

# **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:	XRN 5167				
Change Title:	Report Produc	t Class	4 Read Performance (N	/IOD 672)	
Date Raised:	01/05/2020				
	Organisation :	Scottish Power			
Sponsor Representative	Name:	Stepha	anie Clements		
Details:	Email:	Stepha	anie.clements@scottish	power.com	
	Telephone:	0141 614 8775			
	Name:	Fiona Cottam			
Xoserve	Email:	Fiona.cottam@xoserve.com			
Representative Details:	Telephone:	0121 229 2199			
	Business Owner:				
Change Status	Proposal		⊠ With DSG	$\Box$ Out for Review	
Change Status.	Change Status:		□ Approved	□ Rejected	

#### **A2: Impacted Parties**

	⊠ Shipper	□ Distribution Network Operator		
Customer Class(es):	□ NG Transmission	□ IGT		
. ,		□ Other		
Justification for Customer Class(es) selection	Reports will present performance by Shippers with live portfolio in Class 4.			

#### A3: Proposer Requirements / Final (redlined) Change

Problem Statement:	At present there are read submission performance targets set out in the UNC TPD Section M and these target a percentage of sites for which a read should be submitted. The risk is that if there are larger sites where a read is not received, those will be contributing more to Unidentified Gas (UIG) even though the Shipper may be achieving the read submission target. There is currently insufficient reporting detail to show performance against overall portfolio and no target
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n M that shippers should				
achieve. UNC Modification 0672 seeks to reduce Unidentified Gas (UIG) volume by providing a target for read submission performance for Product Class 4 sites against overall portfolio. The modification proposes to target and measure performance against an agreed percentage for energy reconciled after a defined period. This change seeks to provide PAC with an un-anonymised report which will enable them to target shippers whose performance is below the target threshold.				
nay be required upon ing reports should be eport Register.				
Performance Assurance hedule 2.A Anonymised ed Report.				
(Note: whilst the Draft Modification Report only describes an Anonymised Report, the DMR also states "This reporting will be shared with PAC on a monthly basis at an un-anonymised level." (Section 5: Solution). Hence a Schedule 2.B Unanonymised Report must also be developed and published.)				
nce as Percentage of AQ Read				
sion performance as a				
io AQ				
letermined following C Modification 0672)				
erformance in managing their omission for Class 4 supply set out in the UNC Related overall AQ Portfolio Read in				
nd whether required UNC e being met. The report should cross all market participants				
e report tifier ling and by Meter Read type AQ without a meter reading for either one month or 12 months)				
tifier atus (whether a Smart/advanced as defined in UNC)				
imal place				
w, provided monthly				
ere was a change of Shipper or Smart or Advanced meter was in the calendar month.				
d. IGT sites are included.				



		report is pi			s possible	e after the	е
Frequency of the		end of the calendar month Monthly					
report		-					
Sort criteria (alphabetical	Pee	r Comparis	on Identif	ier alphai	betically		
ascending etc.)							
History/background	067	uirement ir 2 obligatior		to suppo	ort UNC N	lodificati	on
Additional commen	ts						
Estimated development costs							
Estimated ongoing							
costs							
Percentage of Supp duration Sub-category	ly Point A	Q without a	n accepte	d meter Month	reading fo	or the red	quirec
		x+1	x+2	x+3	x+4	x+5	
Identifier A	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0
Identifier B etc	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0
Industry Total	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0
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	Number roundin convention	ng	Percentag	je to one d	ecimal pla	ace		
	History (e.g. report builds month on month)		A Rolling 12 month view, provided monthly					
	Rules governing treatment of dat inputs (actual formula/specific	where an fitted for the	excluded if "operationane first time	al" Smart e in the ca	or Advan alendar m	iced meter ionth.		
	to prepare the re	εροπ)	The repor	are exclud t is prepare	ed as soo			r the
	Frequency of the report	е	end of the Monthly	calendar r	nonth			
	Sort criteria (alphabetical ascending etc.)		Shipper S	hortcode a	lphabetic	ally		
	History/backgro		Requirem 0672 oblig	ent introdu gations	ced to su	pport UN	C Modific	cation
	Additional comments Estimated development costs Estimated ongoing costs							
	Percentage of Suduration			-			-	
	Sub-category	Month	x+1	Month x+2	Month x+3	Month x+4	Month x+5	Etc.
	Shipper A Shipper B etc	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
	Industry Total	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
	<ul> <li>Separate report pages for:</li> <li>a) Percentage of monthly read AQ for sites &gt;293,000 kWh which were without a reading for more than a month</li> <li>b) Percentage AQ for sites &lt;293,000 kWh with SMART/AMR (where an Operational Smart Meter is fitted or an Advanced Meter is flagged as being present at the Supply Meter Point) which were without a reading for more than a month</li> <li>c) Percentage annually read AQ for sites &lt;293,000 where neither an Operational Smart Meter is fitted or an Advanced Meter is flagged as being present at the Supply Meter Point) which were without a reading for more than a month</li> <li>c) Percentage annually read AQ for sites &lt;293,000 where neither an Operational Smart Meter is fitted or an Advanced Meter is flagged as being present at the Supply Meter Point which were without a reading for more than 12 months</li> </ul>						e an I as ading for I I as ding for	
	Release to be confirmed but expect this to be delivered outside of a Major Release							
Proposed Release:				· 				de or a
Proposed Release: Proposed Consultation Period:		e Days			15 Work	ing Day	/S	

### A4: Benefits and Justification

	By providing better insight to PAC, this will allow PAC to target
	better meter read performance across Shippers and customer
Benefit Description:	types, in AQ terms, rather than just percentage of Supply Meter
Denenii Description.	Points. This should help to reduce the levels, volatility and
	unpredictability of UIG, reduce uncertainty in estimation and
	improve the accuracy of cost targeting.



	What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?
Benefit Realisation:	Three to six months post-delivery, depending on performance levels and need for PAC/PAFA to engage with Shippers to improve performance.
Benefit Dependencies:	When are the benefits of the change likely to be realised?None (other than dependency on PAC to meet, review the reports and request PAFA to take action where required).As PAC already sees similar reports with anonymisation, these reports should be progressed regardless of the outcome of the Modification. In other words, even if the targets described in 0672 are not implemented, PAC wishes to see unanonymised statistics on the percentage of AQ at risk due to lack of meter readings, in order to focus performance improvement measures where they can be most beneficial. Ownership of the PARR now sits with PAC and UNCC, so they can introduce new reports without the need for a UNC Modification.Please detail any dependencies that would be outside the scope of the change, 

## 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	Existing: DS-CS SA3 – 11: Performance Assurance - provision of information to the Performance Assurance Framework Administrator				
Level of Impact	Minor				
If None please give justification	N/A				
Impacts on UK Link Manual/ Data Permissions Matrix	These reports will be at summary level only and will not include any Supply Meter Point level data, so there is no Data Permissions impact.				
Level of Impact	Minor				
If None please give justification	N/A				
	Customer Classes/ Funding	Delivery of Change	On-going Budget Amendment		
	🛛 Shipper	100 %	XX %		
Funding Classes	□ National Grid Transmission XX % XX %				
	Distribution Network Operator	XX %	XX %		
	🗆 IGT	XX %	XX %		
	□ Other <please specify=""></please>	XX %	XX %		
ROM or funding details:	https://gasgov-mst-files.s3.eu-west-1.amazonaws.com/s3fs- public/ggf/book/2019- 11/ROM%20Response%200672%20CRN5043%20V1.0.pdf				



Funding Comments: Service is 100% Shipper funded based on the Service Area

#### A7: ChMC Recommendation

Change Status:	□ Approve □ Reject			□ Defer
Industry Consultation:	□ 10 Working Days		□ 15 Working Days	
	20 Working Days		Other [Specify Here]	
Expected date of receipt for responses (to Xoserve)	XX/XX/XXXX			

DSC Consultation Issue:		🗆 No
Date Issued:	Click here to enter a date.	
Comms Ref(s):		
Number of		
Responses:		

#### **A8: DSC Voting Outcome**

	□ Shipper			Please select.		
Solution Voting:	National Grid Transmission			Please select.		
Solution voting.	🗆 Distributi	ion Network (	Please select.			
	□ IGT			Please select.		
Meeting Date:	Click here to	o enter a dat	e.			
Release Date:	Release: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY or NA					
Overall Outcome:	□ No	□ Yes	If [Yes] please specify <release></release>			

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



## **Version Control**

#### **Document**

Version	Status	Date	Author(s)	Remarks
V1	With DSG	14/05/20	Rachel Taggart	Updated with the outcome from May ChMC meeting.
V2	Implemente d	07/10/2020	Chan Singh	Implemented and delivered via DDP Drop 8

## Template

Version	Status	Date	Author(s)	Remarks
3.0	Supersede d	17/07/2018	Emma Smith	Template approved at ChMC on 11th July 2018
4.0	Supersede d	07/09/2018	Emma Smith	Minor wording amendments and additional customer group impact within Appendix 1
5.0	Supersede d	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 <sup>th</sup> December 2018.
6.1	In Draft	26/03/2019	Richard Johnson/ Alison Cross	<ul> <li>The following minor changes were made: <ul> <li>Inclusion of an All</li> <li>'Impacted Parties' option in A2</li> <li>Justification section added to section A2</li> <li>Change Description replaced with Problem Statement in section A3</li> <li>Remove 'X' in Release information (sections A3, A5, A7, C1 and G8)</li> <li>Updated Service Line and UK Link impacts and funding section (A6) to include further detail</li> <li>Amended questions 3 and 4 in section B</li> <li>Added Service Line/UK link Assessment in section A5</li> </ul> </li> </ul>
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 <sup>th</sup> June 2019
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