
Change Report

Meeting Name:	Panel
Paper Number:	P16_01
Meeting Date:	27 th February 2018
Purpose of Paper:	For Information
Classification:	Public
Synopsis:	This report provides a monthly update to the Panel on the status and progress of code Change Proposals. The report shows activity which occurred between 17 th January 2018 and 13 th February 2018.

RECOMMENDATION: The Panel is invited to:

- **NOTE** the contents of this paper.

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1. Key Activity

The table below highlights the status and key activity of all in flight Change Proposals between 17th January 2018 and 13th February 2018.

Panel Change	Title	Status	Update
CPW010	Emergency Contact Details	In Assessment	The working group is in the process of developing a working practice document to accompany the change before further consideration by the Panel.
CPW014	CSD 0301 Updates	Awaiting Implementation	Implementation date to change following the deferral of CMOS Release 4.0. Awaiting Authority endorsement.
CPW018	Clarification of Unsecured Credit Allowance	Awaiting Implementation	Awaiting implementation on 23 rd April 2018.
CPW019	Alternative Eligible Credit	In Assessment	The Panel recommended CPW019 through to the Assessment stage at the ad-hoc Panel meeting on 21 st November 2017. Assessment work is currently being undertaken by the Proposer and the draft Recommendation Report will be provided at the April 2018 Panel meeting.
CPW022	New Connection Retailer Unknown	Awaiting Implementation	Implementation date to change following the deferral of CMOS Release 4.0. Awaiting Authority endorsement.
CPW023 & CPM005	Market Entry and Market Reassurance Update	Awaiting Authority Decision	On 2 nd February 2018, the Panel Recommendation Report was issued to the Authority with a recommendation to approve implementation of CPW023. The Panel also agreed with the Proposer's recommendation to withdraw CPM005.
CPW025	Extending TCORR Functionality for Inactive Data Items	In Assessment	The Panel agreed to resubmit the change for further assessment, and also agreed to undertake a 'Request for Information' from Trading Parties on their costs and benefits from the introduction of this change. The draft Recommendation Report will be provided at the March 2018 Panel meeting.
CPW026	Removing SPID version design	Draft Recommendation	Industry Consultation held from 13 th December 2017 to 15 th January 2018. The draft Recommendation Report to be discussed at the February 2018 Panel meeting.

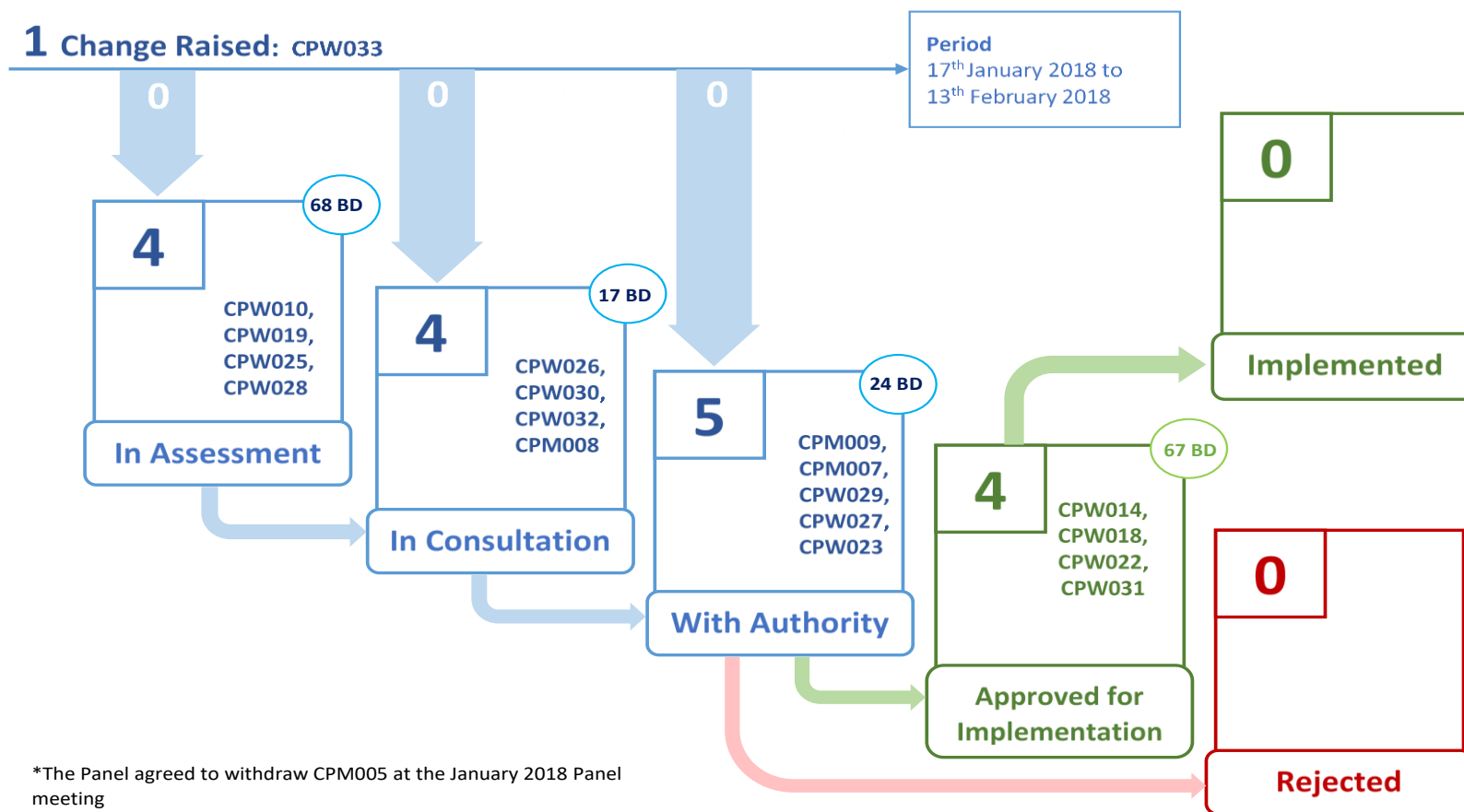
CPW027	QC Error Codes	Awaiting Authority Decision	On 12 th January 2018, the Panel Recommendation Report was issued to the Authority with a recommendation to approve implementation as part of CMOS Release 4.0 on 18 th May 2018.
CPW028	Unpaired SPID	Draft Recommendation	In Industry Consultation from 31 st January 2018 to 14 th February 2018. The draft Recommendation Report to be discussed at the February 2018 Panel meeting.
CPW029 & CPM007	GDPR and Data Protection Provisions Update	Awaiting Authority Decision	On 2 nd February 2018, the Recommendation Report was issued to the Authority with a recommendation to approve implementation of CPW029 & CPM007.
CPW030 & CPM008	Review of Market Performance Standards	Draft Recommendation	Industry Consultation from 8 th January 2018 to 19 th January 2017. The MPC's recommendation to be discussed at the February 2018 Panel meeting.
CPW031	Extending the new Connections suspension	Awaiting Implementation	Awaiting implementation on 3 rd March 2018.
CPW032	Amend H/04 form to clarify tariff effected date	Industry Consultation	In Industry Consultation from 1 st February 2018 to 22 nd February 2018. The draft Recommendation Report to be discussed at the March 2018 Panel meeting.
CPM006	Introducing a process for Urgent Change Proposals	Initial Written Assessment	At the November 2017 Panel meeting, the Panel agreed to defer the decision on CPM006 subject to discussion at the December 2017 Panel workshop. This change will be revisited as part of the Panel strategy sessions in March/April 2018 where improvements to the Change Process will be discussed.
CPM009	Further Board Nomination Process Extension	Awaiting Authority Decision	On 2 nd February 2018, the Panel Recommendation Report was issued to the Authority with a recommendation to approve implementation of CPM009.

2. Newly raised Change Proposals

Title	Reference	Summary	Proposer
CPW033	Meter Effective to Date Field in MDS_METER Report	This change seeks to request the addition of a field within the MDS_METER file that shows the meter effective to date, in order to allow Trading Parties to identify the status of a meter.	United Utilities Water Limited

3. In Flight, High-Level Change Summary Update

This section contains a high-level overview of the status of all in flight Change Proposals in the period between 17th January 2018 and 13th February 2018. For further information please see the Gantt Chart of in-flight changes in Appendix A.



Note: The number on the top right of each phase indicates the average number of Business Days all Change Proposals raised since April 2017, including those that have completed each phase, have spent in that phase of the process.

4. Release Overview

The release overview provides details of the future release schedules. Releases coloured in green are releases that are major releases, whilst releases coloured in blue are minor releases. Each release is subject to having system changes, if required.

	Major Release
	Minor Release

Release	03 Mar 2018	18 May 2018	01 Jun 2018	28 Sep 2018	01 Dec 2018	01 Mar 2019
Projected software release version	Code Only	R4.0	Code Only	R5.0	Code Only	R6.0
Release Details	2 WRC Change Proposals 0 MAC change Proposal	3 WRC Change Proposals 0 MAC change Proposal	1 WRC Change Proposal 0 MAC change Proposal	4 WRC Change Proposals 0 MAC change Proposal	0 Change Proposals 0 MAC change Proposal	1 WRC Change Proposals 0 MAC change Proposal
*Gate Closure for System Approval	N/A	30 Nov 2017	N/A	31 Mar 2018	N/A	31 Oct 2018
Cost of release	£0	*£162,700	TBC	£100,000	TBC	£127,000
Status	LOCKED	LOCKED	OPEN	OPEN	OPEN	OPEN

* Gate Closure for system approval is the date that ‘system affecting changes’ need to be approved for inclusion in the specified release. These dates are for guidance.

* Some of the cost to implement Release 4.0 will be allocated in the 2018/2019 budget. See Appendix D for more details.

Appendix B – Pipeline Changes

The table below provides an overview of the current pipeline changes indicated by MOSL and Trading Parties. Please note that timescales forecasted for these pipeline changes are subject to change.

Name of Change	Summary of change	To be raised by	Forecasted month to be raised	Forecasted Implementation date
Payment Terms	Amending the payment terms for Market Operator charges and Market Performance Standards charges to improve clarity.	MOSL	Mar-18	Apr-18 (Standalone)
General Enquiries (F/01 Form)	The form F/01 is for drinking water enquiries and general enquiries. Trading Parties have mentioned the form is very much biased towards Drinking Water enquiries and would like to amend it to make it suitable for general enquiries.	Severn Trent	Mar-18	Sep-18 (Release 5.0)
Trade Effluent new form	This new Trade Effluent form is intended for use by Retailers or NHH customers to request a Trade Effluent consent for temporary/short term periods.	Yorkshire Water	Mar-18	Sep-18 (Release 5.0)
G/02 Form amendments	Updates and enhancements of form G02 - 'Trade Effluent Discharge Notice' following feedback at Trade Effluent Workshops.	TEIC	Mar-18	Sep-18 (Release 5.0)
Method to estimate transfer reads	This proposal seeks to see the method Retailers use to estimate transfer reads.	Water-Plus	Apr-18	Mar-19 (Release 6.0)
Disputed Read Process	This proposal seeks to set out a clear process to dispute transfer reads between Retailers.	Water-Plus	Apr-18	Mar-19 (Release 6.0)
Error Codes Updates	This proposal seeks to update the Error Codes table in CSD 0301 to align with the Error Codes spreadsheet.	MOSL	Mar-18	July -18 (Standalone)
Panel Governance Improvements	The Proposal seeks to make changes to the MAC to amend the Panel Governance rules, such as: Qualifying Majority, Quorum, Proposer ownership and further define the process for raising alternative solutions.	MOSL	May-18	Sep-18 (Release 5.0)
CSD 0301 to enhance CMOS	This proposal seeks to make amendments on Trade Effluent service components (T105.M, T117.M and T181.M, T117.W and T181.W).	MOSL	Jul-18	Mar-19 (Release 6.0)

CSD 0101 to enhance CMOS	This proposal improves the SPID Data consistency check for making SPIDs tradable and provides enhancements to the process of registering SPIDs.	MOSL	Jul-18	Mar-19 (Release 6.0)
CSD 0104 to enhance CMOS	This proposal introduces an enhancement with respect to temporary disconnection.	MOSL	Jul-18	Mar-19 (Release 6.0)
CSD 0105 to enhance CMOS	This proposal introduces enhancements to CSD 0105 and introduces additional functionality with respect to certain TCORRs.	MOSL	Jul-18	Mar-19 (Release 6.0)
Panel Nomination Process	This proposal seeks to update the current Panel Nominations and Election Process to be less onerous and time consuming. Also, remove unnecessary requirements in the code, such as date of birth of applicants.	MOSL	Sep-18	Dec-18
Panel Self-Governance Process	Introducing a self-governance process and materiality guidance to ensure that only those changes determined as material would require Authority decision.	MOSL	Sep-18	Dec-18
Microbusiness flag	This proposal seeks to add micro-Business flags to SPIDs.	Ofwat	TBC	2019
Multi-utility flag	This proposal seeks to adding a multi-utility flag to SPIDs.	Ofwat	TBC	2019
Welsh Border	This proposal seeks to align the market codes to legislative changes including, but not limited to, references to wholly or mainly.	MOSL / Ofwat	TBC	2019
Leakage and drought payments updates to reflect policy	This proposal seeks to align the WRC to the Ofwat leakage and drought payment policy.	Ofwat	TBC	2019

Appendix C – Release, Scope and Cost Breakdown

The following section provides details of which Change Proposals are driving CMOS and code changes, and details the individual costings of each Change Proposal to be implemented in future / standalone releases. Please note these costs are subject to change and depends on whether the Authority approves the Change Proposal for implementation, and the final agreed costs received by the Service Provider as part of the release package.

Standalone Code Releases (Code Only)							
Reference	Title	Code Impact	System Impact	Status	Assessment Cost	Implementation Cost	Total Cost
CPM007 & CPW029	GDPR and Data Protection Provisions Update	Yes	No	Awaiting Authority Decision	£70,000.00	£0.00	£70,000
CPM008 & CPW030	Market Performance Standards Review	Yes	No	Draft Recommendation	£0.00	TBC	TBC
CPW019	Alternative Eligible Credit Support	Yes	No	In Assessment	£16,000.00	TBC	TBC
CPW018	Clarification of Unsecured Credit Allowance	Yes	No	To be Implemented 23 rd April 2018	£0.00	£0.00	£0.00
CPM006	Introducing a process for Urgent Change Proposals	Yes	No	Initial Written Assessment	£0.00	£0.00	TBC

March 2018 Release 4.0 (Code Only)							
Reference	Title	Code Impact	System Impact	Status	Assessment Cost	Implementation Cost	Total Cost
CPW031	Extending the new connection suspension period	Yes	No	Awaiting Implementation	£0.00	£0.00	£0.00
CPW023	Market Entry and Re-assurance WRC	Yes	No	Awaiting Authority Decision	£0.00	£0.00	£0.00

May 2018 (Release 4.0)							
Reference	Title	Code Impact	System Impact	Status	Assessment Cost	Implementation Cost	Total Cost
CPW014	CSD 0301 Updates	Yes	Yes	Awaiting Implementation	£0.00	£9,193.00	£9,193.00
CPW022	Requesting a new connection SPID or entry change of use SPID when the retailer is unknown	Yes	Yes	Awaiting Implementation	£0.00	£107,000.00	£107,000.00
CPW027	QC Error Code	Yes	Yes	Awaiting Authority Decision	£0.00	£19,675.00	£19,675.00
Implementation & Governance costs							£26,144.00
Total cost to implement Release 4.0							£162,700.00

June 2018 Release (Code Only)							
Reference	Title	Code Impact	System Impact	Status	Assessment Cost	Implementation Cost	Total Cost
CPW010	Emergency Contact Details	Yes	No	In Assessment	£0.00	TBC	TBC

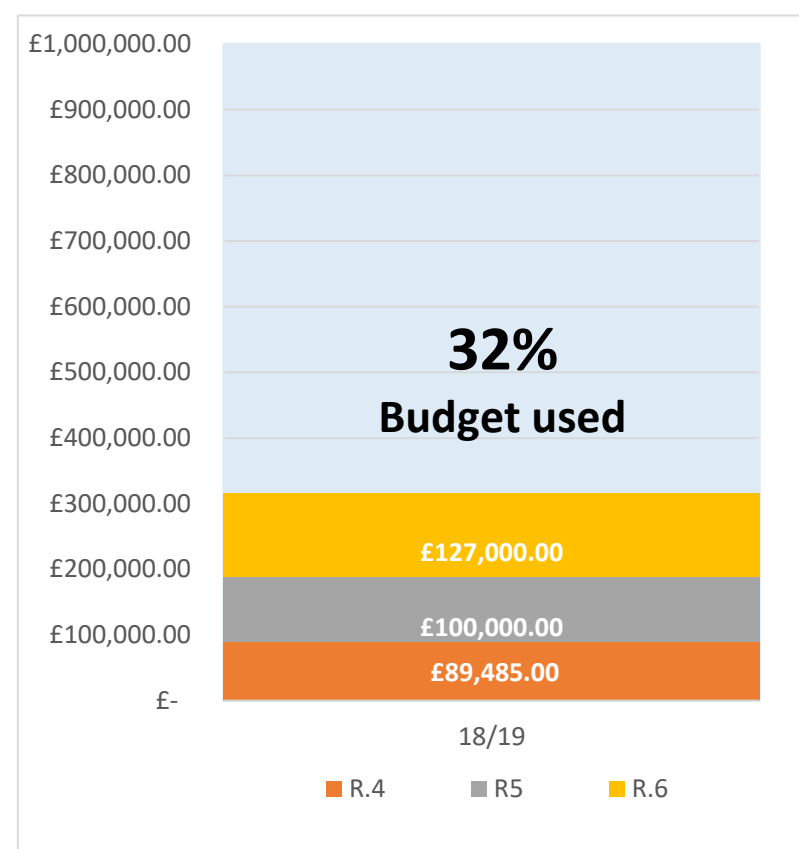
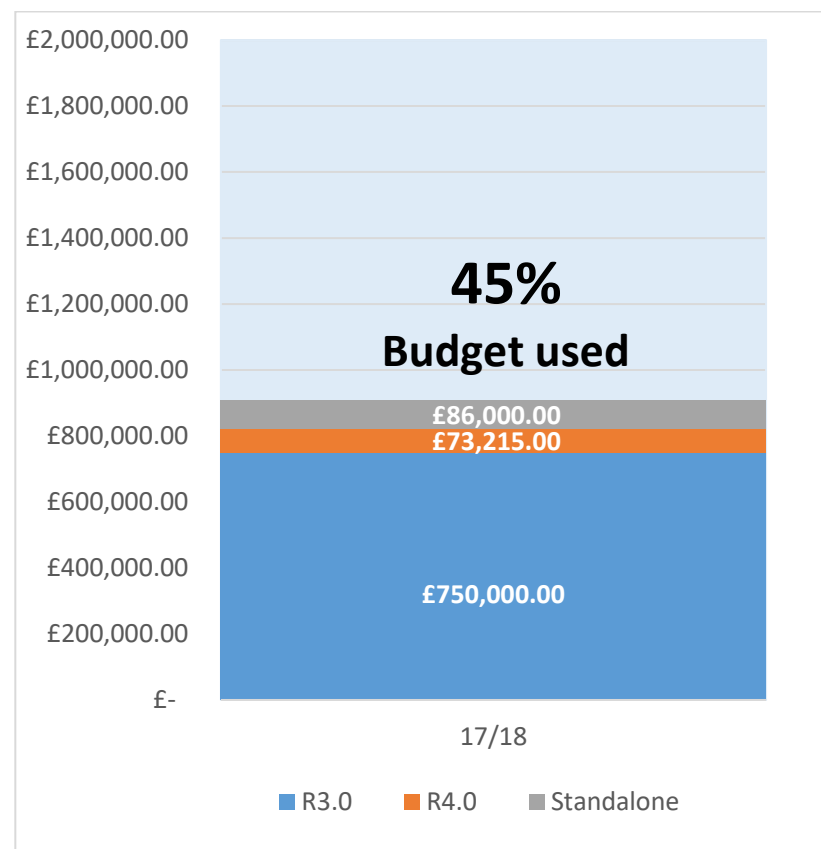
September 2018 (Release 5.0)							
Reference	Title	Code Impact	System Impact	Status	Assessment Cost	Implementation Cost	Total Cost
CPW026	Removing SPID version design	Yes	No	Draft Recommendation	£0.00	£0.00	TBC
CPW028	Unpaired SPIDs	Yes	Yes	Draft Recommendation	£0.00	High £100k +	TBC
CPW032	Amend H/04 form to clarify tariff effected date	Yes	No	In Consultation	£0.00	£0.00	TBC

CPW033	Meter Effective to Date Field in MDS_METER Report	Yes	Yes	Initial Written Assessment	£0.00	TBC	TBC
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March 2019 (Release 6.0)							
Reference	Title	Code Impact	System Impact	Status	Assessment Cost	Implementation Cost	Total Cost
CPW025	Use of TCORRs on inactive data entities	Yes	Yes	In Assessment	£0.00	£127K	TBC

Appendix D - Current Budget Usage

The diagram below indicates the current usage of the allocated budget amount for assessing and implementing changes in the financial period of 2017/18 and the forecasted 2018/19 budget. This diagram also details the accumulated percentage of the budget currently signed off from previous releases.



Note: Due to the deferral of Release 4.0, the cost for this release has been apportioned from both the 2017/2018 and 2018/2019 change budgets due to the payment milestones falling in both financial periods.

*The anticipated costs for Releases 5.0 and 6.0 have not been finalised and are subject to change as Change Proposals are allocated to these releases.