
Change Report

Meeting Name:	Panel
Paper Number:	P18_02
Meeting Date:	24 April 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 14 March 2018 and 10 April 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 14 March 2018 and 10 April 2018.

Panel Change	Title	Status	Update
CPW010	Emergency Contact Details	In Assessment	The working group are currently considering a working practice document to accompany the Change Proposal. The draft Recommendation Report will be provided at the May 2018 Panel meeting.
CPW014	CSD 0301 Updates	Awaiting Implementation	Awaiting implementation on 18 May 2018 as part of CMOS Release 4.0.
CPW018	Clarification of Unsecured Credit Allowance	Awaiting Implementation	Awaiting implementation on 23 April 2018.
CPW019	Alternative Eligible Credit	In Assessment	Assessment work is currently being undertaken by the Proposer and Panel Sub-Group, and the draft Recommendation Report will be provided at the May 2018 Panel meeting.
CPW022	New Connection Retailer Unknown	Awaiting Implementation	Awaiting implementation on 18 May 2018 as part of CMOS Release 4.0.
CPW025	Extending TCORR Functionality for Inactive Data Items	Awaiting Authority Decision	On 4 April 2018, the Recommendation Report was issued to the Authority with a recommendation to approve the implementation of CPW025.
CPW026	Removing SPID version design	Awaiting Authority Decision	On 2 March 2018, the Recommendation Report was issued to the Authority with a recommendation to approve the implementation of CPW026.
CPW027	QC Error Codes	Awaiting Implementation	Awaiting implementation on 18 May 2018 as part of CMOS Release 4.0.
CPW028	Unpaired SPID	Awaiting Implementation	On 28 March 2018, the Authority published its decision to implement CPW028 on 28 September 2018.
CPM008	Review of Market Performance Standards	Awaiting Authority Decision	On 6 March 2018, the Panel Recommendation Report was issued to the Authority with a recommendation to approve the implementation of CPM008.

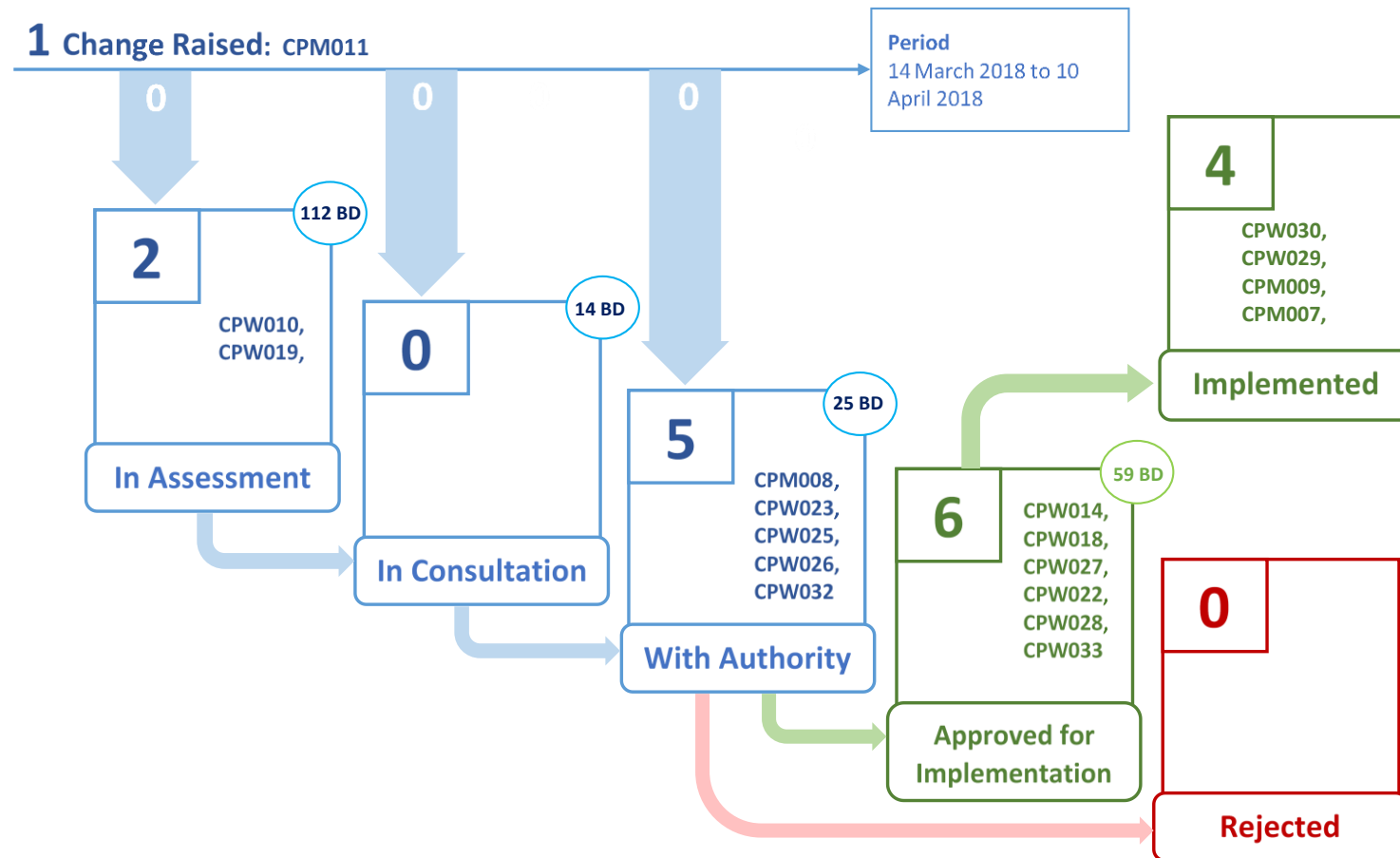
CPW032	Amend H/04 form to clarify tariff effected date	Awaiting Authority Decision	On 4 April 2018, the Recommendation Report was issued to the Authority with a recommendation to approve the implementation of CPW032.
CPW033	Meter Effective to Date Field in MDS_METER Report	Awaiting Implementation	On 28 March 2018, the Authority published its decision to implement Change Proposal CPW033 on 28 September 2018.
CPM006	Introducing a process for Urgent Change Proposals	Initial Written Assessment	This Change Proposal will be revisited as part of the Panel strategy session in April 2018 where improvements to the Change Process will be discussed.
CPM010	Amendments to the Retailer Board Nomination Process	Awaiting Authority Decision	On 6 April 2018, the Panel Recommendation Report was issued to the Authority with a recommendation to approve the implementation of CPM010.

2. Newly raised Change Proposals

Title	Reference	Summary	Proposer
CPM011	MOSL invoice and payment terms	This Change Proposal seeks to introduce a consistent invoice date for all MOSL related charges as they are currently variable. This Proposal also seeks to revise MOSL payment terms from 10 business days prior to the start of the month to 10 business days from the date of invoice.	MOSL

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 14 March 2018 and 10 April 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	18 May 2018	01 Jun 2018	28 Sep 2018	01 Dec 2018	17 May 2019
Projected software release version	R4.0	Code Only	R5.0	Code Only	R6.0
Release Details	3 WRC Change Proposals 0 MAC change Proposal	0 WRC Change Proposal 0 MAC change Proposal	6 WRC Change Proposals 1 MAC change Proposal	0 Change Proposals 0 MAC change Proposal	0 WRC Change Proposals 0 MAC change Proposal
*Gate Closure for System Approval	30 Nov 2017	N/A	31 Mar 2018	N/A	31 Oct 2018
Cost of release	**£162,700	TBC	£371,381	TBC	TBC
Status	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
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	May-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.	TEIC	May-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	May-18	Sep-18 (Release 5.0)
Error Codes Updates	This Change Proposal seeks to update the Error Codes table in CSD 0301 to align with the Error Codes spreadsheet.	MOSL	May-18	Standalone
Tariff Report Updates	This Change Proposal seeks to add Tariff Standing Data to the Tariffs Report, to display only applicable Charging Elements, and introduces clarificatory elements.	MOSL	Jun-18	May-19 (Release 6.0)
Panel Governance Improvements	The Change 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	Jun-18	Sep-18 (Release 5.0)

CSD 0301 to enhance CMOS	This Change 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	May-19 (Release 6.0)
CSD 0101 & 0105 to enhance CMOS	This Change Proposal provides enhancements to the process of registering SPIDs. In addition introduces enhancements to CSD 0105 and introduces additional functionality with respect to certain TCORRs.	MOSL	Jul-18	May-19 (Release 6.0)
Panel Nomination Process	This Change 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	This Change Proposal seeks to introduce a self-governance process and materiality guidance to ensure that only those changes determined as material would require Authority decision.	MOSL	TBC	2019
Method to estimate transfer reads and Disputed Read process	This Change Proposal seeks to see the method Retailers use to estimate transfer and disputed reads.	Water-Plus	TBC	2019
Welsh Border	This Change 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 Change Proposal seeks to align the WRC to the Ofwat leakage and drought payment policy.	Ofwat	TBC	2019

	Central System Impacting Changes
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Appendix C – Release, Scope and Cost Breakdown

The following section provides details of which Change Proposals are driving CMOS and code changes, the individual costings of each Change Proposal and when they will be implemented. Please note these costs are subject to change and depends on whether the Authority approves the Change Proposal, 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
CPW030	Market Performance Standards Review	Yes	No	Implemented 30 th March 2018	£0.00	£28,800	£28,800
CPM008	Market Performance Standards Review	Yes	No	Awaiting Authority Decision	£0.00	£0.00	£0.00
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	TBC	TBC
CPW019	Alternative Eligible Credit Support	Yes	No	In Assessment	*£16,000.00	TBC	TBC

Please note: The assessment cost of CPW019 has been allocated to the 2017/2018 change budget in Appendix D, on the basis the assessment work was carried out this financial year.

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 Implementation	£0.00	£19,675.00	£19,675.00
Implementation & Governance costs							£26,144.00

Total cost to implement Release 4.0

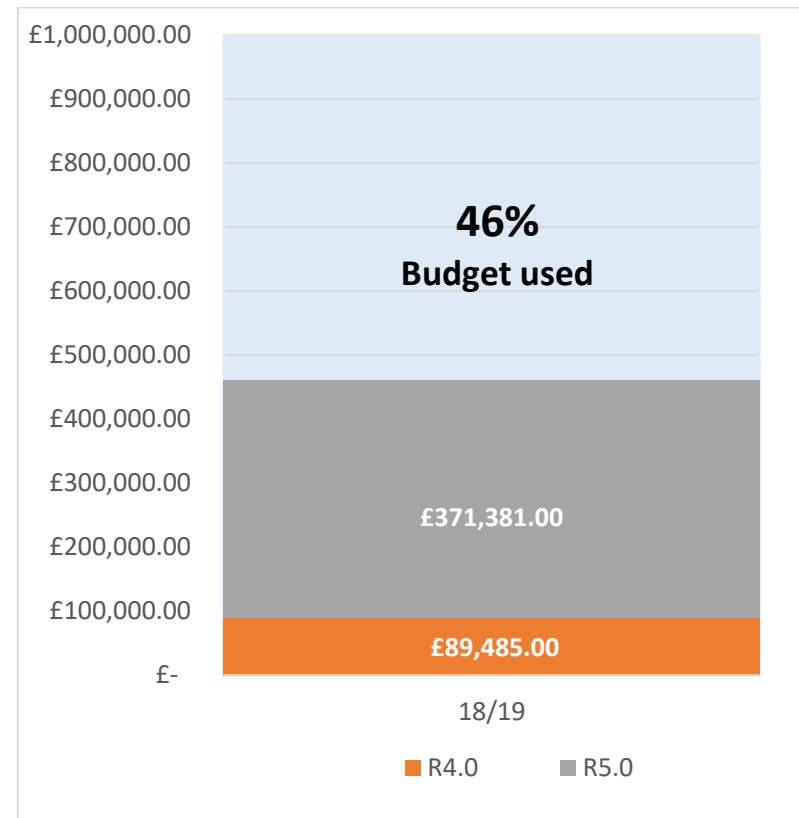
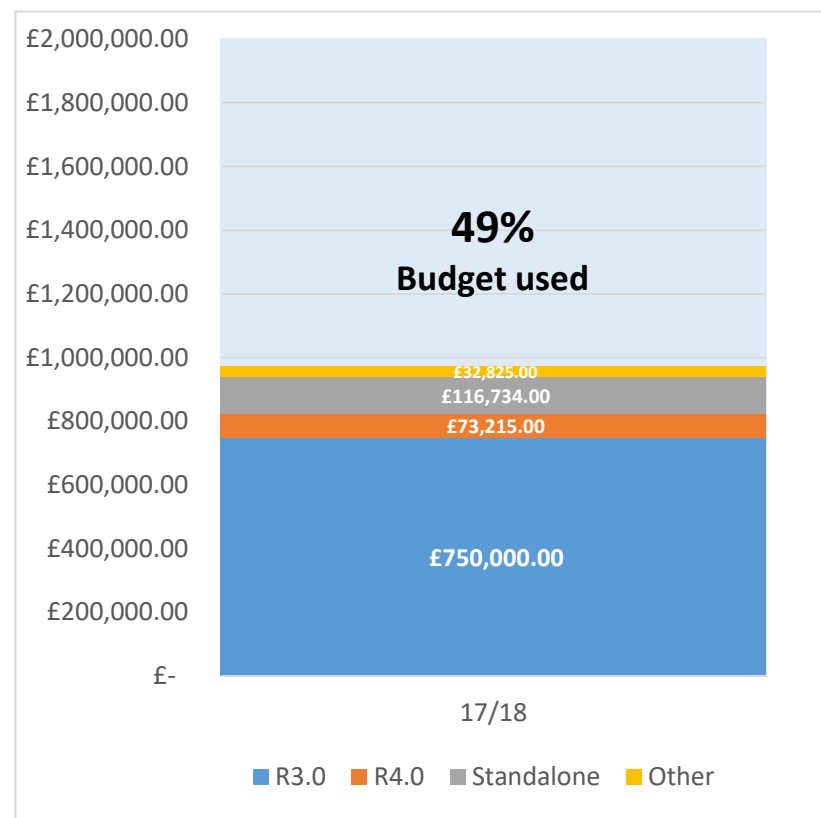
£162,700.00

September 2018 (Release 5.0)							
Reference	Title	Code Impact	System Impact	Status	Assessment Cost	Implementation Cost	Total Cost
CPM011	MOSL invoices and payment terms	Yes	No	Initial Written Assessment	£0.00	£0.00	£0.00
CPW010	Emergency Contact Details	Yes	No	In Assessment	£0.00	£0.00	£0.00
CPW025	Use of TCORRs on inactive data entities	Yes	Yes	Awaiting Authority Decision	£0.00	£127,000	TBC
CPW026	Removing SPID version design	Yes	No	Awaiting Authority Decision	£0.00	£0.00	£0.00
CPW028	Unpaired SPIDs	Yes	Yes	Awaiting Implementation	£0.00	£234,250	TBC
CPW032	Amend H/04 form to clarify tariff effected date	Yes	No	Awaiting Authority Decision	£0.00	£0.00	£0.00
CPW033	Meter Effective to Date Field in MDS_METER Report	Yes	Yes	Awaiting Implementation	£0.00	£10,131.00	TBC

Please note: The total cost for Releases 5.0 has not been finalised and is still being negotiated with the service provider. An update will be providing at a future Panel meeting.

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 periods of 2017/18 and 2018/19. This diagram also details the accumulated percentage of the change budget currently allocated to releases. 'Other' includes costings for Panel branding and new member system adjustment which is charged by the service provider.



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 have not been finalised and are subject to change as Change Proposals are allocated to these releases.