

DSC Change Proposal Document

Customers to fill out all of the information in the sections coloured ■
 Xoserve to fill out all of the information in the sections coloured ■

A1: General Details

Change Reference:	XRN4980		
Change Title:	Change Supply Point Enquiry API to add in extra field and make certain other fields visible.		
Date Raised:	03/07/2019		
Sponsor Representative Details:	Organisation:	Total Gas & Power	
	Name:	Louise Hellyer	
	Email:	louise.hellyer@totalgp.com	
	Telephone:	01737 275638	
Xoserve Representative Details:	Name:	Jane Goodes	
	Email:	Jane.Goodes@xoserve.com	
	Telephone:	0121 229 2281	
	Business Owner:	Mark Pollard	
Change Status:	<input type="checkbox"/> Proposal	<input type="checkbox"/> With DSG	<input type="checkbox"/> Out for Review
	<input type="checkbox"/> Voting	<input type="checkbox"/> Approved	<input type="checkbox"/> Rejected
	<input checked="" type="checkbox"/> Implemented		

A2: Impacted Parties

Customer Class(es):	<input checked="" type="checkbox"/> Shipper	<input type="checkbox"/> Distribution Network Operator
	<input type="checkbox"/> NG Transmission	<input type="checkbox"/> IGT
	<input type="checkbox"/> All	<input checked="" type="checkbox"/> Other XOSERVE
Justification for Customer Class(es) selection	<p>The change will likely necessitate a new version of the API, which will have to be shared with all subscribers. Subscribers will then need to make small changes to incorporate the new version which will include an extra field and a few of the existing fields will always be populated regardless of whether the meter is supplied by the requestor. I have put XOSERVE as an impacted party as I presume that they would be making the API change (including the technical spec documentation)</p>	

A3: Proposer Requirements / Final (redlined) Change

Problem Statement:	<p>The EUC (field 56) is not present on the Supply Point Enquiry API output unless the meter is in the supply of the requestor whereas the EUC is available on the traditional IX Supply Point Enquiry response (S59) regardless of whether the meter is supplied by the requestor.</p> <p>The Exit Zone Identifier is not at all available on the Supply Point Enquiry API output whereas it is available on the traditional IX Supply Point Enquiry response (S59).</p> <p>The CSEP maximum annual offtake (field 64) is not present on the Supply Point Enquiry API output unless the meter is in the supply of the requestor.</p> <p>The CSEP daily offtake (field 67) is not present on the Supply Point Enquiry API output unless the meter is in the supply of the requestor.</p>	
Change Description:	<p>We would like a change Supply Point Enquiry API output to</p> <ol style="list-style-type: none"> make the EUC (field 56), CSEP maximum annual offtake (field 64) and CSEP daily offtake (field 67) visible even when the supply point is not in the requestors portfolio add a new field to show the Exit Zone Identifier make Gas Act Owner (field 75) visible to all (regardless of whether requester is meter supplier). 	
Proposed Release:	Release: Adhoc July/August 2019	
Proposed Consultation Period:	<input checked="" type="checkbox"/> 10 Working Days	<input type="checkbox"/> 15 Working Days
	<input type="checkbox"/> 20 Working Days	<input type="checkbox"/> Other [Specify Here]

A4: Benefits and Justification

Benefit Description:	<p>According to the website (https://www.xoserve.com/services/gas-api-services/) one of the purposes of the API service is help improve change of supply processes.</p> <p>“The Supply Point Enquiry API service is available to customers requiring access to technical data. It is for organisations working to improve change of supply and data assurance processes”.</p> <p>All four of the requested data items are key data items in that change of supply process: especially the calculation of accurate charges for any customer pricing process.</p> <p><i>What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?</i></p>	
Benefit Realisation:	Immediately	
	<i>When are the benefits of the change likely to be realised?</i>	

Benefit Dependencies:	None
	<i>Please detail any dependencies that would be outside the scope of the change, this could be reliance on another delivery, reliance on some other event that the projects has not got direct control of.</i>

A5: Final Delivery Sub-Group (DSG) Recommendations – Removed

(see Section C for DSG recommendations)

A6: Service Lines and Funding

Service Line(s) Impacted - New or existing	DSC Service Area 1: Manage Supply Point Registration – This may require a new service line		
Level of Impact	Major/ Minor/ Unclear / None		
If None please give justification			
Impacts on UK Link Manual/ Data Permissions Matrix	None		
Level of Impact	Major/ Minor/ Unclear/ None		
If None please give justification	No system change to UK Link; No amendments required to DPM		
Funding Classes :	Customer Classes/ Funding	Delivery of Change	On-going Budget Amendment
	<input checked="" type="checkbox"/> Shipper	100 %	100 %
	<input type="checkbox"/> National Grid Transmission	XX %	XX %
	<input type="checkbox"/> Distribution Network Operator	XX %	XX %
	<input type="checkbox"/> IGT	XX %	XX %
	<input type="checkbox"/> Other <please specify>	XX %	XX %
ROM or funding details:			
Funding Comments:	No further comment		

A7: ChMC Recommendation – 7th August 2019

Change Status:	<input checked="" type="checkbox"/> Approve (to proceed to DSG)	<input type="checkbox"/> Reject	<input type="checkbox"/> Defer
Industry Consultation:	<input type="checkbox"/> 10 Working Days	<input type="checkbox"/> 15 Working Days	
	<input type="checkbox"/> 20 Working Days	<input type="checkbox"/> Other [Specify Here]	
Expected date of receipt for responses (to Xoserve)	XX/XX/XXXX		

DSC Consultation Issue:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Date Issued:	Click here to enter a date.	
Comms Ref(s):		
Number of Responses:		

A8: DSC Voting Outcome

Solution Voting:	<input type="checkbox"/> Shipper	Please select.	
	<input type="checkbox"/> National Grid Transmission	Please select.	
	<input type="checkbox"/> Distribution Network Operator	Please select.	
	<input type="checkbox"/> IGT	Please select.	
Meeting Date:	Click here to enter a date.		
Release Date:	Release: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY or NA		
Overall Outcome:	<input type="checkbox"/> No	<input type="checkbox"/> Yes	If [Yes] please specify <Release>

Please send the completed forms to: box.xoserve.portfoliooffice@xoserve.com

Section C: DSG Discussion

C1: Delivery Sub-Group (DSG) Recommendations

DSG Date:	05/08/2019		
DSG Summary:	<p>Jane Goodes (JG) presented this agenda item for score ratification. JG stated that this Change was raised by Total Gas and Power. They are asking for some changes to the Supply Point Enquiry API. In particular the EUC field to be made available to anyone that is looking at it, whether they are the meter supplier or not. JG stated that after doing some initial analysis, the fields that are being asked for are predominantly all in the API. Therefore the change involves changing the categorisation of the data more so than adding it. There is one field that is currently not in the API that needs adding from another API. This will move it from portfolio to communal. This will benefit and aid the switching process for any new suppliers to get access to that information. JG stated that bringing this to DSG, gives other Shipper/Suppliers the opportunity to provide suggestion for any other data items that might be valuable to add to this. PO outlined key points of the appendix and stated that the Prioritisation score for this Change is 28%.</p>		
Capture Document / Requirements:	<Insert where appropriate>		
DSG Recommendation:	<input type="checkbox"/> Approve	<input type="checkbox"/> Reject	<input type="checkbox"/> Defer
DSG Recommended Release:	Release: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY		

C2: Delivery Sub-Group (DSG) Recommendations

DSG Date:	19/08/2019
DSG Summary:	<p>Simon Harris (SH) outlined the Change Proposal and spoke around the appendix and prioritisation scoring. DSC Service Area 1 is impacted, 100% Shipper funded. SH stated that XRN4980 has been raised by Total Gas and power to expose additional data to the Supply Point Enquiry API (S.P.E) to assist with the switching process. Furthermore SH stated that there is an additional requirement to include fields which are currently portfolio to be moved into community view. SH added that the CDSP has received additional requests from other parties to add/emend other API's that the CDSP feels can be incorporated into the XRN4980's scope, meeting the requirements for those API's as a collective. When going through the appendix of the Change Proposal SH found that customer switching on the appendix needs updating.</p> <p>Action: Update the Change Proposal's appendix by adding the Customer Switching option element into the CP</p> <p>There is a total prioritisation score of 28%. PO asked if there was any issue from anyone regarding the prioritisation score. No response was provided.</p> <p>Action; Clarify and outline which service area relates to this Change, currently it is service area 1 but clarity is needed as to whether Service Area 22 is better suited.</p> <p>SH outlined that the initial requirements for XRN4980 involve:</p> <ul style="list-style-type: none"> • Supply Point Enquiry API existing Data Items into Community View <ul style="list-style-type: none"> - End User Category (EUC) Description - CSEP Maximum Annual Offtake Quantity (AQ) - CSEP Daily Offtake Quantity (SOQ) - Gas Act Owner • New field to be added to the Supply Point Enquiry API <ul style="list-style-type: none"> - End User Category (EUC) Identifier <p>SH then provided a list of proposed additional requirements:</p> <ul style="list-style-type: none"> • To add the Supply Point Quantities API data items (not already present) into the Supply Point Enquiry API? <ul style="list-style-type: none"> - Exit Zone - SMP Perspective Formula Year AQ - SMP Perspective Formula Year SOQ - SMP Perspective Formula Year Effective Date • With a view to decommission the Supply Point Enquiry API <p>SH asked DSG that after presenting the list of initial and proposed requirements, if anyone in DSG opposes the recommendations? There was no objection from DSG. Furthermore SH explained that if there are any additional requirements to add into the scope of XRN4980, to please inform SH or get in contact with us.</p> <p>Action: For DSG to take away the information presented at this DSG meeting and assess if there are any other additional data items that would be of benefit to be added to the S.P.E API to aid in business processes and promote more reliable switching.</p>

Capture Document / Requirements:	<Insert where appropriate>		
DSG Recommendation:	<input type="checkbox"/> Approve	<input type="checkbox"/> Reject	<input type="checkbox"/> Defer
DSG Recommended Release:	Release: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY		

DSG Date:	02/09/2019		
DSG Summary:	Jane Goodes (JG) asked if there are any other fields or items that customers wanted to see or added into the API which will be made viewable from portfolio view to community view. PO added that there has been no direct feedback received.		
Capture Document / Requirements:	<Insert where appropriate>		
DSG Recommendation:	<input type="checkbox"/> Approve	<input type="checkbox"/> Reject	<input type="checkbox"/> Defer
DSG Recommended Release:	Release: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY		

DSG Date:	07/10/2019		
DSG Summary:	Megan Troth (MT) provided an update for this agenda item and outlined it was for information only. MT explained that this change will be going to ChMC for approval of funds and into delivery.		
Capture Document / Requirements:	<Insert where appropriate>		
DSG Recommendation:	<input type="checkbox"/> Approve	<input type="checkbox"/> Reject	<input type="checkbox"/> Defer
DSG Recommended Release:	Release: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY		

Version Control

Document

Version	Status	Date	Author(s)	Remarks
1	With DSG	12/08/2019	Xoserve	Updated with outcome from ChMC on 7 th August
2	With DSG	15/08/2019	Xoserve	CP updated with discussions from DSG 5 th August 2019
3	With DSG	30/08/2019	Xoserve	CP updated with discussions from DSG 19 th August 2019
4	With DSG	19/08/2019	Xoserve	CP updated with discussions from DSG 2 nd September 2019
5	With DSG	18/10/2019	Xoserve	CP updated with discussions from DSG 10 th October 2019
6	Implemented	16/01/2020	Xoserve	CP status updated to Implemented

Template

Version	Status	Date	Author(s)	Remarks
3.0	Superseded	17/07/2018	Emma Smith	Template approved at ChMC on 11 th July 2018
4.0	Superseded	07/09/2018	Emma Smith	Minor wording amendments and additional customer group impact within Appendix 1
5.0	Superseded	10/12/2018	Heather Spensley	Template moved to new Word template as part of Corporate Identity changes.
6.0	Approved	12/12/2018	Simon Harris	Cosmetic changes made. Approved at ChMC on the 12 th December 2018.
6.1	In Draft	26/03/2019	Richard Johnson/ Alison Cross	The following minor changes were made: <ul style="list-style-type: none"> - Inclusion of an All 'Impacted Parties' option in A2 - Justification section added to section A2 - Change Description replaced with Problem Statement in section A3 - Remove 'X' in Release information (sections A3, A5, A7, C1 and G8) - Updated Service Line and UK Link impacts and funding section (A6) to include further detail - Amended questions 3 and 4 in section B

				<ul style="list-style-type: none"> - Added Service Line/UK link Assessment in section D - Removed Section A5
6.2	For approval	14/05/2019	Alison Cross	Following review at DSC Governance review group re-added Change Description text box
7.0	Approved	13/06/2019	Richard Johnson	DSC Governance Review Group changes to the template approved at Change Management Committee on 12 th June 2019

Appendix 1

Change Prioritisation Variables 41%

Xoserve uses the following variables set for each and every change within the Xoserve Change Register, to derive the indicative benefit prioritisation score, which will be used in conjunction with the perceived delivery effort to aid conversations at the DSC ChMC and DSC Delivery Sub Groups to prioritise changes into all future minor and major releases.

Change Driver Type	<input type="checkbox"/> CMA Order <input type="checkbox"/> MOD / Ofgem <input type="checkbox"/> EU Legislation <input type="checkbox"/> License Condition <input type="checkbox"/> BEIS <input checked="" type="checkbox"/> ChMC endorsed Change Proposal <input type="checkbox"/> SPAA Change Proposal <input type="checkbox"/> Additional or 3 rd Party Service Request <input type="checkbox"/> Other <i>(please provide details below)</i>
Please select the customer group(s) who would be impacted if the change is not delivered	<input checked="" type="checkbox"/> Shipper Impact <input type="checkbox"/> iGT Impact <input type="checkbox"/> Network Impact <input type="checkbox"/> Xoserve Impact <input type="checkbox"/> National Grid Transmission Impact
Associated Change reference Number(s)	
Associated MOD Number(s)	
Perceived delivery effort	<input type="checkbox"/> 0 – 30 <input checked="" type="checkbox"/> 30 – 60 <input type="checkbox"/> 60 – 100 <input type="checkbox"/> 100+ days
Does the project involve the processing of personal data? <i>'Any information relating to an identifiable person who can be directly or indirectly identified in particular by reference to an identifier' – includes MPRNS.</i>	<input type="checkbox"/> Yes <i>(if yes please answer the next question)</i> <input checked="" type="checkbox"/> No
A Data Protection Impact Assessment (DPIA) will be required if the delivery of the change involves the processing of personal data in any of the following scenarios:	<input type="checkbox"/> New technology <input type="checkbox"/> Vulnerable customer data <input type="checkbox"/> Theft of Gas <input type="checkbox"/> Mass data <input type="checkbox"/> Xoserve employee data <input type="checkbox"/> Fundamental changes to Xoserve business <input type="checkbox"/> Other <i>(please provide details below)</i> <i>(If any of the above boxes have been selected then please contact The Data Protection Officer (Sally Hall) to complete the DPIA.</i>

Change Beneficiary <i>How many market participant or segments stand to benefit from the introduction of the change?</i>	<input type="checkbox"/> Multiple Market Participants <input type="checkbox"/> All industry UK Gas Market participants <input checked="" type="checkbox"/> One Market Group <input type="checkbox"/> Multiple Market Group <input type="checkbox"/> Xoserve Only <input type="checkbox"/> One Market Participant
Primary Impacted DSC Service Area	Service Area 22: Specific Services
Number of Service Areas Impacted	<input type="checkbox"/> All <input checked="" type="checkbox"/> One <input type="checkbox"/> Five to Twenty <input type="checkbox"/> Two to Five
Change Improvement Scale? <i>How much work would be reduced for the customer if the change is implemented?</i>	<input type="checkbox"/> High <input type="checkbox"/> Medium <input checked="" type="checkbox"/> Low
Are any of the following at risk if the change is not delivered?	
<input type="checkbox"/> Safety of Supply at risk <input type="checkbox"/> Customer(s) incurring financial loss <input checked="" type="checkbox"/> Customer Switching at risk	
Are any of the following required if the change is delivered?	
<input type="checkbox"/> Customer System Changes Required <input type="checkbox"/> Customer Testing Likely Required <input type="checkbox"/> Customer Training Required	
Known Impact to Systems / Processes	
Primary Application impacted	<input type="checkbox"/> BW <input type="checkbox"/> AMT <input type="checkbox"/> Gemini <input type="checkbox"/> ISU <input type="checkbox"/> EFT <input type="checkbox"/> Birst <input type="checkbox"/> CMS <input type="checkbox"/> IX <input checked="" type="checkbox"/> Other <i>(please provide details below)</i> API
Business Process Impact	<input type="checkbox"/> AQ <input type="checkbox"/> Reads <input type="checkbox"/> Other <i>(please provide details below)</i> <input type="checkbox"/> SPA <input type="checkbox"/> Portal <input type="checkbox"/> RGMA <input type="checkbox"/> Invoicing
Are there any known impacts to external services and/or systems as a result of delivery of this change?	<input checked="" type="checkbox"/> Yes <i>(please provide details below)</i> <input type="checkbox"/> No
Please select customer group(s) who would be impacted if the change is not delivered.	<input checked="" type="checkbox"/> Shipper impact <input type="checkbox"/> Xoserve impact <input type="checkbox"/> Network impact <input type="checkbox"/> National Grid Transmission Impact <input type="checkbox"/> iGT impact
Workaround currently in operation?	
Is there a Workaround in operation?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes who is accountable for the workaround?	<input type="checkbox"/> Xoserve <input type="checkbox"/> External Customer <input type="checkbox"/> Both Xoserve and External Customer
What is the Frequency of the workaround?	
What is the lifespan for the workaround?	
What is the number of resource effort hours required to service workaround?	
What is the Complexity of the workaround?	<input type="checkbox"/> Low <i>(easy, repetitive, quick task, very little risk of human error)</i> <input type="checkbox"/> Medium <i>(moderate difficult, requires some form of offline calculation, possible risk of human error in determining outcome)</i> <input type="checkbox"/> High <i>(complicate task, time consuming, requires specialist resources, high risk of human error in determining outcome)</i>
Change Prioritisation Score	41%

Document Control

Version History

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