Change Management Committee (ChMC) Change Pack Summary

# Communication Detail

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| Comm Reference: | 2404.2 - RT - JR   1. Preliminary design engagement (PDE) |
| Comm Title: | * XRN 4991 - Enabling large scale utilisation of Class 3 – MOD0700 – Changes to the UK Link Manual – Preliminary Design impacts to UK Link Manual documents |
| Comm Date: | 12/08/2019 |

**Change Representation**

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| Action Required: | For Representation |
| Close Out Date: | 27/08/2019 |

# Change Detail

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| Xoserve Reference Number: | XRN 4991 - Enabling large scale utilisation of Class 3 – UNC Modification 0700 |
| Change Class: | *Functional – Users to confirm* |
| ChMC Constituency Impacted: | <Shipper Class A><Shipper Class B><Shipper Class C> |
| Change Owner: | David Addison / 0121 623 2752 / david.addison@xoserve.com |
| Background and Context: | Following publication of the 2019/20 Unidentified Gas (UIG) Weighting Factors, Shippers’ communications and actions indicate they intend to migrate significant numbers of Supply Meter Points to Class 3.  Modification 0700 seeks to ensure that the CDSP has capability to manage the significant increase in Class 3 Supply Meter Point read submissions. This change has been raised to implement the necessary changes to UK Link systems to effect the change.  The changes in the Modification seek to minimise the impact on the above Shippers by focusing mitigating actions on End User Category (EUC) Band 1 which covers the majority (circa 99%) of Supply Meter Points. |

# Change Impact Assessment Dashboard (UK Link)

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| Functional: | Supply Point Administration; Meter Read. |
| Non-Functional: | Transaction Volume, Performance. |
| Application: | SAP ISU, SAP BW, AMT Sybex Marketflow, EFT, IX Gateway, DES, Gemini |
| User: | Impacts are only currently identified to Shipper Users. |
| Documentation: | This change pack highlights changes to the following UK Link Manual products:   * BD2 - UK LINK IS SERVICE DEFINITION * UKLCD1 - CODE COMMUNICATIONS REFERENCE |
| Other: | Please specify |

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

# Change Design Description

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| The design for XRN4991 is still in progress. The Modification described an end to end process, including detail within the Modification that would normally be included within subsidiary documentation such as the UK Link Manual, and not expected to be included within the Uniform Network Code Legal Text. This Change Pack is intended to highlight to Users the proposed changes to the UK Link Manual documentation. A further Change Pack is anticipated to further describe aspects of the design.  **Changes to the Code Communications Document can be** [**found here**](https://www.xoserve.com/media/7043/xrn4991-uk-link-communications-document-uklcd1-code-communications-reference.pdf)  The Legal Text for 0700 describes the interactions between Users and the CDSP in order for:   * Class Change capacity to be allocated to a User; * for the CDSP to reject any files containing transactions that exceed this allocated capacity; and * for a User to specify a date which the CDSP should, where a Meter Reading is present, seek to validate and in turn use for Offtake Reconciliation.   It is expected that the necessary interactions will be conducted by Email, but the CDSP are still investigating design options to be able to use the standard file level rejection approach. User views are particularly invited whether an email notification by the CDSP that a file has been prevented from processing would be sufficient, or whether a UK Link Communication is required.  We will communicate the detailed process and the email address which will be responsible for each interaction in a subsequent change pack.  **Users are reminded that in the immediate short term where they intend to migrate to Class 3, that they should contact their Customer Advocate to discuss available capacity.**  **Changes to the UK Link IS Service Definition can be** [**found here**](https://www.xoserve.com/media/7040/uklbd2-uklink-is-service-v1-3fa-20190.pdf)  The document has been updated to remove the daily capacity of 26,000 Supply Point Amendments available to all Users. It is proposed that the daily processing capacity is allocated to individual Users following a User requesting allocation of this capacity. It is proposed that this allocation process is overseen by the DSC Contract Management Committee. The attached presentation describes the proposed process for information.  The presentation document can be [**found here**](https://www.xoserve.com/media/7042/aob-105-mod-0700-enabling-large-scale-utilisation-of-class-3.pdf)  The document has also been updated to reflect the capacity requested by Users for 19/20 within Class 3 of 5,000,000 Class 3 Supply Meters. |

# Associated Changes

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| --- | --- |
| Associated Change(s) and Title(s): | UNC Modification 0700 - Enabling large scale utilisation of Class 3 |

# DSG

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| Target DSG discussion date: | 19/08/2019 |
| Any further information: | It is proposed that these changes are discussed at DSG on 19th August, along with any further design considerations identified. |

# Implementation

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| Target Release: | Ad hoc. |
| Status: | No specific release data has been identified – design on going. |

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)

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| --- | --- | --- | --- |
| User Contact Details: | Organisation: | Wales & West Utilities | |
| Name: | Richard Pomroy | |
| Email: | richard.pomroy@wwutilities.co.uk | |
| Telephone: | 07812973337 | |
| Representation Status: | Publish | | |
| Representation Publication: | Publish | | |
| Representation Comments: | WWU believes that the cost of this change should be met entirely by Shippers. | | |
| Confirm Target Release Date? | No | | No target date given |

# H1: Xoserve’ s Response

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| --- | --- |
| Xoserve Response to Organisations Comments: | Thank you for your representation. Funding arrangements will be discussed next Change Management Committee meeting on the 11th September. |

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: | Northern Gas Networks | |
| Name: | Helen Chandler | |
| Email: | Hchandler@northerngas.co.uk | |
| Telephone: | 07580704123 | |
| Representation Status: | Public, not confidential | | |
| Representation Publication: | Publish | | |
| Representation Comments: | We agree that changes are required to the UK Link Manual in order to facilitate this change.   We believe clarity regarding the funding arrangements for this change is still required. | | |
| Confirm Target Release Date? | No | | A implementation date has yet to be proposed for this change proposal. |

# H1: Xoserve’ s Response

|  |  |
| --- | --- |
| Xoserve Response to Organisations Comments: | Thank you for your representation. Funding arrangements will be discussed next Change Management Committee meeting on the 11th September. |

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: | E.ON | |
| Name: | Kirsty Dudley | |
| Email: | Kirsty.Dudley@eonenergy.com | |
| Telephone: | 07816172645 | |
| Representation Status: | Comments. | | |
| Representation Publication: | Publish | | |
| Representation Comments: | Based on our calculation of the solution, the projected development time wouldn’t see implementation in time for the 2019/2020 gas year, if the solution is to deliver what we believe is intended then delivery needs to be implemented by this date to deliver the benefits proposed. We see this change as an initial facilitating change and further process reviews, including a post implementation review, is required. | | |
| Confirm Target Release Date? | No | | See representation comment re dates. |

# H1: Xoserve’ s Response

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| Xoserve Response to Organisations Comments: | Thank you for your representation. Current project plan timescales have an implementation date of the 28th September 2019. The only amendment to this is the proposed removal of the inner tolerance check for EUC band 01 (small supply points) that may be implemented at a later date. |

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)

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| --- | --- | --- | --- |
| User Contact Details: | Organisation: | EDF Energy | |
| Name: | Eleanor Laurence | |
| Email: | eleanor.laurence@edfenergy.com | |
| Telephone: | 07875117771 | |
| Representation Status: | Defer | | |
| Representation Publication: | Publish | | |
| Representation Comments: | -We support the principal of a cap however are you saying that every with the removal of the daily capacity that we cannot send ANY class change requests without prior agreement? I think there should be a baselined defined max daily capacity by default allocated to each shipper not sure how this would be allocated.  - FRJ would be better as this follows all other flow processes | | |
| Confirm Target Release Date? | No | | No target date provided |

# H1: Xoserve’ s Response

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| Xoserve Response to Organisations Comments: | Thank you for your representation. Regarding clarification on the submission of Class Change amendments, Shippers will receive an allocation that will consider standard BAU processing as well a projected migration plans. There will also be a process to allow Shippers to request additional capacity if needed and will be assessed accordingly. |

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)

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| --- | --- | --- | --- |
| User Contact Details: | Organisation: | Total Gas & Power | |
| Name: | Louise Hellyer | |
| Email: | louise.hellyer@totalgp.com | |
| Telephone: | 01737275638 | |
| Representation Status: | Comments | | |
| Representation Publication: | Publish | | |
| Representation Comments: | With reference to the proposal and the associated documents, we have a few comments and areas for clarification. We are also using this as an opportunity to raise questions we have.   Code Communications Document: Please clarify; the below comment has been entered as a footnote on page 7. It reads like the D+10 deadline is only applicable to the SSP class 3 site but we expected this would apply to all class 3 sites?   Following the implementation of UNC Modification 0700, ‘processing’ of Non Opening Class 3 Meter Readings for Small Supply Points will include the writing to the staging table within the UK Link system where such Meter Readings shall be collated into Batch Periods by the CDSP. For the avoidance of doubt, where a deadline is specified within the UNC in relation to Meter Readings related to these Supply Meters – e.g. D+10 where D is the Read Date (M5.8.2(b)) – the receipt time stated above also applies.   Code Communications Document: We couldn’t open up the Code Communications specification. There is a further change there we would have liked to look at.   Regarding capacity of supply point amendments: It is noted that within the MOD there is a limitation (which we do not believe is correct) on restricting amendments only on class changes to SPC3. This does not appear to be how the change request is covering this. It appears possibly that the change proposal is limiting all supply point amendment files, but this is not full clear and it needs to be.  The amendment process can be used for other changes as well but there has been no communication of any limiting or request for projection numbers on the other changes. Please confirm the full details & timeframes needed by the DSC Contract Management Committee for the allocation process. (Does the information need to be provided 5 working days before the meeting?)  Quite rightly the presentation talks about the need to avoid people blocking capacity and then not using it. We should though also consider that if not all capacity is requested that more flexibility on days should be allowed. The way it is stated implies if you wanted to do a small number, e.g. 30 amendments in the month, you would be required to submit one a day as a daily limit. This is not a pragmatic approach to management and would massively increase shipper workload over sending 30 in one day. Would a minimum issued (upon request) daily allowance be a way to manage this? i.e. no requester is ever given a daily limit below 30? Which if some needs to be shared out then given in a more useful way i.e allow to be requested within a week timeframe? Or withhold some volume for small file capacities on all days? If there are rejections on amendments does the shipper then not get to resubmit but have to wait for the following month? Or possibly longer if they do not get the information in time to submit to the meeting?  File Rejection: User views are particularly invited whether an email notification by the CDSP that a file has been prevented from processing would be sufficient, or whether a UK Link Communication is required.  We would not be comfortable with an email rejection process. This has a lack of automation within it. It makes it too easy for the information to go missing or not noticed during holiday or personnel change. We believe file rejection should be supported by a UK Link Communication.   Will it be that the full file would be rejected, not just the excessive sites within the file? Again a point more for clarification and avoidance of doubt in the documentation.   UK Link IS Service Definition: In the UK Link IS Service Definition how have you picked the number for the 2019-20 design maximum volume? I believed we do not know the maximum limit currently? Also if this is relating to the new design should this be reflected of the fact that this is now Class 3 is not split with AQ band 1 and 2-9 separate? If it is a projection of usage of the system why has the number reduced and not increased?  In Daily Peak transactions there are no figures for 19/20 meter readings – are the volumes going to be published and when? We assumed this should be reflective of the anticipated changes.  Process Limits: Do we have confirmation if there is also a limit on the amendment implementation date? i.e. we have to limit the number of requests sent in on the 20th of the month but if people don’t just use the minimum term and request files over multiple days to take effect on a set date would this cause an issue for the system?  Is it ensured that even with the scale up on AQ bands 2-9 and changes to band 1 that the Amendment Invoice Supporting information files will be able to manage this?  Site Classification: What AQ will be used for validations/classification of the site? Current Rolling AQ or the Rolling AQ applicable at the time of the Read, or the Rolling AQ at the time of submission of the read?  It will be possible for a read to be sent in with an AQ below the AQ band 1 threshold but go above before validation (depending on clarification of the times). Or vice versa.   We need full clarity on which way this will be to managed to ensure our systems are built to correlate as internal systems need to understand when read response files will not be received.   Read Processing:  Additional clarity on when reads are processed is needed; for all EUC bands. Again we are now looking at a process where reads will be held for a period of time before response file are sent out. Will this be the same for all AQ bands or will response file speed differ?  Will all AQ bands go into the holding table? Will AQ band 2-9 reads be processed as soon as they are received?  Could preferred reads be processed immediately on receipt to ensure Shippers are not delayed on getting status of this read as they intend to then use it with billing? Over a week delay could have other internal impacts.  If the preferred read is rejected what method is applied to pick the next read?  If there is no preferred in the at week file, what method is used to pick the read Xoserve validate? Consistency would be ideal here but understand it needs to be balanced with ensuring non validated reads are not able to be “created”.   Currently read submission window is 25+10 days from read date. Is it going to change? If the reads will be batched weekly, if we submit a valid read for example 3 weeks after read date, and there was no valid read for that week, will it be validated and used as an actual (and response sent)? What if there is a read for that week but for another day (other than preferred read date), will the newly submitted read for a preferred day be validated and response sent?  If the preferred read is rejected due to tolerance, can it be still re-submitted within 25+10 days, with an override flag or clocking depending on rejection reason?  Additional: We would like to see more clear time frames around how long it is expected that this workaround would be needed till the enduring and full service solution can be delivered.  Concern on timeframes and how all industry participants are fully aware of the technical aspects of the solution and that it is not “Rushed” but delivered in time. We feel that there are still a lot of technical points that need to be answered. | | |
| Confirm Target Release Date? | Yes | | «h1\_userDataAlternative» |

# H1: Xoserve’ s Response

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| Xoserve Response to Organisations Comments: | Thank you for your representation. Please see below response/clarification to the questions raised within your representation. We have published an FAQ on the MOD0700 (Class 3) area of the Xoserve.com website that may provide additional clarification to a number of points raised.  Code Communications Document: D+10 validation rule is only applicable to Supply Meter Points covered under MOD0700, which will be Supply Meter Points in EUC Band 01 (Small Supply Points), all other Supply Meter Points will not be covered under MOD0700 and therefore have their reads processed as BAU.   Regarding capacity of supply point amendments: These details are still being worked through with additional clarify being provided within the Detail Design Change Pack issued out on the 28th August and the FAQ’s referenced above.   File Rejection: Your preferred mechanism for file rejections have been noted and will feed discussions at the next Change Management Committee meeting on the 11th September.  UK Link IS Service Definition & Process Limits: More details for these elements of the change will be picked up at the extraordinary DSG on the 9th September 2019.  Site Classification: This question was fed into the FAQ’s that have now been published. The AQ used in read tolerance is the AQ value effective at the read date of the read being validated.   Read Processing: For the answers to the questions raised in this section please refer to the Detail Design Change Pack issued out on the 28th August and the FAQ’s referenced above, this breaks down the process end to end in detail.   Additional: It is not yet known how long the interim solution is due to be in place for. Work is ongoing in this space looking at system optimisation and performance. More details will be provided as soon as they become available. |

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)

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| --- | --- | --- | --- |
| User Contact Details: | Organisation: | SSE | |
| Name: | Megan Coventry | |
| Email: | megan.coventry@sse.com | |
| Telephone: | 02392277738 | |
| Representation Status: | Neutral | | |
| Representation Publication: | Publish | | |
| Representation Comments: | For the process of communicating rejections to shippers, our preference would be for the CDSP to use the standard file level rejection approach rather than email. This is because the use of email would require more manual process for shippers. | | |
| Confirm Target Release Date? | Yes | | «h1\_userDataAlternative» |

# H1: Xoserve’ s Response

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| --- | --- |
| Xoserve Response to Organisations Comments: | Thank you for your representation. Your preference has been noted and will be discussed in the next Change Management Committee meeting on the 11th September. |

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: | ScottishPower | |
| Name: | Claire Roberts | |
| Email: | Clairelouise.Roberts@Scottishpower.com | |
| Telephone: | 01416145930 | |
| Representation Status: | Approve | | |
| Representation Publication: | Publish | | |
| Representation Comments: | The PARR needs to be assessed to determine if they will continue to measure compliance with the UNC700-amended performance obligation. | | |
| Confirm Target Release Date? | Yes | | «h1\_userDataAlternative» |

# H1: Xoserve’ s Response

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| --- | --- |
| Xoserve Response to Organisations Comments: | Thank you for your representation. PARR impacts are currently being discussed and will be communicated in due course (aiming for 9th September Extraordinary DSG). |

Please send the completed representation response to [uklink@xoserve.com](mailto:uklink@xoserve.com)