbox"/> Other <i>(please provide details below)</i> |
| Are there any known impacts to external services and/or systems as a result of delivery of this change? | <input type="checkbox"/> Yes <i>(please provide details below)</i> <input checked="" type="checkbox"/> No |
| Please select customer group(s) who would be impacted if the change is not delivered. | <input checked="" type="checkbox"/> Shipper impact <input checked="" type="checkbox"/> Network impact <input checked="" type="checkbox"/> iGT impact <input type="checkbox"/> Xoserve impact <input type="checkbox"/> National Grid Transmission Impact |
| Workaround currently in operation? | |
| Is there a Workaround in operation? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| If yes who is accountable for the workaround? | <input type="checkbox"/> Xoserve <input type="checkbox"/> External Customer <input type="checkbox"/> 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? | <input type="checkbox"/> Low <i>(easy, repetitive, quick task, very little risk of human error)</i> <input type="checkbox"/> Medium <i>(moderate difficult, requires some form of offline calculation, possible risk of human error in determining outcome)</i> <input type="checkbox"/> High <i>(complicate task, time consuming, requires specialist resources, high risk of human error in determining outcome)</i> |
| Change Prioritisation Score | 31% |

Document Control

Version History

| Version | Status | Date | Author(s) | Summary of Changes |
|---------|----------|----------|----------------|--|
| 1 | Draft | 27/04/18 | Anesu Chivenga | |
| 1.1 | approved | 27/12/19 | Pooja Patel | Updates have been made to the DPIA information |
| | | | | |

Version Control

Document

| Version | Status | Date | Author(s) | Remarks |
|---------|----------|------------|----------------|--|
| 1.0 | With DSG | 14/04/2020 | Jai Le Resche | Updated with ChMC outcome from the meeting on 8 th April |
| 2.0 | With DSG | 05/05/2020 | Chan Singh | CP Updates with the discussions from DSG 27 th April 2020 |
| 3.0 | With DSG | 06/10/2020 | Chan Singh | Updated CP with discussions from DSG 28 th September 2020 |
| 4.0 | Approved | 07/10/2020 | Kate Lancaster | Updated with Section D High Level Solution Options from September 2020 Change Pack |
| 5.0 | Approved | 09/10/2020 | Jai Le Resche | Updated with Solution outcome from the ChMC meeting on 7 th October |

Template

| Version | Status | Date | Author(s) | Remarks |
|---------|------------|------------|------------------|---|
| 3.0 | Superseded | 17/07/2018 | Emma Smith | Template approved at ChMC on 11 th 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 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 12 th June 2019 |