

# 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 5033		
Change Title:	Addition of low-level data to EUC Report		
Date Raised:	15/10/2019		
Sponsor Representative Details:	Organisation:	British Gas	
	Name:	Jason Blackmore	
	Email:	Jason.Blackmore@britishgas.co.uk	
	Telephone:		
Xoserve Representative Details:	Name:	Greg Causon	
	Email:	greg.causon@xoserve.com	
	Telephone:	+44 121 229 2219	
	Business Owner:	James Rigby	
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 type="checkbox"/> Distribution Network Operator
	<input type="checkbox"/> NG Transmission	<input type="checkbox"/> IGT
	<input type="checkbox"/> All	<input type="checkbox"/> Other <Please provide details here>
Justification for Customer Class(es) selection	This will provide additional data to Shippers showing the AQ at EUC attribute level within the report spreadsheet. This is NDM data used by customers to simulate allocation, UIG calculations for classes 3 and 4.	

## A3: Proposer Requirements / Final (redlined) Change

Problem Statement:	The Shippers currently receive an EUC report (developed via XRN4806) that details all Gemini data and customer data at aggregate AQ level. This does not allow them to see a breakdown level which confirms how the EUC data is calculated(banded) together.
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Change Description:	The proposal is to create an additional tab within the EUC report. This will detail how each EUC band is calculated at aggregated AQ level showing the low-level data. This will be a monthly report for all gas days occurred in previous month and will be in spreadsheet format. A check would be required to ensure that the low level data adds up to the Aggregate level in the original report.		
Proposed Release:	Release: December 2019 – Customer Data Release		
Proposed Consultation Period:	<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

Benefit Description:	This will provide additional data to Shippers showing the AQ at EUC attribute level within the report spreadsheet. This is NDM data used by customers to simulate allocation, UIG calculations for classes 3 and 4. <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 delivery of new report to Shippers <i>When are the benefits of the change likely to be realised?</i>		
Benefit Dependencies:	N/A? <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

Service Line(s) Impacted - New or existing	Service Area 18: Provision of User reports and information		
Level of Impact	<b>Minor</b>		
If None please give justification			
Impacts on UK Link Manual/ Data Permissions Matrix			
Level of Impact	Major/ Minor/ Unclear/ None		
If None please give justification			
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	XX %	XX %
	<input type="checkbox"/> Distribution Network Operator	XX %	XX %
	<input type="checkbox"/> IGT	XX %	XX %
	<input type="checkbox"/> Other <please specify>	XX %	XX %
ROM or funding details:	N/A		
Funding Comments:	Zero Costs		

### A7: ChMC Recommendation

Change Status:	<input checked="" type="checkbox"/> Approve	<input type="checkbox"/> Reject	<input type="checkbox"/> Defer
Industry Consultation:	<input checked="" 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)	02/12/2019 ChMC have approved this Change to go straight into design for implementation in December if no contentious responses are received.		

DSC Consultation Issue:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Date Issued:	18/11/2019	
Comms Ref(s):	2489.8 - RT - PO	
Number of Responses:	Five approval responses	

### A8: DSC Voting Outcome

Solution Voting:	<input type="checkbox"/> Shipper	Please select.	
	<input type="checkbox"/> National Grid Transmission	Please select.	
	<input type="checkbox"/> Distribution Network Operator	Please select.	
	<input type="checkbox"/> 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:	<input type="checkbox"/> No	<input type="checkbox"/> Yes	If [Yes] please specify <Release>

Please send the completed forms to: [box.xoserve.portfoliooffice@xoserve.com](mailto:box.xoserve.portfoliooffice@xoserve.com)

# Section C: DSG Discussion

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## C1: Delivery Sub-Group (DSG) Recommendations

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

DSG Date:	18/11/2019		
DSG Summary:	<p>JG presented the slides to the group. A view of low level data of how aggregated data is calculated has been asked for, therefore we are looking to add an additional tab to existing report.</p> <p>Hoping that new tab will not cause issues however we are not aware how this is currently being used and whether this will cause impact. Asking DSG for views. This is not a June 20 change but looking for reps on this as this was sent out in the November change pack. No negative reps will mean that we will publish this report from December. No concerns raised by DSG.</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 G: Change Pack

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## G1: Communication Detail

Comm Reference:	2489.8 - RT - PO
Comm Title:	XRN5033: Addition of low level data to EUC Report
Comm Date:	18/11/2019

## G2: Change Representation

Action Required:	For representation
Close Out Date:	02/12/2019

## G3: Change Detail

Xoserve Reference Number:	XRN5033
Change Class:	Additional data in an existing report
ChMC Constituency Impacted:	Shippers
Change Owner:	Jane Goodes <a href="mailto:Jane.Goodes@Xoserve.com">Jane.Goodes@Xoserve.com</a>
Background and Context:	The Shippers currently receive an EUC report (developed via XRN4806) that details all Gemini data and customer data at aggregate AQ level. This does not allow them to see a breakdown level which confirms how the EUC data is calculated(banded) together.

## G4: Change Impact Assessment Dashboard (UK Link)

Functional:	Additional data to an existing Business Objects report
Non-Functional:	N/A
Application:	SAP BW
User(s):	Shippers
Documentation:	N/A
Other:	N/A

Files				
File	Parent Record	Record	Data Attribute	Hierarchy or Format Agreed
N/A	N/A	N/A	N/A	N/A

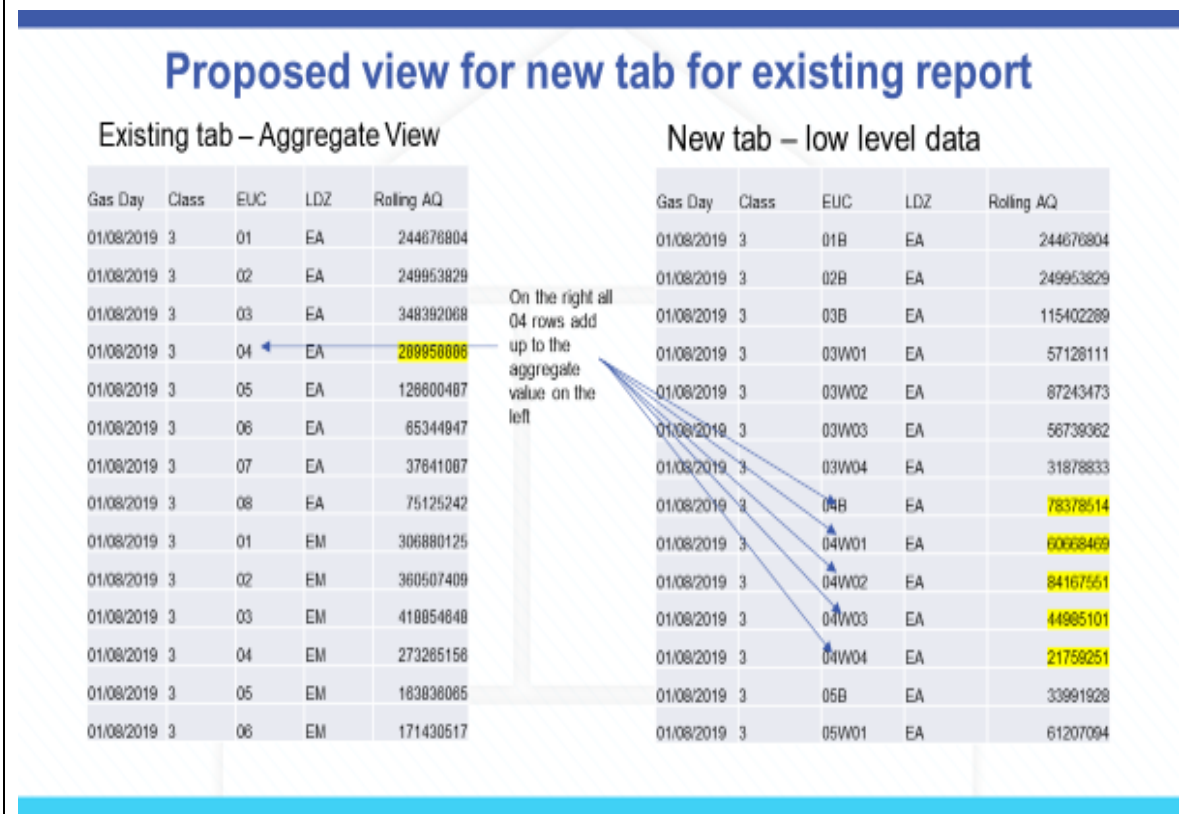
## G5: Change Design Description

[Link to CP](#)

XRN5033 will deliver an additional tab in the EUC Report currently received by Shippers. The report current shows an aggregated view of AQ using multiple feeds of data. The additional tab will provide a lower level view of data from Gemini and UK Link which is used to create the aggregated view. This will support Shippers to further analyse and use the data to aid their processes and provide insight into UIG.

The additional tab will use the same fields in the current report but will break each EUC band down to show the values that are aggregated to provide the summary view in the existing report.

Attached is a view of what the additional tab will look like and also shows how the data in the additional tab will break down and also shows that the low level data, when aggregated is equal to the existing aggregated AQ view.



## G6: Associated Changes

Associated Change(s) and Title(s):	XRN4806
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## G7: DSG

Target DSG discussion date:	18/11/2019
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Any further information:	Assuming there are no negative responses to this Change Pack this will go into delivery in order to meet the December deadline.
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### G8: Implementation

Target Release:	Adhoc – December 2019
Status:	

Please see the following page for representation comments template; responses to [uklink@xoserve.com](mailto:uklink@xoserve.com)

# Section H: Representation Response

## H1: Change Representation

(To be completed by User and returned for response)

User Contact Details:	Organisation:	Npower Ltd	
	Name:	Alison Price	
	Email:	alison.price@npower.com	
	Telephone:	07557202065	
Representation Status:	Large Shipper		
Representation Publication:	Publish		
Representation Comments:	No comments		
Confirm Target Release Date?	Yes	«h1_userDataAlternative»	

## H1: Xoserve' s Response

Xoserve Response to Organisations Comments:	Thank you for your representation, we will feed this into ChMC for a final decision.
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Please send the completed representation response to [uklink@xoserve.com](mailto:uklink@xoserve.com)

## H1: Change Representation

(To be completed by User and returned for response)

User Contact Details:	Organisation:	EDF Energy	
	Name:	Eleanor Laurence	
	Email:	eleanor.laurence@edfenergy.com	
	Telephone:	07875117771	
Representation Status:	Approve		
Representation Publication:	Publish		
Representation Comments:	None		



Confirm Target Release Date?	Yes	«h1_userDataAlternative»
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## H1: Xoserve' s Response

Xoserve Response to Organisations Comments:	Thank you for your representation, we will feed this into ChMC for a final decision.
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Please send the completed representation response to [uklink@xoserve.com](mailto:uklink@xoserve.com)

## H1: Change Representation

(To be completed by User and returned for response)

User Contact Details:	Organisation:	Orsted
	Name:	Lorna Lewin
	Email:	lolew@orsted.co.uk
	Telephone:	02074511974
Representation Status:	Approve	
Representation Publication:	Publish	
Representation Comments:	Support additional low-level detail on the EUC report. This will not impact our system or processes.	
Confirm Target Release Date?	Yes	«h1_userDataAlternative»

## H1: Xoserve' s Response

Xoserve Response to Organisations Comments:	Thank you for your representation, we will feed this into ChMC for a final decision.
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Please send the completed representation response to [uklink@xoserve.com](mailto:uklink@xoserve.com)

## H1: Change Representation

(To be completed by User and returned for response)

User Contact Details:	Organisation:	SSE
	Name:	Megan Coventry
	Email:	megan.coventry@sse.com
	Telephone:	02392277738

Representation Status:	Support	
Representation Publication:	Publish	
Representation Comments:	We agree this is a helpful change to include more data in the report.	
Confirm Target Release Date?	Yes	«h1_userDataAlternative»

## H1: Xoserve' s Response

Xoserve Response to Organisations Comments:	Thank you for your representation, we will feed this into ChMC for a final decision.
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Please send the completed representation response to [uklink@xoserve.com](mailto:uklink@xoserve.com)

## H1: Change Representation

(To be completed by User and returned for response)

User Contact Details:	Organisation:	Scottish Power
	Name:	Helen Bevan
	Email:	Helen.Bevan@scottishpower.com
	Telephone:	01416145517
Representation Status:	Support	
Representation Publication:	Publish	
Representation Comments:	Based on the current reporting could the new EUC bandings be populated in the reports?	
Confirm Target Release Date?	Yes	«h1_userDataAlternative»

## H1: Xoserve' s Response

Xoserve Response to Organisations Comments:	Having spoken to the developer, we can confirm that when the new report is implemented the low level data will include the new EUC Bands. Should you need any changes to the existing summary report, this would require a new change proposal.
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Please send the completed representation response to [uklink@xoserve.com](mailto:uklink@xoserve.com)

# Appendix 1

## 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.

<b>Change Driver Type</b>	<input type="checkbox"/> CMA Order <input type="checkbox"/> MOD / Ofgem <input type="checkbox"/> EU Legislation <input type="checkbox"/> License Condition <input type="checkbox"/> BEIS <input checked="" type="checkbox"/> ChMC endorsed Change Proposal <input type="checkbox"/> SPAA Change Proposal <input type="checkbox"/> Additional or 3 <sup>rd</sup> Party Service Request <input type="checkbox"/> Other (please provide details below)
<b>Please select the customer group(s) who would be impacted if the change is not delivered</b>	<input checked="" type="checkbox"/> Shipper Impact <input type="checkbox"/> iGT Impact <input type="checkbox"/> Network Impact <input type="checkbox"/> Xoserve Impact <input type="checkbox"/> National Grid Transmission Impact
<b>Associated Change reference Number(s)</b>	XRN5033
<b>Associated MOD Number(s)</b>	
<b>Perceived delivery effort</b>	<input checked="" type="checkbox"/> 0 – 30 <input type="checkbox"/> 30 – 60 <input type="checkbox"/> 60 – 100 <input type="checkbox"/> 100+ days
<b>Does the project involve the processing of personal data?</b> <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 type="checkbox"/> Yes (If yes please answer the next question) <input checked="" type="checkbox"/> No
<b>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:</b>	<input type="checkbox"/> New technology <input type="checkbox"/> Vulnerable customer data <input type="checkbox"/> Theft of Gas <input type="checkbox"/> Mass data <input type="checkbox"/> Xoserve employee data <input type="checkbox"/> Fundamental changes to Xoserve business <input type="checkbox"/> Other (please provide details below)  <i>(If any of the above boxes have been selected then please contact The Data Protection Officer (Sally Hall) to complete the DPIA.</i>
<b>Change Beneficiary</b> <i>How many market participant or segments stand to benefit from the introduction of the change?</i>	<input type="checkbox"/> Multiple Market Participants <input type="checkbox"/> Multiple Market Group <input type="checkbox"/> All industry UK Gas Market participants <input type="checkbox"/> Xoserve Only <input checked="" type="checkbox"/> One Market Group <input type="checkbox"/> One Market Participant
<b>Primary Impacted DSC Service Area</b>	Service Area 15: Demand Estimation
<b>Number of Service Areas Impacted</b>	<input type="checkbox"/> All <input type="checkbox"/> Five to Twenty <input type="checkbox"/> Two to Five <input checked="" type="checkbox"/> One
<b>Change Improvement Scale?</b> <i>How much work would be reduced for the customer if the change is implemented?</i>	<input type="checkbox"/> High <input type="checkbox"/> Medium <input checked="" type="checkbox"/> Low
<b>Are any of the following at risk if the change is not delivered?</b>	
<input type="checkbox"/> Safety of Supply at risk <input type="checkbox"/> Customer(s) incurring financial loss <input type="checkbox"/> Customer Switching at risk	
<b>Are any of the following required if the change is delivered?</b>	
<input type="checkbox"/> Customer System Changes Required <input type="checkbox"/> Customer Testing Likely Required <input type="checkbox"/> Customer Training Required	
<b>Known Impact to Systems / Processes</b>	

<b>Primary Application impacted</b>	<input type="checkbox"/> BW <input 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>
<b>Business Process Impact</b>	<input type="checkbox"/> AQ <input 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>
<b>Are there any known impacts to external services and/or systems as a result of delivery of this change?</b>	<input type="checkbox"/> Yes <i>(please provide details below)</i>  <input checked="" type="checkbox"/> No
<b>Please select customer group(s) who would be impacted if the change is not delivered.</b>	<input checked="" type="checkbox"/> Shipper impact <input type="checkbox"/> Network impact <input type="checkbox"/> iGT impact <input type="checkbox"/> Xoserve impact <input type="checkbox"/> National Grid Transmission Impact
<b>Workaround currently in operation?</b>	
<b>Is there a Workaround in operation?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes who is accountable for the workaround?</b>	<input checked="" type="checkbox"/> Xoserve <input type="checkbox"/> External Customer <input type="checkbox"/> Both Xoserve and External Customer
<b>What is the Frequency of the workaround?</b>	Monthly
<b>What is the lifespan for the workaround?</b>	Ongoing
<b>What is the number of resource effort hours required to service workaround?</b>	None – Workaround is delivered via the production of a monthly report which contains the data but at an aggregate level.
<b>What is the Complexity of the workaround?</b>	<input checked="" 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>
<b>Change Prioritisation Score</b>	<b>9%</b>

## Document Control

### Version History

Version	Status	Date	Author(s)	Summary of Changes
1	Draft	27/04/18	Anesu Chivenga	

# Version Control

## Document

Version	Status	Date	Author(s)	Remarks
V1	Out for review	15/11/2019	Xoserve	CP has been updated with the recommendations from ChMC.
V2	With DSG	26/11/2019	Xoserve	CP updated with the minutes from DSG 18 <sup>th</sup> November 2019
V3	Voting	10/12/2019	Rachel Taggart	Change Pack and Reqs added from November Change Pack

## 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 12 <sup>th</sup> 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"> <li>- Inclusion of an All 'Impacted Parties' option in A2</li> <li>- Justification section added to section A2</li> <li>- Change Description replaced with Problem Statement in section A3</li> <li>- Remove 'X' in Release information (sections A3, A5, A7, C1 and G8)</li> <li>- Updated Service Line and UK Link impacts and funding section (A6) to include further detail</li> <li>- Amended questions 3 and 4 in section B</li> <li>- Added Service Line/UK link Assessment in section D</li> <li>- Removed Section A5</li> </ul>

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 <sup>th</sup> June 2019