Change Management Committee (ChMC) Change Pack Summary

# Communication Detail

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| Comm Reference: | 2415 – CS – PO |
| Comm Title: | XRN 4991 - Enabling large scale utilisation of Class 3 - MOD0700 |
| Comm Date: | 28/08/2019 |

**Change Representation**

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| Action Required: | For Representation |
| Close Out Date: | 9th September 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: | All Shipper Classes |
| Change Owner: | David Addison - Service Development Manager  0121 623 2752  [david.addison@xoserve.com](mailto:david.addison@xoserve.com)  Simon Harris - Concept Development Specialist  0121 623 2455  [simon.harris@xoserve.com](mailto:simon.harris@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 a significant number 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 CP has been raised to implement the necessary amendments 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 Submission, Reporting |
| 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: | * BD2 - UK LINK IS SERVICE DEFINITION * UKLCD1 - CODE COMMUNICATIONS REFERENCE * UNC VALIDATION RULES |
| Other: | None |

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| --- | --- | --- | --- | --- |
| 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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| This Change Pack aims to give an overview of the solution being implemented to satisfy MOD0700 via XRN4991.  **Class Change Process**  Modification 0700 has given the CDSP the power to limit the number of Supply Point Changes that can be processed where integrity of the system may be compromised. To facilitate this, each Shipper shall receive an ‘allocation’ which will be the maximum number of ‘Supply Meter Point Amendment Requests’ (.SPC) files that can be submitted to the CDSP in a single day.  This ‘allocation’ shall be monitored and SPC files may be rejected if the Shipper breaches their daily allocation and the system capacity is close to being reached. It is not guaranteed that SPC file(s) will be rejected if a Shipper breaches their daily allocation, but Shippers will be notified where a file has been rejected; however the mechanism of how this notification will occur has not yet been defined (Email or UK Link Communication (IX)).  Shippers can request additional capacity for specific days if they feel it necessary to do so based on projected migration of Supply Points to Class 3 product. Additional capacity can be requested via your Customer Advocates and should be at least 5 business days prior to the need date. All increased capacity requests shall be considered and accommodated where possible.  Allocations and Maximum System Capacity are still being looked into but will be communicated out once defined.  **Read Submission Stage**  Modification 0700 specifies that Class 3 read submissions for Supply Meter Points in EUC band 01 should be carried out in weekly (7 day) or less batches. This means that a ‘Class 3 Read’ (.UBR) file should contain a maximum of 7 cyclic readings per Supply Meter Point to be submitted to the CDSP, fewer readings can be sent within a batch but ideally 7 reads should be provided where possible to help with the smoothing of reads processed through to UK Link core systems.  All cyclic EUC 01 reads contained within Shipper batches will be subject to D+10 validations. Where reads contained within a Shipper batch are older than D+10 (D Read Date) then these will be rejected back to the Shipper within the standard ‘Unbundled Meter Read Response’ (.URS) file (U02 Unbundled Read Rejection & S72 Rejection Details), all other reads within the Shipper batch will be considered for the Read Selection stage.  All readings submitted via UBR files that are not covered under MOD0700 rules are passed directly to the Read Validation stage (bypasses the Read Selection stage) and processed as BAU. These include the following…   * Replacement Reads * Opening Readings * Readings for Supply Meter Points within EUC Bands 2-9   As well as reads not covered under MOD0700 rules, reads within a Shipper batch that have a through the zero (TTZ)/ round the clock (RTC) not equal to 0 will be passed (once passed through D+10 validation) directly through to Read Validation stage to mitigate potential future read failures. If this is the case, an additional read from the Shipper batch will still be considered for Read Selection stage.  Please note that although not all reads within a Shipper batch will be selected to move forward for processing, all reads must still be validated and assured by the submitting Shipper as per current processing.  **Read Selection Stage**  It has been agreed that a single read will be taken from a Shipper submitted batch of readings to be passed through to downstream processing within UK Link. The standard read selection process will take the last read within a Shipper batch to be passed for read validation.  A Shipper can specify a ‘preferred’ date in a calendar month on which to take priority over the standard read selection process, this ‘preferred’ date and any amendments to it should be communicated via the Customer Advocates. The ‘preferred’ date can be any date within a month, but please note that if this date is the 29th, 30th or 31st of the month, some months will not have an opportunity for any submitted batch to have a ‘preferred’ read for selection.  If a Shipper batch contains a read for the Shipper ‘preferred’ date then this read shall automatically be selected and passed to the Read Validation stage and overrides the standard read selection.  It is requested that a ‘preferred’ read date (if required) is specified to us by the 6th September 2019 to ensure it is set up for Go-Live. Any updates made to the Shipper ‘preferred’ date post Go-Live will need to be passed to the Customer Advocates as soon as possible, more details regarding timings for updating this ‘preferred’ date will be provided closer to the Go-Live date.  If the Shipper ‘preferred’ read does not pass validation and is rejected back to the Shipper (via .URS file) then another read within the Shipper batch will be selected using the standard read selection process (last read within the batch).  If no Shipper ‘preferred’ read is present in a Shipper batch, the standard read selection process will kick in and the last read will be selected in the first instance, if this fails validation and is rejected back to the Shipper (within URS file) then the next read closest to the last read will be selected.  Only two attempts will be made to identify a reading to pass through to UK Link systems, not all reads in the batch will be processed and validated. Further information on this is contained within the Read Validation Stage.  For clarity, the only Class 3 EUC 01 reads that will be responded to via the URS file will be following:   * Reads failing D+10 validation (rejected) * Selected reads that fail standard read validation (rejected) * Reads that pass the Read Validation Stage (to be loaded into UK Link for further processing) - (accepted)   All other reads that have not been selected and have been assigned a status of ‘assured’ / ‘unassured’ will not be responded to via URS file.  **Read Validation Stage**  Once a read has been selected from a Shippers batch, it will undergo standard read validation as if it was processed today. If it passes validation it will be accepted into UK Link for downstream processing and all other reads within the Shipper batch are set to an ‘assured’ status to feed Shipper Read Performance reporting.  If the read does not pass validation then it is rejected back to the Shipper and another read is selected from the same Shipper batch. If this second read passes validation it will be accepted into UK Link for downstream processing and all other reads within the Shipper batch are set to an ‘assured’ status (excluding the first rejected reading) to feed Shipper Read Performance reporting.  Only two attempts to select a read from a Shipper batch will be carried out, so if both the selected reads from the Shipper batch fail validation they will both be rejected back to the Shipper and all other reads within the Shipper batch are set to an ‘unassured’ status to feed Shipper Read Performance reporting. If this occurs then the Shipper can re-submit the batch again with appropriate amendments, but please note, this may result in additional reads failing the D+10 read validation rule prior to being considered for read selection.  **Inner Tolerance Read Validation**  Proposal for removing the inner read tolerance validation for EUC1 reads is currently in progress/assessment and would look to mitigate potential issues surrounding the mismatch on the reads being validated to calculate consumption (Shipper submissions are day to day reads, CDSP are looking at 7 day periods). Any potential solutions are thought to not be ready for the main implementation of XRN4991 but may be introduced at a later date if monitoring of read rejections indicates a requirement for the suspension of the inner read tolerance (EUC1 only).  **Additional Information**  In a Class Change scenario (from 1/2/4 to 3) estimate reads for the Class Change effective date is carried out straight away and issued out to Shippers accordingly. If this read is inaccurate the Shipper can submit a Replacement Reading to replace the estimate read. As this is done via flagging the read as a Replacement within the UBR file, this read takes priority and is not classed as MOD0700 so will be processed as BAU.  In a Shipper Transfer scenario, if the incoming Shipper provides an Opening Reading within their batch then this will be classed as non-MOD0700 and be processed as BAU and will be used to satisfy the Transfer Effective Read. If no Opening Reading is provided within the incoming Shipper batch then this (and any others received) will be held until the Transfer Effective Read is fulfilled by a CDSP estimated, RGMA or Opening reading (BAU). Once fulfilled then the held batches will be processed, however they will be processed as a collective so only one read will be allowed to be accepted from all the held batches submitted.  Check to Check Reconciliation will be based on the prevailing volume where a Cyclic Read has been received, however where the read within the check to check period has been marked as Assured or Unassured then this period will be based on Allocated Volumes. Where a Cyclic Read has been provided for the check read date but is not the read selected from the batch for processing, then the reconciliation profile for the last period within the check to check reconciliation will be based on allocated (deemed) volume rather than the prevailing volume. Once a Check Read has been processed, the Deemed profile is set and cannot be amended and this may not follow actual offtake for the days covered, so it is advised that any Check Read submitted aligns where possible to accepted reads within UK Link to ensure any reconciliations are based on prevailing volumes.  **Downstream Processes**  No impacts on downstream processes have been identified as part of the solution for MOD0700. However please be aware that Reconciliation Supporting Information files will contain daily variances within the AML/ASP files but this is BAU and would happen regardless of MOD0700.  Reporting impacts are currently being looked into to highlight reports that may be impacted by the introduction of new internal read statuses. The main area of impact will be Read Performance and Meter Read Validity PARR reports. A full list of impacted reports will be provided to DSG as soon as they are available. |

# 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: | 02/09/2019 |
| Any further information: | None |

# Implementation

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| Target Release: | Ad hoc (28/09/2019) |
| Status: | Pending ChMC approval |

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: | Gazprom Energy | |
| Name: | Alison Neild | |
| Email: | alison.neild@gazprom-energy.com | |
| Telephone: | 01618290039 | |
| Representation Status: | In Support | | |
| Representation Publication: | Publish | | |
| Representation Comments: | We have a number a queries on the solution (1) Please can you confirm the reason for the validation being D+ 10 calendar days, is there potential for this to be D+10 business days? (2) Please confirm what will happen if a read with a TTZ not equal to 0 fails validation. With an unbundled Read Rejection be sent and all others set to ‘Unassured’? (3) When last read in a batch is picked, is this the last U14 in the file or the read with the latest read date, as my understanding is that the reads are not always in order in the file? | | |
| 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: 1. As Class 3 is daily read it expected that these reads are delivered within 10 days of their occurrence hence the use of calendar days. Also, this is aligned with the pre MOD0700 validation where reads must be submitted by the 10th day of (M)onth+1 i.e. last day of the month + 10 days. N.B. Xoserve do process reads on non-business days 2. Reads with a TTZ > 1 will be processed outside of the MOD0700 functionality and processed in addition to reads selected from the batch. As such they do not impact the status of any other reads within the shipper batch 3. The “last read” taken from a shipper batch will be the that with the latest read 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: | Northern Gas Networks | |
| Name: | Helen Chandler | |
| Email: | HChandler@northerngas.co.uk | |
| Telephone: | 07580704123 | |
| Representation Status: | N/A | | |
| Representation Publication: | Publish | | |
| Representation Comments: | NGN has no comments regarding daily class change allocations, batch submissions or read selection and validation as these are Shipper impacting processes. | | |
| 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 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: | Performance Assurance Framework Administrator (PAFA) | |
| Name: | Shelley Rouse | |
| Email: | shelley.rouse@gemserv.com | |
| Telephone: | +4402070901059 | |
| Representation Status: | Comments on behalf of the Performance Assurance Framework Administrator (PAFA). | | |
| Representation Publication: | Publish | | |
| Representation Comments: | The Performance Assurance Framework Administrator (PAFA) support the Performance Assurance Committee (PAC) in its work.  A significant part of this role involves, using the data provided in the 520a Performance Assurance reports (PARR) to monitor industry performance against the requirements of the UNC.   Improving meter read performance, particularly in class 2 and 3 is currently high on the PAC agenda with performance improvement actions already being taken. Maintaining a suite of accurate reports is vital for the PAC to continue its work.   Whilst the PAFA do not believe it is appropriate for them to comment on the change proposal itself we would like to provide feedback on the potential impact of this change on the PARR reporting.  PARR reports 2B.5 Meter reads and 2B.6 Meter read validity monitoring are two of the suite of 10 PARR reports that could be impacted by the implementation of XRN4991.  2B.5 currently provides PAFA with a view of the percentage of a Shippers portfolio accepted vs the expected number of reads in a given month. This enables us to assess read submission performance against the read submission requirements in the UNC.   2B.6 enables the PAFA to monitor the percentage of meter reads that are failing validation for each Shipper across the product classes.  The implementation of UNC700 and this subsequent change proposal will alter the expected number of reads for PC3 EUC01 and introduce ‘assured reads’ into the process. There will also be changes to the meter read validation process that are not currently recognised in the PARR reports including the introduction of ‘non-assured’ reads.  PAFA have met with the CDSP to discuss the potential impacts of the XRN4991 on the PARR, implementation dates and possible reporting improvements.   PAFA welcome this engagement and would like to continue working with the CDSP throughout this process to ensure that the PARR remain fit for purpose. | | |
| 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 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: | ScottishPower | |
| Name: | Claire Roberts | |
| Email: | Clairelouise.Roberts@scottishpower.com | |
| Telephone: | 01416145930 | |
| Representation Status: | Support | | |
| Representation Publication: | Publish | | |
| Representation Comments: | We are in support of the XRN but would like clarity on the below points:   SPC files may be rejected if daily allocation is breached - Shippers will be notified where a file has been rejected. Mechanism of how this notification will occur has not be defined, when will this be confirmed. Long term preferred option would be via IX rather than e-mail but appreciate the urgency to have the XRN implemented.   Inner Tolerance Read Validation - This will be active at Go Live, with the potential of increased rejections when do the CDSP anticipate to review this and engage with the Industry. | | |
| 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: - Where a shipper sends an SPC in excess of their daily allowance the file will be rejected using the FRJ file and rejection code FIL000124 File rejected and will not be processed - The impact assessment for disabling the Inner Tolerance Validation is ongoing and the CDSP will update parties as soon as this is finalised. During this time the CDSP will continue to monitor the level of rejections |

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: | We are in general support of the change but would like to take the opportunity to reiterate a concern that with the limits applied on Supply point amendment files that it is ensured that normal business on non affected processes, like SOQ changes, are not declined. Due to a file limit rather than records it is more of a challenge. We can see how Xoserve are looking to be pragmatic within this area which is appreciated. | | |
| 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, Customer Advocates will continue to work with shippers to understand their demand and, with best endeavours, set limits to ensure that that demand can be processed |

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