

Change Proposal

Release 3 Detailed Design Delivery

CDSP Reference: XRN 4572

Document Stage	Version	Date	Author	Status
ROM Request / Change Proposal	0.1 1.0	29/01/2018 30/01/2018	Alison Kane Padmini Duvvuri	Submitted to Change Committee
ROM Response				Choose an item.
Change Management Committee Outcome				
EQR	0.1 1.0	29/01/2018 30/01/2018	Alison Kane Padmini Duvvuri	Submitted to Change Committee
Change Management Committee Outcome		07/02/2018		Approved by Change Committee
BER	0.1 0.2 0.3 0.4 1.0	21/03/2018 28/03/2018 03/04/2018 04/04/2018 11/04/2018	Padmini Duvvuri Padmini Duvvuri Padmini Duvvuri Padmini Duvvuri Padmini Duvvuri	Submitted to Change Committee
Change Management Committee Outcome	1.0	11/04/2018	CDSP	Approved by Change Committee
CCR				Choose an item.
Change Management Committee Outcome				Choose an item.

Document Purpose

This document is intended to provide a single view of a change as it moves through the change journey. The document is constructed in a way that enables each section to build upon the details entered in the preceding section. The level of detail is built up in an incremental manner as the project progresses.

The template is aligned to the Change Management Procedures, as defined in the CDSP Service Document. The template is designed to remove the need for duplication of information. Where information is required in one section but has been previously captured in a previous section, the previous section will be referenced.

The summary table on the front page shows the history and the current status of the Change Proposal.

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Appendix		
A1	Glossary of Key Terms	N/A

Section 1: Proposed Change

Please complete section 1 and 2 and specify within section 2 the output that is required from the CDSP

Originator Details			
Submitted By	Padmini Duvvuri	Contact Number	0121 229 2487
		Email Address	Padmini.duvvuri@xoserve.com
Customer Representative	Emma Smith	Contact Number	0121 229 2194
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Subject Matter Expert/Network Lead	Emma Smith	Contact Number	0121 229 2194
		Email Address	Emma.Smith@xoserve.com
Customer Class	<input checked="" type="checkbox"/> Shipper <input checked="" type="checkbox"/> National Grid Transmission <input checked="" type="checkbox"/> Distribution Network Operator <input checked="" type="checkbox"/> iGT		
Overview of proposed change			
Change Details	<p>Release 3 has been commissioned to deliver changes prioritised by the industry from the change register.</p> <p>There are 18 Changes that have been proposed to be included for Release 3 delivery of which 5 will require funding by the DSC Change Budget and the remaining 13 Changes will be funded by the UK Link deferred budget.</p> <p>The initial delivery efforts are for delivering Release 3 Detailed Design only for the 18 changes currently deemed in scope by the Change Management Committee</p> <p>07/03/18 – 4 changes out of the original scope of 18 changes for Release 3 have been accepted as <u>being descope or delivered through another mechanism</u> by ChMC. These are</p> <ol style="list-style-type: none"> 1. XRN3667 Provision of Formula Year AQ 2. XRN4432 Amendment to U82 record to include the revised NTS optional tariff rate 3. XRN4436 Change number of occurrences for K13 record for SSMP's 4. XRN4381 The updating of the ZDT_AQ_OPER table <p>EXTERNALLY FUNDED CHANGE REQUESTS:</p> <p>Refer to Section 2 – “General Service Changes Only” for Service Area Breakdown</p> <p><u>Title: Introducing IHD (In-Home Display) Installed Status of Failed MOD614</u></p> <p>Change Proposal No. XRN4273</p> <p>Description: At the time when the data items relevant to smart metering were included in the UNC Transportation Principal Document (TPD), the values created for In-Home Device (IHD) were felt to be the only status flags required. However, it has become clear that in a number of cases it is not possible to provide the customer with an IHD due to the set-up of Home Area Network (HAN) connectivity. The current list of valid status flags do not enable these instances to be captured and the current status options may be being misused in regards to these instances.</p>		

This CP seeks to introduce the new In Home Display Status of 'F' - 'Failed IHD Asset'.

Copy of Change Proposal document:



XRN4273 - CR.pdf

Title: Cadent Billing - DN Sales (Outbound Services)

Change Proposal No. XRN4454

Description: To implement an enduring invoicing solution such that the existing interim arrangements for the invoicing of Cadent Gas and National Grid transportation charging (via a 'refund and rebill' process in respect of the National Grid elements currently contained within the Cadent invoice) is superseded by functionality that effectively separates the charges contain in the invoices.

As a consequence, invoices from Cadent will only contain transportation charges for use of Cadent networks negating the need for the current requirement to issue a Cadent credit invoice for the National Grid charges contained in the initial Cadent invoice.

Copy of Change Proposal document:



4454 - CR.pdf

Title: Amendment to RGMA Validation Rules for Meter Asset Installation Date

Change Proposal No. XRN4534

Description: Amendment to the RGMA validation rules. At present the RGMA validation rules do not allow for an asset update to be recorded pre D-2 of the confirmation effective date once the confirmation has progressed to this stage and cannot pre-date the confirmation effective date once the confirmation has gone live. Therefore the Registered User cannot record the meter installation for the correct date (if the meter was installed prior to D of the confirmation effective date).

Copy of Change Proposal document:



XRN4534 - CR.pdf

Title: Read Validation Tolerances

Change Request No. XRN3656

Description: The desire to develop the reading validation for meter points with very low AQs was highlighted during the development of Nexus, however, there was little tangible data available until the systems were live to move this forward. Several options were discussed, including moving from a percentage based approach to a fix value. Sufficient time has now passed and data is available which confirms amendments to small/low AQs would have a positive, albeit modest, impact on the Gas read validation and settlement processes. This

proposal seeks to make minor alterations to the tolerance values for meter points with a low AQ on classes 3 or 4 rather than changing the validation mechanism. This will achieve benefits but without the significant development costs.

Copy of Change Request document:



XRN3656 - CR.pdf

Title: Provision of Formula Year AQ

Change Request No. XRN3667

~~Description: It is not currently included within the current file formats to provide prospective Formula Year AQ.~~

~~Users have indicated that the non provision of this data creates material uncertainty in pricing for prospective consumers. It is suggested that adding an optional field to the S75 (which is issued in response to a nomination enquiry, nomination, confirmation and at the transfer of ownership) would provide visibility of this data. The value would be populated where this had been derived for the forthcoming year, and had yet to become effective.~~

Copy of Change Request document:



3667 - CR.pdf

INTERNALLY FUNDED CHANGE REQUESTS:

Title: To change the optionality of the Supply Point confirmation reference for the T51 file

Change Request No. XRN4337

Description: Whilst investigating the failure to calculate a winter consumption notification (T51) that failed to be issued to shippers with a confirmation status of CO, the files failed to generate because of a file format design. The confirmation effective date is mandatory within the T51.

When the confirmation is pending, there is not a confirmation effective date for the incoming Shipper at the time the file is produced

To correct this scenario and ensure the T51 File flows to the appropriate shippers, we are suggesting a change to the optionality of the field within the T51 File format.

This issue was recognised when we issued the Winter consumption calculation files in May 2017. This is the pre-notification of the W/C value that will potentially be applied if they do nothing for the 1st of October

Copy of Change Request document:



XRN4337 - CR.pdf

Title: The updating of the ZDT_AQ_OPER table

Change Request No. XRN4381

Description: CR6251 has already populated the ZDT_AQ_OPER table with the known missing attributes for both GT and IGT SMPs. This change is to run a report that will identify when these data attributes have not updated a particular table for internal process reconciliation use. These updates will support the AQ process in general but specifically the Formula year review and the annual EUC allocation.

Copy of Change Request document:



XRN4381 - CR.pdf

Title: Reads failing market breaker tolerance to be accepted for correct date following AQ Correction

Change Request No. XRN4431

Description: Following a read being rejected as it failed the market breaker tolerance check, the user may raise an AQ correction, once the AQ has been updated, the Shippers have requested the ability to re-submit the read that failed the market breaker tolerance for the correct date (original read date) but validate the read against the newly corrected AQ rather than the AQ that was Live as at the read date.

Copy of Change Request document:



4431- CR.pdf

Title: Amendment to U82 record to include the revised NTS optional tariff rate

Change Request No. XRN4432

Description: When a User requests for optional tariff switch via the SPC file, if accepted this will change the charge rate to be applied, the response file SPR-U82 record does not include the new rate, therefore file format change required to add the NTS Optional Tariff Rate.

The U82 record can also be supplied as part of the CRF, TSF, TSR.

Copy of Change Request document:



4432 - CR.pdf

Title: Change number of occurrences for K13 record for SSMP's

Change Request No. XRN4436

Description: SUPPLIER SHORT CODE and SHIPPER SHORT CODE are in the K13 record

(TRS/TRF file): This also contains the prospective supplier and shipper value. When the site is transferred from SSMP to SSMP or single to SSMP, this segment doesn't allow us to send all the prospective shipper/supplier details. This change enables this function in lieu of the current workaround that is being applied.

Copy of Change Request document:



4436 - CR.pdf

Title: File Format Changes Aug 16 Unique Sites (deferred items from CR252)

Change Request No. XRN4443

Description: There are a number of 'Must Have' changes which were identified as a result of unique sites testing and market trials to Unique Sites templates and records. Changes are categorised as:

- Functional – changes to the structure and composition of the file format (e.g. additional field, optionality/allowable values etc).

Copy of Change Request document:



4443 - CR.pdf

Title: File Format Should Have Changes

Change Request No. XRN4453

Description: This change is version 3 of the File Formats 'should have' changes (original CR raised 15/12/16) This version has been updated with further identified File Format changes up to 30th May 2017. They were confirmed as not required for day 1 and therefore were deferred from Go Live.

The change details the 264 File Format changes that were identified during testing and market trials up to 31st March 2017 that were not required for Project Nexus go live. A number of these changes with functional impact are expected to be prioritised for Release 3 delivery

Copy of Change Request document:



4453 - CR.pdf

Title: Class 4 CSEPS Reconciliation Variance Identification

Change Request No. XRN4458

Description: The reconciliation process for class 4 sites creates variance periods when there is a change in data which could impact the billing rates, for example change of AQ or EUC.

During back billing UAT, the need for an additional variance reason code was identified for a meter point that changes the CSEP Project (Grid) effective mid month. A CSEPs project change may be accompanied by additional data changes, however in this particular instance the only change was to the meter point was that the change to the CSEP project effective mid month (i.e not 1st calendar day).

It is proposed to use variance reason code as 'CSP' to record this data change. Also if there are other variance codes that impacts rate determination on the same date when this data change is recorded, then this must be considered on priority to ensure right rates are utilised for the charge calculation

Copy of Change Request document:



Title: Resolution of penny mismatches within invoice supporting information for Core invoices.

Change Request No. XRN4481

Description: During Market trial regression testing, a defect was raised by shippers where penny mismatches were identified while validating the financial values within invoice supporting information against the actual invoice values for all the three Core invoices, namely Capacity and Commodity invoices.

After initial analysis it is identified that the changes are required to the file formats for supporting information (SI) files for Capacity (ZCS, CZI) and Commodity (COM/COI) invoices and associated changes to the impacted systems.

Copy of Change Request document:



Title: Meter Type O (= Orifice) to be an acceptable value in file formats and reports

Change Request No. XRN4486

Description: As part of the US sites being bought into SAP ISU, the meter Type O (= Orifice) is not a recognisable meter type in the current file formats or some reports from SAP ISU and BW.

SAP ISU has it as an allowable value but some of the AMT files do not.

Analysis needs to be carried out on the full file format and report suite to see what changes are required.




Copy of Change Request document:



Title: Energy Tolerance Rejection code

Change Request No. XRN4495

Description: Within the Tolerance Override Flag field of the shipper inbound read files (UMR, UBR and UDR) there are two acceptable values Y=Yes and Blank. However there have been instances where a shipper has provided a value of N in this field and the record has been accepted. Where the reading relates to a shipper transfer, this invalid value has appeared on the outbound shipper transfer read files (URN) provided to the outgoing shipper, in addition to the shipper providing the data. Validation is required to prevent these records being accepted

	<p>and a new rejection code. Suggested rejection message being ' Incorrect value in Tolerance Override Flag field'</p> <p>Copy of Change Request document:</p> <div data-bbox="399 369 478 448" data-label="Image">  </div> <p>4495 - CR.pdf</p> <hr/> <p><u>Title: Insertion of Maximum Number of Occurrences in Meter Inspection Date Notice (MID) File.</u></p> <p>Change Request No. XRN4538</p> <p>Description:</p> <p>Following Project Nexus Implementation Xoserve received large Meter Inspection Date Notice files immediately following the cutover period that caused issues in UK Link processing. Xoserve propose to limit the maximum number of occurrences to 15,000 N44 records.</p> <p>This file is only passed from the Shipper User to the CDSP so it is only expected to impact this User Type. The change is required to support the operation of UK Link.</p> <p>Copy of Change Request document:</p> <div data-bbox="383 996 446 1064" data-label="Image">  </div> <p>4538_CR.pdf</p> <hr/> <p><u>Title: New File Level Rejection</u></p> <p>Change Request No. XRN4539</p> <p>Description: Following Project Nexus Implementation Xoserve received a number of files which contained entirely incorrectly formatted records. a specific rejection code for such circumstances does not exist currently, therefore these files were rejected using the File Level Rejection of FIL00012 "Records are not in the expected order in the FRJ File".</p> <p>In recognition of this the scenario, a proposed change has been mooted to introduce a new rejection code of FIL00020 - "No Valid Message - File contains incorrectly formatted records".</p> <p>This change impacts all Users interacting with the Central Data Service Provider (CDSP) via UK Link.</p> <p>The change is required to support the industry identify the reason for rejection in this scenario.</p> <p>Copy of Change Request document:</p> <div data-bbox="383 1624 446 1691" data-label="Image">  </div> <p>4539 - CR.pdf</p> <hr/>
<p>Reason(s) for proposed service change</p>	<p>Release 3 has been commissioned to deliver changes prioritised by the industry participants from the change register. There are 18 Changes that have been proposed to be included for Release 3 delivery of which 5 will require funding by the DSC Change Budget and the remaining 13 Changes will be funded by the UK Link deferred budget.</p>

Status of related UNC Mod	N/A
Full title of related UNC Mod	N/A
Benefits of change	The change will deliver change proposals requested by Market participants and items of scope from the UK Link Programme which were not identified or not delivered as part of the main UK Link implementation, Future Release 1.1 and Future Release 2.
Required Change Implementation Date	Targeting November 2018 subject to completion of Detailed Design
Please provide an assessment of the priority of this change from the perspective of the industry.	<input checked="" type="checkbox"/> High <input type="checkbox"/> Medium <input type="checkbox"/> Low <p>Rationale for assessment:</p> <p>The priority of the Changes has been reviewed and set by the Change Management Committee. Following external feedback there is requirement to deliver Cadent gas Billing enduring solution (classified as 'High' priority) as early as possible to reduce required workarounds currently being undertaken and therefore remove risk.</p> <p>Accepting 17 other changes in this release based on prioritisation exercise undertaken with DSG which are classed 'Medium' priority.</p>

Section 2: Initial Assessment / ROM Request / Change Proposal

Service Level of Quote/Estimate Robustness Requested	Evaluation Services <input type="checkbox"/> Initial Assessment (<i>Mod related changes only</i>) <input type="checkbox"/> ROM estimate for Analysis and Delivery CDSP Change Services <input type="checkbox"/> Firm Quote for Analysis <input checked="" type="checkbox"/> Firm Quote for both Analysis and Delivery (Detailed Design only)
Has any initial assessment been performed in support of this change?	<input checked="" type="checkbox"/> Yes (for 15 changes known as at 22/01 DSG, 3 more changes added at the recommendation of DSG still to be assessed) <input type="checkbox"/> No

Is this considered to be a Priority Service Change?	<input type="checkbox"/> Yes (Mod Related) <input type="checkbox"/> Yes (Legislation Change Related) <input checked="" type="checkbox"/> No
Is this change considered to relate to a 'restricted class' of customers? Consider if the particular change is only likely to impact those who fall under a particular customer class If it impacts all customer classes (i.e. Transmission, Distribution & Shippers) then choose 'No'.	<input type="checkbox"/> Yes (please mark the customer class(es) to whom this is restricted) <input checked="" type="checkbox"/> No ----- <input checked="" type="checkbox"/> Shippers <input checked="" type="checkbox"/> National Grid Transmission <input checked="" type="checkbox"/> Distribution Network Operators <input checked="" type="checkbox"/> iGT's
Is it anticipated that the change would have an adverse impact on customers of any other customer classes? Please refer to appendix one for the definition of an 'adverse impact'	<input type="checkbox"/> Yes (please give details) <input checked="" type="checkbox"/> No

General Service Changes Only (please ensure that either A or B below is completed)

A) Customer view of impacted service area(s)

For a definition of the Service Areas, please see the 'Charge Base Apportionment Table' within the [Budget and Charging Methodology](#). Please indicate the service area(s) that are understood to be impacted by the change. Please enter 'unknown' if relevant. Where the change is likely to impact more than one service area please indicate the percentage split of the impact across the impacted service areas. For example if it is split equally across two service areas then enter 50% in the 'split' against each service area.

Amended to 14 changes as per latest scope (07/03/2018)

Existing Change Proposal Number	Xoserve Change Request Number	Change Request Title	Service Area Details	Service Area Details				
				Shipper Users	Transporters			
					National Grid NTS	Distribution		
						DN Operators and Independent Gas Transporters	DN Operators	Independent Gas Transporters
XRN4534		Amendment to RGMA Validation Rules for Meter Asset Installation Date	Service Area 1: Manage Supply Point Registration	100%				
XRN4454	UKLP IADBI281	Cadent Billing - DN Sales (Outbound Services)	Service Area 7: NTS Capacity / LDZ Capacity / Commodity / Reconciliation / Ad-Hoc Adjustment and Energy Balancing Invoices		100%			
XRN4273		Introducing IHD (In-Home Display) Installed Status of Failed MOD614	Service Area 1: Manage Supply Point Registration	100%				
XRN3656	UKLP IADBI060	Read Validation Tolerances	Service Area 5: Metered Volume and Metered Quantity	33%			67%	
XRN4453	UKLP IADBI280v3	File Format Should Have Changes	Service Area 1: Manage Supply Point Registration	100%				
XRN4431*	UKLP IADBI202	Reads failing market breaker tolerance to be accepted for correct date following AQ Correction	Service Area 5: Metered Volume and Metered Quantity	33%			67%	

XRN4481*	UKLP IADBI332	Resolution of penny mismatches within invoice supporting information for Core invoices.	Service Area 7: NTS Capacity / LDZ Capacity / Commodity / Reconciliation / Ad-Hoc Adjustment and Energy Balancing Invoices		17%		83%	
XRN4337		To change the optionality of the Supply Point confirmation reference for the T51 file	Service Area 6: Annual Quantity / DM Supply Point and Offtake Rate Reviews	100%				
XRN4495*	UKLP IADBI356	Energy Tolerance Rejection code	Service Area 5: Metered Volume and Metered Quantity	33%			67%	
XRN4539		New File Level Rejection	Service Area 1: Manage Supply Point Registration	100%				
XRN4443	UKLP IADBI258	File Format Changes Aug 16 Unique Sites (deferred items from CR252)	Service Area 1: Manage Supply Point Registration	100%				
XRN4458*	UKLP IADBI289	Class 4 CSEPS Reconciliation Variance Identification	Service Area 7: NTS Capacity / LDZ Capacity / Commodity / Reconciliation / Ad-Hoc Adjustment and Energy Balancing Invoices		17%		83%	
XRN4486	UKLP IADBI338	Meter Type O = Orifice to be an acceptable value in file formats and reports	Service Area 1: Manage Supply Point Registration	100%				
XRN4538		Insertion of Maximum Number of Occurrences in Meter Inspection Date Notice (MID) File.	Service Area 1: Manage Supply Point Registration	100%				

*Changes require Change Management Committee review for confirming service area(s).

B) If the change is anticipated to require the creation of a new service area and service line please give further details stating proposed name of new service area and title of service line:

NA								
Specific Service Changes Only:								
Please detail the proposed methodology (or amendment to the existing methodology) for determining Specific Service Change Charges.								
NA								
Please detail the proposed basis (that is, Charging Measure and Charging Period) for determining Specific Service Change Charges in respect of the Specific Service.								
NA								
Impacts to UKLink System or File Formats								
There are some impacts to file formats which will be defined in detail as part of the Detailed Design Phase of the project.								
Impacts UKL Manual Appendix 5b								
There are no expected impacts to the UKL Manual Appendix 5b								
Impacts to Gemini System								
There is one change that will have impacts to the Gemini System:								
<table border="1"> <thead> <tr> <th>Change ID</th> <th>Brief Description</th> <th>Impact Type</th> <th>Impact Assessment</th> </tr> </thead> <tbody> <tr> <td>XRN4454</td> <td>DN Sales (Outbound Services) Requirements for UKLP enduring solution</td> <td>UK Link Change that has consequential impact on Gemini</td> <td> <ul style="list-style-type: none"> To complete full separation of stakeholder within all the Xoserve systems NGGT Setup as a separate network in Gemini. </td> </tr> </tbody> </table>	Change ID	Brief Description	Impact Type	Impact Assessment	XRN4454	DN Sales (Outbound Services) Requirements for UKLP enduring solution	UK Link Change that has consequential impact on Gemini	<ul style="list-style-type: none"> To complete full separation of stakeholder within all the Xoserve systems NGGT Setup as a separate network in Gemini.
Change ID	Brief Description	Impact Type	Impact Assessment					
XRN4454	DN Sales (Outbound Services) Requirements for UKLP enduring solution	UK Link Change that has consequential impact on Gemini	<ul style="list-style-type: none"> To complete full separation of stakeholder within all the Xoserve systems NGGT Setup as a separate network in Gemini. 					
Please give any other relevant information.								
There is no other relevant information.								

Please send the document to the following:

Recipient	Email
Xoserve Portfolio Office	changeorders@xoserve.com
Change Management Committee Secretary	dsccomms@gasgovernance.co.uk

Section 3: ROM Request Acceptance

Is there sufficient detail within the ROM Request to enable a ROM Analysis to be produced?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, please define the additional details that are required.	

If the ROM Request is not accepted. Please forward this document to the Portfolio Office for onward transmission to the Change Management Committee

Section 4: ROM Analysis

This ROM is Xoserve's response to the above Evaluation Service Request. The response is intended to support customer involvement in the development of industry changes.
Should the request obtain approval for continuance then a Change Proposal must be raised for any further analysis / development.

Disclaimer:

This ROM Analysis has been prepared in good faith by Xoserve Limited but by its very nature is only able to contain indicative information and estimates (including without limitation those of time, resource and cost) based on the circumstances known to Xoserve at the time of its preparation. Xoserve accordingly makes no representations of accuracy or completeness and any representations as may be implied are expressly excluded (except always for fraudulent misrepresentation).

Where Xoserve becomes aware of any inaccuracies or omissions in, or updates required to, this Report it shall notify the Network Operators' Representative as soon as reasonably practicable but Xoserve shall have no liability in respect of any such inaccuracy or omission and any such liability as may be implied by law or otherwise is expressly excluded.

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ROM Analysis
Change Assessment High level indicative assessment of the change on the CDSP service description, on UKLink and any alternative options if applicable
Change Impact: Initial assessment of whether the service change is / would have: <ul style="list-style-type: none"> a restricted class change, a priority service change an adverse impact on any customer classes
Change Costs (implementation): An approximate estimate of the costs (or range of costs) where options are identified
Change Costs (on-going): The approximate estimate of the impact of the service change on service charges
Timescales: Details of timescale for the change i.e. 3months etc. Details of when Xoserve could start this change i.e. the earliest is release X.
Assumptions: Any key assumptions that have been made by Xoserve when providing the cost and or timescale
Dependencies: Any material dependencies of the implementation on any other service changes

Constraints:

Any key constraints that are expected to impact the delivery of the service change

Please send the document to the following:

<i>Recipient</i>	<i>Email</i>
Xoserve Portfolio Office	changeorders@xoserve.com
Requesting Party	As specified in ROM Request

Section 5: Change Proposal: Committee Outcome

The Change Proposal is approved. An EQR is requested	Approved (in principal at 29/01 Change Management Committee – to be endorsed at the formal ChMC in February 2018)		
Approved Change Proposal version	1.0		
The change proposal shall not proceed	N/A		
The committee votes to postpone its decision on the Change Proposal until a later meeting	N/A	Date of later meeting	07/02/2018
na			
Updates required:			

Section 6: Evaluation Quotation Report (EQR): Change Proposal Rejection

Change Proposal Rejection				
X	Yes		No	<p>Is there sufficient detail within the Change Proposal to enable an EQR to be produced?</p> <p>If no, please provide further details below.</p>
<p>Further details required: All detailed information required is contained within the individual Change Proposal and Change Request documents that are attached within this document.</p> <p>The Cost provided within EQR contains some estimated elements due to scope/requirements for certain changes not being locked down. These are expected to be revised (as appropriate) when BER is submitted for approval</p>				

Please send the document to the following:

<i>Recipient</i>	<i>Email</i>
Change Management Committee Secretary	dsccomms@gasgovernance.co.uk

Section 7: Evaluation Quotation Report (EQR): Notification of Delivery Date

Notification of EQR Delivery Date	
Original EQR delivery date:	30/01/2018
Revised EQR delivery date:	NA
Rationale for revision of delivery date:	NA

Please send the document to the following:

Recipient	Email
Change Management Committee Secretary	dsccomms@gasgovernance.co.uk

Section 8: Evaluation Quotation Report (EQR)

Project Manager	Padmini Duvvuri	Contact Number	0121 623 2040
		Email Address	Padmini.duvvuri@xserve.com
Project Lead	Tom Lineham	Contact Number	0121 623 2327
		Email Address	Thomas.lineham@xserve.com

<p>Please provide an indicative assessment of the impact of the proposed change on:</p> <ul style="list-style-type: none"> i. CDSP Service Description ii. CDSP Systems 	<p>The impact of the Service Description has already been specified the details of the Change Proposal (Section 2)</p>
<p>Approximate timescale for delivery of 'business evaluation report' (N.b this is from the date on which the EQR is approved.)</p>	<p>The Evaluation Quotation Report for Release 3 is targeted to be provided in 2 parts:</p> <ol style="list-style-type: none"> 1. Costs for Detailed Design for Release 3 2. Costs for Overall Delivery of Release 3 by March 2018 <p>This is subject to the Release 3 scope being baselined and Xserve internal financial governance processes being achieved.</p>
<p>Estimated cost of business evaluation report preparation This can be expressed as a range of costs i.e. 'at least £xx,xxx but probably not more than £xx,xxx'.</p>	<p>Zero cost for production of EQR as this is being covered as part of the current internal project (Future Release Mobilisation).</p> <p>Cost for the Detailed Design Phase (DSC Market Change Budget) = £101,947.57</p> <p>(Please go to Appendix A for the detailed breakdown of costs based on Service Area Details in Page 11)</p> <p>Noted Deferred UK Link Change Budget Cost for Detailed Design = £114,678</p> <p>Noted Internal Resource Costs for Detailed Design = £69,051.38</p>
<p>Does the CDSP agree with the 'Restricted class change' assessment (where provided)? Please refer to detail provided in the Change Proposal</p>	<p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No (please give detail below)</p>
<p>Does the CDSP agree with the 'Adverse Impact' assessment (where provided)? Please refer to detail provided in the Change Proposal</p>	<p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No (please give detail below)</p>

<p>Does the CDSP agree with the 'Priority Service Change' assessment (where provided)? Please refer to detail provided in the Change Proposal</p>	<p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No (please give detail below)</p>
<p>General service changes</p>	
<p>Does the CDSP agree with the assessment made in the Change Proposal regarding impacted service areas?</p> <p>This should refer to whether the proposing party considers the service change to relate to an existing service area or whether it constitutes a new service area.</p>	<p><input checked="" type="checkbox"/> Yes (Exceptions - 1 Change Proposal awaiting sponsorship & 1 awaiting full approval)</p> <p><input type="checkbox"/> No (please give detail below)</p>
<p>Specific service changes</p>	
<p>Does the CDSP agree with the proposal made in the Change Proposal regarding specific change charges?</p> <p>This should refer to the proposed methodology (or amendment to existing methodology) for determining the specific service charges and the proposed basis for determining the specific service change charges.</p>	<p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No (please give detail below)</p>
<p>Please provide a draft amendment of the Specific Service Change Charge Annex setting out the methodology for determining Specific Service Change Charges proposed in the Change Proposal</p>	<p>NA</p>
<p>EQR validity period:</p>	<p>3 months from the issue date of 30/01/2018</p>

Please send the document to the following:

Recipient	Email
Change Management Committee Secretary	dsccomms@gasgovernance.co.uk

Appendix A : Detailed Design Costs funded from DSC Market Change Budget:

Existing Change Proposal Number	Xserve Change Request Number	Change Request Title	Service Area Details	Service Area Details				
				Shipper Users	Transporters			
					National Grid NTS	Distribution		
						Gas Independent and DN Operators Transporters	DN Operators	Gas Independent Transporters
XRN4534	N/A	Amendment to RGMA Validation Rules for Meter Asset Installation Date	Service Area 1: Manage Supply Point Registration	100% £18,690.11				
XRN4454	UKLP IADBI281	Cadent Billing - DN Sales (Outbound Services)	Service Area 7: NTS Capacity / LDZ Capacity / Commodity / Reconciliation / Ad-Hoc Adjustment and Energy Balancing Invoices		100% £58,968.58			
XRN4273	N/A	"Introducing IHD (In-Home Display)	Service Area 1: Manage Supply Point Registration	100% £6,348				
XRN3656	UKLP IADBI060	Read Validation Tolerances	Service Area 5: Metered Volume and Metered Quantity	33% 3,285.52			67% £6,670.60	

Existing Change Proposal Number	Xoserve Change Request Number	Change Request Title	Service Area Details	Service Area Details				
				Shipper Users	Transporters			
					National Grid NTS	Distribution		
						DN Operators and Independent Gas Transporters	DN Operators	Independent Gas Transporters
XRN3667	UKLP IADBI071	Provision of Formula Year AQ	Service Area 1: Manage Supply Point Registration	100% £7,985				
Total Costs				£36,308.86	£10,024.58	£-	£55,614.13	£-


Section 9: Evaluation Quotation Report: Committee Outcome

The EQR is approved	Approved by Change Management Committee (07/02/2018)		
Approved EQR version	1.0		
The Change Proposal shall not proceed. The Change Proposal and this EQR shall lapse	Approved		
The committee votes to postpone its decision on the EQR until a later meeting	na	Date of later meeting	07/02/2018
The committee requires updates to the EQR:	Na		
Updates required:	Na		
General service changes only (The detail upon which the response will be based is originally defined in the change proposal and potentially commented upon in the subsequent EQR)			
1.) Does the committee agree with the assessment of the service area(s) to which the service line belongs and the weighting of the impact?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
2.) If no, please enter the agreed service area(s) and the weighting:			
Specific service changes only (The detail upon which the response will be based is originally defined in the Change Proposal and potentially commented upon in the subsequent EQR)			
1.) Please confirm the methodology for the determination of Specific Service Change charges			
2.) Please confirm the charging measure and charging period for the determination of Specific Service Change charges			

Section 10: Business Evaluation Report (BER)

Change Implementation Detail		
1.) Detail changes required to the CDSP Service Description		
Please refer to section 1 – Proposed Changes:		
Change Proposal Number	Change Backlog Reference Number	Change Request title
XRN3656	UKLP CRDBI060	Read Validation Tolerances
XRN4273		Installed Status of Failed MOD614
XRN4337		To change the optionality of the Supply Point confirmation reference for the T51 file
XRN4431	UKLP IADBI202	Reads failing market breaker tolerance to be accepted for correct date following AQ Correction
XRN4443	UKLP IADBI258	File Format Changes Aug 16 Unique Sites (deferred items from CR252)
XRN4453	UKLP IADBI280v3	File Format Should Have changes
XRN4454	UKLP IADB1281	DN Sales (Outbound Services) Requirements for UKLP enduring solution
XRN4458	UKLP IADBI289	Class 4 CSEPS Reconciliation Variance Identification
XRN4481	UKLP IADBI332	Resolution of penny mismatches within invoice supporting information for Core invoices.
XRN4486	UKLP IADBI338	Meter Type O = Orifice to be an acceptable value in file formats and reports
XRN4495	UKLP IADBI356	Energy Tolerance Rejection Code
XRN4534		Amendment to RGMA Validation Rules for Meter Asset Installation Date
XRN4538		Insertion of Maximum Number of Occurrences in Meter Inspection Date Notice (MID) File.

XRN4539		New File Level Rejection	
The original list of 18 changes has been reduced to the above list of 14 changes based on the business benefits review and cost analysis.			
2.) Detail modifications required to UK Link			
Change Proposal Number	Change Backlog Reference Number	Impacted Systems	Impacted Business Processes
XRN3656	UKLP CRDBI060	SAP ISU	1. Meter Read Validation
XRN4273		SAP PO, AMT Marketflow & SAP BW	1. Meter Install & Updates (ONJOB,ONUPD) 2. Outbound asset notifications
XRN4337		AMT Marketflow	1. Winter Consumption Calculation Failure (NRL)
XRN4431	UKLP IADBI202	SAP ISU, SAP PO, AMT Marketflow, & SAP BW	1. AQ Correction (AQI/AQR) 2. Meter Read Validation
XRN4443	UKLP IADBI258	SAP ISU, SAP PO & AMT Marketflow	1. SSMP site set-up and notifications (ANT, RCI)
XRN4453	UKLP IADBI280v3	SAP ISU, AMT Marketflow & SAP PO	1. File format changes (multiple file amendments)
XRN4454	UKLP IADB1281	SAP ISU, CMS, Gemini, SAP PO, AMT Marketflow, UK Link Portal & SAP BW	1. Organisation Set-Up 2. NTS Site Set-Up 3. Billing and Invoicing 4. Gemini 5. Reports 6. File Formats
XRN4458	UKLP IADBI289	SAP ISU	1. CSEP Amendment (CAI) 2. Meter Point Reconciliation
XRN4481	UKLP IADBI332	SAP ISU, SAP BW, SAP PO & AMT Marketflow	1. Invoicing supporting information (COI, COM, CZI, ZCS)
XRN4486	UKLP IADBI338	SAP ISU, SAP BW, SAP PO & AMT Marketflow	1. Meter Install & Updates (ONJOB,ONUPD) 2. Outbound asset notifications
XRN4495	UKLP IADBI356	SAP ISU	1. Meter Read Processing (UMR, UBR)
XRN4534		SAP ISU	1. Meter Install & Updates (ONJOB,ONUPD)
XRN4538		SAP ISU, SAP PO & AMT Marketflow	1. Meter Inspection Notifications (MID file)

XRN4539		SAP PO & AMT Marketflow	1. File Rejection Validation (all inbound files)
3.) Detail changes required to appendix 5b of the UK Link Manual			
None of the Release 3 changes will impact Appendix 5b of the UK Link Manual as the communication methods do not change as a results of these changes.			
4.) Detail impact on operating procedures and resources of the CDSP			
The Change Packs will provide the details on impacts if any on operating procedures.			
The following workarounds will end on Release 3 implementation			
Change Request Title		Removal of Workaround	
XRN4337 To change the optionality of the Supply Point confirmation reference for the T51 file		Yes	
XRN4431 Reads failing market breaker tolerance to be accepted for correct date following AQ Correction		Yes	
XRN4454 DN Sales (Outbound Services) Requirements for UKLP enduring solution		Yes	
XRN4458 Class 4 CSEPS Reconciliation Variance Identification		Yes	
XRN4481 Resolution of penny mismatches within invoice supporting information for Core invoices.		Yes	
XRN4486 Meter Type O = Orifice to be an acceptable value in file formats and reports		Yes	
5.) Implementation Plan			
Implementation Plan:			
			
R3.0 Draft Plan v0.2 03042018.pdf			
6.) Estimated implementation costs			
The total cost of the Release 3 Delivery = £1,336,703 (14 changes)			
This total is made up of the following two components:			
1. The total cost of the Release 3 (DSC Market Change Budget) = £903,259 (4 changes)			
2. Noted Deferred UK Link Change Cost for delivery = £433,444 (10 changes)			
Noted Internal Resource Costs for total delivery = £490,664			
(Please go to Appendix B for the detailed breakdown of costs based on Service Area Details in Page 34)			

Deferred UK Link Changes for Release 3:

Change Proposal Number	Change Request Number	Change Request Title
XRN4453	UKLP IADBI280v3	File Format Should Have Changes
XRN4431	UKLP IADBI202	Reads failing market breaker tolerance to be accepted for correct date following AQ Correction
XRN4481	UKLP IADBI332	Resolution of penny mismatches within invoice supporting information for Core invoices.
XRN4337		To change the optionality of the Supply Point confirmation reference for the T51 file
XRN4495	UKLP IADBI356	Energy Tolerance Rejection code
XRN4539		New File Level Rejection
XRN4443	UKLP IADBI258	File Format Changes Aug 16 Unique Sites (deferred items from CR252)
XRN4458	UKLP IADBI289	Class 4 CSEPS Reconciliation Variance Identification
XRN4486	UKLP IADBI338	Meter Type O = Orifice to be an acceptable value in file formats and reports
XRN4538		Insertion of Maximum Number of Occurrences in Meter Inspection Date Notice (MID) File.

6a.) How will the charging for the costs be allocated to different customer classes?
(General Service Changes only)

Please see the break up attached in Page 34

7.) Estimated impact of the service change on service charges

Not Applicable

8.) Please detail any pre-requisite activities that must be completed by the customer prior to receiving or being able to request the service.

1. Approval of BER
2. Endorsement/agreement on scope and duration for Market Testing and training to determine Release 3 implementation date.

Implementation Options

Please provide details on any alternative solution/implementation options:

This should include:

- (i) a description of each Implementation Option;
- (ii) the advantages and disadvantages of each option
- (iii) the CDSP preferred Implementation Option

1. Do Nothing : this is not considered a viable option due to the need for delivering market change via Future Releases
2. Implement 14 changes within R3 (**Recommended Option**): The 14 changes listed within this BEr have undergone prioritisation and refinement through the efforts of DSG participants and approval at ChMC after much due diligence. Design for the 14 is also underway.

Restricted Class Changes only

Is there any change in the view of the CDSP on whether there would be an 'Adverse Impact' on customers outside the relevant customer class(es)?

☐ Yes (please give detail below)

☒ No

Dependencies:

1. Approval for funding and scope through internal and external processes
2. All required Development and Testing Environments are in place to support the project
3. Scope of testing and training is agreed with Customers via the Delivery Sub-Group.
4. Completion of the Detailed Design phase will confirm the implementation date for UKL FR3 (current notional implementation date is 02/11/18)

Constraints:

1. None identified at the moment but it will be reassessed when the Detailed Design phase has been completed.

Benefits:

1. The benefits of delivering the 14 CRs fall in to one or more of the following categories; delivery of customer requirements, reduction in manual workarounds to reduce risk and/or reduce manual effort

Impacts:

None

Risks:

1. There is a risk that there may be changes to the current scope that may increase the cost and impact the timelines to deliver the project for implementation in November 2018.
2. There is a risk that CRs within the scope of UKL FR3 will be descoped from the release that will lead to impacts to the plan and costs.
3. There is a risk that agreement on scope and duration for Market Testing and training is not reached in time so as to impact the Go live date for R3.

Assumptions:

1. Change Request XRN4539 is part of R3 scope (this change was debated in DSG and may be voted upon at ChMC on 11/04/2018). For purposes of this BEr version, the change remains in scope.

Information Security:

Currently there is no impact on information security but this will be fully confirmed at the end of the Detailed Design phase of the project.

Out of scope:

N/A

Please provide any additional information relevant to the proposed service change:

The project will be delivered utilising the UKL Delivery Approach which has been developed following lessons learnt during Project Nexus and refined during UK Link R1.1 & R2. The project's progression will be monitored by the Portfolio Office, utilising a newly developed stage gating process to measure for adherence to the delivery approach. The project will also operate in an evolving customer engagement environment and will support and trial such developments and initiatives through its delivery via the DSC Delivery Sub Group.

The Delivery Sub Group will be the group to report Project Delivery Phases to and to confirm Customer Test and Training requirements. The ChMC will receive monthly Project Progress updates.

Please send the document to the following:

Recipient	Email
Change Management Committee Secretary	dsccomms@gasgovernance.co.uk

Appendix B : Total Costs funded from DSC Market Change Budget

Existing Change Proposal Number	Xoserve Change Request Number	Change Request Title	Service Area Details	Service Area Details				
				Shipper Users	Transporters			
					National Grid NTS	Distribution		
						DN Operators and Independent Gas Transporters	DN Operators	Independent Gas Transporters
XRN4454	UKLP IADB1281	Cadent Billing - DN Sales (Outbound Services)	Service Area 7: NTS Capacity / LDZ Capacity / Commodity / Reconciliation / Ad-Hoc Adjustment and Energy Balancing Invoices		100% £688,657			
XRN4273		Introducing IHD (In-Home Display) Installed Status of Failed MOD614	Service Area 1: Manage Supply Point Registration	100% £38,353				
XRN3656	UKLP CRDBI060	Read Validation Tolerances	Service Area 5: Metered Volume and Metered Quantity	100% £46575				

XRN4534		Amendment to RGMA Validation Rules for Meter Asset Installation Date	Service Area 1: Manage Supply Point Registration	100% £129,674				
			Total	£183,397	£688,657	£0	£31,205	£0

Noted deferred costs are referenced in attached document:



Release
3_BER_attachment.x

Section 11: Business Evaluation Report: Committee Outcome

The BER is approved and the change can proceed	Approved		
Modification Changes Only			
Please ensure that the Transporters are formally informed of the Target Implementation Date			
Approved BER version	1.0		
The change proposal shall not proceed and the BER shall lapse	NA		
The committee votes to postpone its decision on the BER until a later meeting	NA	Date of later meeting	
The committee requires updates to the BER:	NA		
Updates required:NA			

Section 12: Change Completion Report (CCR)

Change Overview			
<p>Please include detail on the following for the chosen implementation option: modifications to UKLink, impact on operating procedures and resources of the CDSP. Actions required of the customer prior to the commencement date</p>			
<p>Please detail any differences between the solution that was implemented and what was defined in the BER.</p>			
<p>Detail the revised text of the CDSP Service Description reflecting the change that has been made</p>			
<p>Were there any revisions to the text of the UK Link Manual?</p> <p><input type="checkbox"/> Yes (please insert the revised text of the UK Link manual below)</p> <p><input type="checkbox"/> No</p>			
Proposed Commencement Date		Actual Commencement Date	
<p>Please provide an explanation of any variance</p>			
<p>Please detail the main lessons learned from the project</p>			

Service change costs			
Approved Costs (£)		Actual Costs (£)	
Reasons for variance between approved and actual costs:			

Please send the document to the following:

Recipient	Email
Change Management Committee Secretary	enquiries@gasgovernance.co.uk

Section 13: Change Completion Report: Committee Outcome

The implementation is complete and the CCR is approved		
Approved CCR version		
The committee votes to postpone its decision on the CCR until a later meeting		Date of later meeting:
The committee requires further information		
Further information required:		
The committee considers that the implementation is not complete		
Further action(s) required:		
The proposed changes to the CDSP Service Description or UK Link Manual are not correct		
Amendments to CDSP service description / UKLink manual required:		

Section 14: Document Version History

The purpose of this section is to keep a record of the changes to the document and the individual sections within.

Version History:

Version	Status	Date	Author(s)	Summary of Changes
0.1	Draft	29/09/17	Alison Kane	Initial draft of document
0.2	Draft	29/01/17	Padmini Duvvuri	Updated following initial internal review
2.0	Submit to ChMC			

--- END OF DOCUMENT ---

Appendix One: Glossary

Term	Definition
Adverse Impact	<p>A Service Change has or would have an Adverse Impact on Customers of a particular Customer Class if:</p> <p>(a) Implementing the Service Change would involve a modification of UK Link which would conflict with the provision of existing Services for which such Customer Class is a Relevant Customer Class;</p> <p>(b) the Service Change would involve the CDSP disclosing Confidential Information relating to such Customers to Customers of another Customer Class or to Third Parties;</p> <p>(c) Implementing the Service Change would conflict to a material extent with the Implementation of another Service Change (for which such Customer Class is a Relevant Customer Class) with an earlier Proposal Date and which remains Current, unless the Service Change is a Priority Service Change which (under the Priority Principles) takes priority over the other Proposed Service Change; or</p> <p>(d) Implementing the Service Change would have an Adverse Interface Impact for such Customers.</p>
General Service	A service provided under the DSC to Customers or Customers of a Customer Class on a uniform basis.
Non-Priority Service Change	A Service Change which is not a Priority Service Change
Priority Service Change	<p>A Modification Service Change;</p> <p>or</p> <p>A Service Change in respect of a Service which allows or facilitates compliance by a Customer or Customers with Law or with any document designated for the purposes of Section 173 of the Energy Act 2004 (including any such Law or document or change thereto which has been announced but not yet made).</p>
Relevant Customer class	A Customer Class is a Relevant Customer Class in relation to a Service or a Service Change where Service Charges made or to be made in respect of such Service, or the Service subject to such Service Change, are or will be payable by Customers of that Customer Class
Restricted Class Change	Where, in relation to a Service Change, not all Customer Classes are Relevant Customer Classes, the Service Change is a Restricted Class Change ;
Service Change	<p>A change to a Service provided under the DSC (not being an Additional Service), including:</p> <p>(i) the addition of a new Service or removal of an existing Service; and</p> <p>(ii) in the case of an existing Service, a change in any feature of the Service specified in the CDSP Service Description, and any related change to the CDSP Service Description</p>
Specific Service	A service (other than Additional Services) available under the DSC to all Customer or Customers of a Customer Class but provided to a particular Customer only upon the order of the Customer.