Detailed Design Change Pack

# Communication Detail

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| --- | --- |
| Comm Reference: | 3265.4 – VO – PO  |
| Comm Title: | Implementation of 0836S - Resolution of Missing Messages after CSS implementation and integration with R0067 and 0855 - Settlement Adjustments for SMPs impacted by the Central Switching System P1 incident |
| Comm Date: | 18/03/2024 |

**Change Representation**

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| Action Required: | For representation |
| Close Out Date: | 03/04/2024 |

# Change Detail

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| Xoserve Reference Number:  | [XRN5675](https://www.xoserve.com/change/customer-change-register/xrn5675-implementation-of-0836s-resolution-of-missing-messages-after-css-implementation-and-integration-with-r0067-and-0855-settlement-adjustments-for-smps-impacted-by-the-central-switching-system-p1-incident/) |
| Change Class: | Functional change |
| \*ChMC Constituency Impacted: | Shipper (all classes), IGT\*Assumed impacted parties of the proposed change, all parties are encouraged to review |
| Change Owner:  | uklinkdelivery@xoserve.com |
| Background and Context: | Between 6th July – 3rd August 2023, a Central Switching Service (CSS) P1 Switching Incident resulted in circa 84,000 Registrations not having the Secured Active Notification issued in accordance with the Retail Energy Code.This incident has led to inconsistent Registration effective dates between CSS (the system responsible for mastering Registration) and the UK Link system (the system responsible for Settlement). Two Modifications have been raised to enable the CDSP to issue adjustments, where appropriate, to credit the Shipper (Shipper A) who was recorded on UK Link after the Supply Effective From Date and debit the equal and opposite value to the Shipper recorded as being responsible from that point (Shipper B). Modification 0855 (and IGT UNC Mod 171) caters specifically for the Registrations impacted by the CSS P1 Switching Incident whereas Modification 0836S (and IGT UNC Mod 170) outlines an enduring process to cater for any occurrences where registration effective dates are misaligned between the CSS and UK Link systems.Details of Modification 0855 can be found [here](https://www.gasgovernance.co.uk/0855)Details of IGT UNC Modification 0171 can be found [here](https://www.igt-unc.co.uk/igt171-settlement-adjustments-for-supply-meter-points-impacted-by-the-central-switching-system-p1-incident/)Details of Modification 0836S can be found [here](https://www.gasgovernance.co.uk/0836)Details of IGT UNC Modification 0170 can be found [here](https://www.igt-unc.co.uk/igt170-resolution-of-missing-messages-following-central-switching-service-implementation-and-integration-with-rec-change-r0067/)**Chosen Solution**A semi-automated solution has been chosen to support this process. The key process steps are outlined below:1. Estimate and upload a CSS Registration Effective Date Meter Reading (REDMR) where one doesn’t exist in the UK Link system.
2. Notify Shipper A and B of the CSS REDMR whether this has been estimated or where one already exists in UK Link (actual or estimate) for the CSS Registration Effective Date.
3. Communicate the Settlement Adjustment Determination Deadline date. This will define the period of time Shipper A will have to replace the CSS REDMR for it to be used for the Settlement Adjustment.
4. Enable Shipper A to replace a CSS REDMR (or submit an actual reading for Class 1 & 2 Meter Points) and notify the relevant Shippers of the revised Meter Reading.
5. Calculate energy and carry out a Materiality Test to determine if a Settlement Adjustment is required (MOD 0836S).
6. Issue Settlement Adjustment Statements to Shipper A, Shipper B and relevant IGT.
7. Issue RTB Invoices and Supporting information to Shipper A and B.

**Process Model** |

# Change Impact Assessment Dashboard

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| --- | --- |
| Functional: | Meter Reads |
| Non-Functional: | None. |
| Application: | SAP IS-U |
| User(s): | Shipper (all classes) |
| Documentation: | None. |
| Other: | None. |

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| --- |
| Files |
| File | Parent Record | Record | Data Attribute | Hierarchy or FormatAgreed |
| MBR | None | M03 | Read\_Reason\_Code | Update to Data Attribute Description |

# Change Design Description

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| 1. **Estimate and upload a CSS REDMR where one doesn’t exist in the system.**

**MOD 0836S*** Existing processes will be used to monitor and identify where Registration Effective Dates are misaligned within the CSS and UK Link system.
* Details of Registrations with effective dates not aligned within CSS and the UK Link system will be collated.
* Once the UK Link Opening Meter Read has been satisfied, the collated list of misaligned Registrations will be entered into UK Link via a new program.
* The program will validate if an estimate CSS REDMR is required and, where required, carry out the estimation.

**MOD 0855*** Following the implementation of XRN5675 in June and the implementation of MOD0855, details of the 82k P1 impacted Registrations (including cancelled and resubmitted registrations as catered for in MOD 0855) will be entered into UK Link via a new program. This is likely to take place at the start of July 2024.
* The program will validate if an estimate CSS REDMR is required and, where required, carry out a new read estimation. This may, therefore, differ from the Meter Reading estimated and communicated via email previously.

**MOD 0836S and MOD 0855*** The estimated CSS REDMR will be loaded into UK Link with a Read Reason Code of CYCL.
* A CSS REDMR will not be estimated if:
	+ There is already a Meter Reading in UK Link for the CSS Registration Effective Date as that will be used as the CSS REDMR.
	+ there isn’t a valid device present on the CSS Registration Effective Date.
	+ there isn’t a valid contract present (not a switch) on the CSS Registration Effective Date.
	+ if it falls within a Consumption Adjustment period.
	+ if it falls within a Check-to-Check reconciliation period.
	+ The UK Link Opening Meter Reading has not been satisfied.
* Where an estimate CSS REDMR is required but can’t be uploaded into UK Link, an exception will be created and resolved offline. For the avoidance of doubt, this process will be managed via a fully offline process where read can’t be uploaded but a Settlement Adjustment is required.
1. **Notify Shipper A and B of the CSS REDMR**

**MOD 0836S and MOD 0855*** An automated notification will be issued to Shipper A via the MBR file for any system generated estimate CSS REDMR. This will require an update to the Read\_Reason\_Code description in the M03 record to list that the CYCL will be utilised for an estimated CSS Registration Effective Date Meter Reading (see updated Record in Appendix).
* A CSV file replicating the Meter Reading details from the MBR file will be generated and issued to Shipper B via email through a manual process.
* Where no CSS REDMR has been estimated due to a Meter Reading already being in the system on the intended CSS Registration Effective Date, a CSV file will be generated and issued to both Shipper A and B via email through a manual process.
* This will be managed offline via email where an estimated CSS REDMR is required but can’t be uploaded into UK Link.
1. **Communicate the Settlement Adjustment Determination Deadline Date.**

**MOD 0836S*** A monthly email will be issued to all Contract Managers advising them of the Settlement Adjustment Determination Deadline date. This is the date by which a replacement Meter Reading must be received for it to be used in the Settlement Adjustment for any impacted Registrations with a UK Link Effective Date in that month. We will review the effectiveness of this communication 3 months following implementation.
* The Determination Deadline date will be the end of the third month following the UKL Registration Effective Date (e.g. if the Registration takes effect on UK Link systems in February 2023, then the CDSP will perform the Materiality Test no earlier than the final Working Day of the Month, 3 months after the Registration was effective in UK Link systems – e.g. 31st May).

**MOD 0855*** For Registrations impacted by the CSS P1 Switching Incident, the Settlement Adjustment Determination Deadline date will be no earlier than the end of the third month following the issue of the CSS REDMR to both Shippers.
* It is proposed that the CSS REDMR notifications will be issued in July 2024. The Settlement Adjustment Determination Deadline date would therefore be 31st October 2024.

**MOD 0836S and MOD 0855*** A CSS REDMR can be replaced after the Settlement Adjustment Determination Deadline date, but it will not be utilised for the Settlement Adjustment if the Energy Calculation process has commenced.
1. **Enable Shipper A to replace a CSS REDMR and notify both Shipper A and Shipper B of the revised Meter Reading.**

**MOD 0836S and MOD 855*** Shipper A will utilise the existing Read Replacement process should they wish to replace the CSS REDMR.
	+ Class 3 and 4 CSS REDMRs can be replaced.
	+ Class 1 and 2 CSS REDMRs can be replaced with an actual read, with the exception of Class 2 Shipper Transfer Reads.
* A Replacement CSS REDMR will trigger reconciliation for Shipper A.
* Where a CSS REDMR is replaced on or before the Settlement Adjustment Determination Deadline date, both Shipper A and B will be notified of the revised Meter Reading. Shipper A will receive a URS file confirming acceptance or rejection of the replacement reading in line with existing functionality. Shipper B will receive a CSV file via email.
* Where an CSS REDMR is replaced after the Settlement Adjustment Determination Deadline date, Shipper B will not receive the notification of replacement.
* As mentioned previously, a CSS REDMR can be replaced after the Settlement Adjustment Determination Deadline date, but it will not be utilised for the Settlement Adjustment if the Energy Calculation process has commenced.
* This will be managed offline via email where an estimated CSS REDMR is required but can’t be uploaded into UK Link.
1. **Calculate energy and carry out a Materiality Test to determine if a Settlement Adjustment is required.**

**MOD 0836S and MOD 855*** Following the Settlement Determination Deadline date, a new automated program will run to calculate the energy value between the UK Link Registration Effective Date Meter Reading and the CSS REDMR.

**MOD 0836S*** A materiality test will be conducted to ascertain if the energy value is 1,200KWh or less. Settlement Adjustments will only be applied where the Energy Value exceeds this threshold.

**MOD 0855*** For MOD855 impacted Supply Meter Points, no materiality test will be conducted with Settlement Adjustments being applied in relation to all impacted Registrations.
1. **Issue Settlement Adjustment Statements to Shipper A, Shipper B and relevant IGT.**

**MOD 0836S and MOD 855*** An adjustment Statement will be issued via email to Shipper A and Shipper B as well as the relevant IGT where applicable outlining the Energy Value calculated and the result of the Materiality Test where applicable (MOD 0836S only).
1. **Issue RTB Invoices and Supporting information to Shipper A and B.**

**MOD 0836S and MOD 855*** Following the Settlement Adjustment Determination Deadline date, an automated program will run to attribute the Capacity, Commodity, Reconciliation charges and relevant Transportation Invoicing to the relevant parties.
* Where the charge calculation is unsuccessful, an exception will be generated and resolved offline.
* RTB Invoices will be issued via the existing process along with Supporting Information via email.
* The Settlement Adjustment is applied as a one time only transaction and will not be revisited once applied.

**Appendix**Updated M03 Record. Update to the Read\_Reason\_Code description to list that the CYCL will be utilised for a CSS Registration Effective Date Meter Reading. |

# Associated Changes

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| Associated Change(s) and Title(s): | N/A |

# DSG

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| Target DSG discussion date: | 25/03/2024 |
| Any further information: | To present the key points of this pack and discuss any comments as a result or already provided from the Detailed Design Change Pack representations. |

# Implementation

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| Target Release: | June 2024 |
| Status: | Approved |

Industry Response Detailed Design Review

«RangeStart:HDS»

**Change Representation**

(To be completed by User and returned for response)

***Please consider any commercial impacts to your organisation that Xoserve need to be aware of when formulating your response***

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| --- | --- | --- |
| User Contact Details:  | Organisation:  | «h1\_organisation»  |
| Name:  | «h1\_name»  |
| Email:  | «h1\_email»  |
| Telephone:  | «h1\_telephone»  |
| Customer decision on Change Pack:  | «h1\_userDataStatus»  |
| Commercial impacts:  | «h1\_commercial\_impacts»  |
| Representation Publication:  | «h1\_consultation»  |
| Representation Comments:  | «h1\_userDataComments»  |

**Xoserve’ s Response**

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| --- | --- |
| Xoserve Response to Organisations Comments:  | «h1\_xoserveResponse»  |

Please send the completed representation response to uklink@xoserve.com

«RangeEnd:HDS»

Change Management Committee Outcome

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| --- | --- | --- | --- |
| Change Status: | [ ]  Approve | [ ]  Reject | [ ]  Defer |
| Industry Consultation: | [ ]  10 Working Days | [ ]  15 Working Days |
| [ ]  20 Working Days | [ ]  Other [Specify Here] |
| Date Issued: | 01/01/0001 |
| Comms Ref(s): |  |
| Number of Responses: |  |
| Solution Voting: | [ ]  Shipper | Please select. |
| [ ]  National Gas Transmission | Please select. |
| [ ]  Distribution Network Operator | Please select. |
| [ ]  IGT | Please select. |
| Meeting Date: | 01/01/0001 |
| Release Date: | Release: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY or NA |

Please send the completed representation response to uklink@xoserve.com

Version Control

# Document

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| --- | --- | --- | --- | --- |
| Version | Status | Date | Author(s) | Remarks |
| V0.1 | Draft | 26/07/2023 | Andrew Steed | Initial draft produced |
| V1.0 | For Approval | 08/08/2023 | Andrew Steed | Final draft for approval |
| V1.1 | For Approval | 09/08/2023 | Andrew Steed | Updated following review |
| V1.2 | For Approval | 10/08/2023 | Andrew Steed | Updated BCL file inserted |
| V1.3 | For Approval | 10/08/2023 | Andrew Steed | Updated Shipper classes impacted in Change Impact Assessment Dashboard section |
| V1.4 | For Approval | 10/08/2023 | Andrew Steed | Updated following review |
| V2.0 | Approved | 11/08/2023 | Andrew Steed | Document approved |

# Template

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| --- | --- | --- | --- | --- | --- |
| Version | Status | Date | Author(s) | Remarks | Approved By |
| 1.0 | Approved | 09/03/2022 | Rachel Taggart | Detail Design Change Pack transferred to own document | Change Management Committee on 09/03/2022 |
| 1.1 | Approved | 25/04/2023 | Rachel Taggart | Updated with new font branding | Emma Smith |