

DSC Change Completion Report (CCR)



Change Title	Increase the Frequency of FSG Payments
Change reference number (XRN)	XRN5469
Xoserve Project Manager	Rajiv Patel
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Contact number	
Target Change Management Committee date	12 th October 2022
Date of Solution Implementation	4 th October 2022
Section 1: Overview of Change Delivery	
<ul style="list-style-type: none">▪ The current FSG service operates to a set of agreed submission deadlines to process onward invoices to Shippers. This process operates on a weekly basis, with a discretionary 'Ad Hoc' provision of FSG processing.▪ A new daily FSG service will operate from Tuesday 4th October 2022, for participating Distribution Networks. The new daily service will be fulfilled by introducing additional administration resource to the Business Operations Invoicing Team.▪ For non-participating Distribution Networks, the service shall remain weekly / 'Ad Hoc'.	
Section 2: Confirmed Funding Arrangements	
<ul style="list-style-type: none">▪ The change has been confirmed as being 100% Distribution Networks funded.▪ An additional 1.0 Full Time Equivalent (FTE) will be funded at a pro-rata cost of £31,600 from October 2022 to the end of March 2023.▪ Then at an annual cost of £63,300 from the start of April 2023 to end of March 2024.▪ And then at a continued annual cost of £63,300 thereafter (but subject to any future DSC+ schedule changes that affect the Administrator Role rate).	
Section 3: Provide a summary of any agreed scope changes	
<ul style="list-style-type: none">▪ None	
Section 4: Detail any changes to the Xoserve Service Description	
<ul style="list-style-type: none">▪ None	
Section 5: Provide details of any revisions to the text of the UK Link Manual	
<ul style="list-style-type: none">▪ Not applicable	
Section 6: Lessons Learnt	
<ul style="list-style-type: none">▪ Not applicable	

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Document Version History

Version	Status	Date	Author(s)	Summary of Changes
0.1	Draft	16.9.22	P. Orsler	Draft template created.
0.2	Draft	20.9.22	R. Patel	Draft template updated for review.
1.0	Final	03.10.22	R. Patel	Final version post review.