

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 ■

General Details

Change Reference:	XRN6081		
Change Title:	Meter Read Service Improvements		
Date Raised:	29/04/2026		
Sponsor Representative Details:	Organisation:	Xoserve	
	Name:	James Barlow	
	Email:	James.barlow@xoserve.com	
	Telephone:	0121 229 2802	
	Name:	N/A	
	Email:	N/A	
	Telephone:	N/A	
	Business Owner:		
Change Status:	<input checked="" 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

Impacted Parties

Change Reference:	<input checked="" type="checkbox"/> Shipper	<input checked="" type="checkbox"/> Distribution Network Operator
	<input type="checkbox"/> NG Transmission	<input type="checkbox"/> IGT
	<input type="checkbox"/> All	<input type="checkbox"/> Other <Please provide details here>

Justification for Customer Class(es) selection:

The coverage of this change proposal is around meter reads and how reconciliation values are calculated following their receipt. As such, it is foreseen that the impacted parties would be Shippers and DNs.

Proposer Requirements / Final (redlined) Change

Problem Statement:

A group of process inconsistencies have been identified within the meter read and reconciliation process resulting in inaccurate reconciliation values being invoiced to customers.

Change Description:

Subsequent Change Proposals will be raised to address issues identified in the meter read and reconciliation processes. These are:

Sub Reference	Title
A	Fix Historic NDM Check to Check Reconciliation Periods - Tactical Solution
B	Reconciliation of Multiple Read Replacements – Historic Reporting and Tactical Solution
C	NDM Check to Check Reconciliation – Enduring Solution
D	Reconciliation of Multiple Read Replacements – Enduring Solution
E	Read Inserted Prior Expected Class 4 Opening Read - Volume and Energy Calculation
F	Read Validation where no Actual Read Present in Previous Class Period
G	Reconciliation of Class Change with subsequent Shipper Transfer and Class Change

	H	RGMA Read Validation where Site Flagged as AMR	
	I	NDM Opening Read Estimation Based on Read with a Positive Through The Zero Count	
	J	Twin Stream Volume Aggregation	
	<p>These items were presented to Change Management Committee (ChMC) on 8th April 2026.</p> <p>This Change Proposal will act as a parent to group the individual Change Proposals and as a central point of reference for customers.</p>		
Proposed Release:	Various – To be confirmed during development of individual changes.		
Proposed Consultation Period:	<input checked="" type="checkbox"/>	10 Working Days	<input type="checkbox"/>
	<input type="checkbox"/>	20 Working Days	<input type="checkbox"/>
			15 Working Days
			Other [specify here]

Benefits and Justification

Benefit Description:	Reconciliation accuracy will be improved, ensuring right first time billing and invoicing and remove the need for additional manual effort, from customer and CDSP, to investigate and resolve inaccuracies.
	<i>What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?</i>
Benefit Realisation:	On Implementation of each related change proposal.
	<i>When are the benefits of the change likely to be realised?</i>
Benefit Dependencies:	None identified

	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.
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Service Lines and Funding

Service Line(s) Impacted - New or existing:	Service Area 4 – Meter Read / Asset processing		
Level of Impact:	Major/ Minor/ Unclear/ None		
If None please give justification:	Services and functionality are not expected to be changed but brought in line with expected behaviours and customer outputs.		
Impacts on UK Link Manual/ Data Permissions Matrix:	N/A		
Level of Impact:	Major/ Minor/ Unclear/ None		
If None please give justification:	N/A		
Funding Classes:	Customer Classes/ Funding	Delivery of Change	On-going Budget Amendment
	<input checked="" type="checkbox"/> Shipper	33 %	N/A
	<input type="checkbox"/> National Gas Transmission	XX %	XX %
	<input checked="" type="checkbox"/> Distribution Network Operator	67%	XX %
	<input type="checkbox"/> IGT	XX %	N/A
	<input type="checkbox"/> Other [please specify]	XX %	XX %
ROM or funding details:			
Funding Comments:	Any changes that require funding to deliver an agreed solution are proposed to be funded in line with the related Service Area (Service Area 4) – this aligns to the DSC Budget and Charging Methodology provisions.		

Version Control

Document

Version	Status	Date	Author(s)	Remarks
0.1	Initial Draft	21/04/2026	James Barlow	For Peer Review