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:	XRN5482	
Change Title:	Replacement of reads associated to a meter asset technical details change or update (RGMA)	
Date Raised:	22/02/2022	
Sponsor Representative Details:	Organisation:	Scottish Power
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Xoserve Representative Details:	Name:	James Barlow
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	Business Owner:	
Change Status:	☐ Proposal	☐ With DSG	☐ Out for Review
	☐ Voting	☒ Approved	☐ Rejected

A2: Impacted Parties

Customer Class(es):	☒ Shipper	☐ Distribution Network Operator
	☐ NG Transmission	☐ IGT
	☐ All	☐ Other <Please provide details here>
Justification for Customer Class(es) selection	Under Unified Network Code (UNC) Shipper Users are responsible for updating the Supply Point Register with any known meter technical detail (MTD) changes or updates and, to provide and maintain reads for Meter Point Reference Numbers (MPRNs) in their ownership.	

A3: Proposer Requirements / Final (redlined) Change

Problem Statement:	Shippers are required to provide MTD updates to the Central Data Service Provider (CDSP), the recognised route for this being Retail Gas Metering Arrangement (RGMA) files, JOB and UPD. The originating source of these MTD updates being the Meter Asset Manager (MAM)/Meter Equipment Manager (MEM), where they have completed an onsite activity (install, exchange or removal) or have

	found an inconsistency between the MTD they have issued to the Supplier, which is subsequently passed to the Shipper, and those at the site. The supplied MTDs should also include a read, for each metering asset, where there has been a physical action at site and, as such, these are used in downstream settlement processes by the CDSP (for an update (UPD) the read is not mandatory and, if not supplied to the CDSP the CDSP will issue an estimate). The reads provided via the RGMA process, or estimated as a result, cannot currently be replaced within the Supply Point Register. It has been highlighted that the RGMA files provided to Shipper Users may not always include the reads required or, those that are included, may be found to be incorrect. As the population of the source files is, in most cases, data manually obtained and entered, there is scope for human error. It is also noted that the accuracy of a read estimated by the CDSP, as a result of one not being provided within a UPD, is dependent upon the read history at the given Supply Meter Point (SMP) within the Supply Point Register. As stated above, these reads cannot be replaced, even where identified as being incorrect, which can lead to issues in settlement that can only be resolved through the consumption adjustment process which has a high level of manual effort, for both the Shipper User and the CDSP. Where the issue of an incorrect, or inaccurate, RGMA read is identified as a result of a Shipper transfer, this could result in inaccurate final and opening billing, to the end consumer, and a large delay in being able to correct this.
Change Description:	This change has been raised to investigate and develop the mechanism for Shipper Users to be able to replace an RGMA related read, actual or estimated, where that read is for a read date within their period of ownership. It is expected that any processes being proposed would align to the existing Updated Meter Read process which currently allows Shipper Users to update any read within their period of ownership, on or after the Code Cut Off Date (Line In the Sand (LIS)), not created as a result of an RGMA transaction. All Updated Meter Reads should continue to be subject to defined validations.
Proposed Release:	TBC
Proposed Consultation Period:	☒ 10 Working Days ☐ 15 Working Days ☐ 20 Working Days ☐ Other [Specify Here]

A4: Benefits and Justification

Benefit Description:	Shipper Users will be provided with the mechanism to correct inaccuracies in the read history through established processes, aiming to reduce the need for manual effort and time required to process a consumption adjustment. This will also aim to minimise the risk of read data issues being passed on to subsequent Shipper Users, following a transfer of ownership, making them increasingly difficult to resolve and, in turn, improve the end consumer switching experience.

CP_V7.0	There may also be an improvement to general read quality within the Supply Point Register and related systems, as an incorrect RGMA related read that is preventing a later actual from being submitted could be corrected. As the change will support Shipper Users in ensuring SMP read histories are correct this will, potentially, improve consumption and Annual Quantity (AQ) data and, subsequently, the share of Unidentified Gas (UiG). *What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?*
Benefit Realisation:	Immediately following implementation, where an RGMA read on the Supply Point Register requires replacement. To enable earlier process improvements and potential benefit realisation, it may be possible for parties to seek improvements in the RGMA process prior to data being issued to the CDSP i.e. ensuring that complete and accurate data is issued from the MAM/MEM to the Supplier and this is, subsequently, passed to the Shipper. (This would be the responsibility of the parties involved in that process under the Retail Energy Code (REC) and is not within scope of this change.) *When are the benefits of the change likely to be realised?*
Benefit Dependencies:	Ability of Shipper Users to process replacement reads and engagement between Shipper Users to correct historic data following transfers. *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.*

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	**DS-CS SA4 – 03** - Maintenance of the Supply Point Register with regards to Meter Information Notification, Meter Information Update Notification, or Retrospective Data Update Notification **DS-CS SA4 – 16** - For Class 2 Supply Meters, the validation of a Meter Reading, a Check Read or an Updated Meter Reading **DS-CS SA4- 17** - For Class 3 and 4 Supply Meters, the validation of a Meter Reading, a Check Read or an Updated Meter Reading
Level of Impact	None
If None please give justification	Change seeks to allow replacement of a meter read with a specific source. Updated meter reads are covered by the provided service lines, which are not read source specific.
Impacts on UK Link Manual/ Data Permissions Matrix	None
Level of Impact	None

	Customer Classes/ Funding	Delivery of Change	On-going Budget Amendment
If None please give justification	No new data items are proposed to be processed		
Funding Classes:	☒ Shipper	33%	XX %
	☐ National Grid Transmission	XX %	XX %
	☒ Distribution Network Operator	67 %	XX %
	☐ IGT	XX %	XX %
	☐ Other <please specify>	XX %	XX %
ROM or funding details:			
Funding Comments:			

A7: ChMC Recommendation – Initial Review

Change Status:	☒ Approve	☐ Reject	☐ Defer
DSC Consultation Issue:	☐ Yes		☒ No

A8: DSC Voting Outcome

Solution Voting:	☒ Shipper	Please select.
	☐ National Grid Transmission	Please select.
	☒ Distribution Network Operator	Please select.
	☐ IGT	Please select.
Meeting Date:	07/12/2022	
Release Date:	TBC	
Overall Outcome:	☐ No ☒ Yes	If [Yes] please specify <Release>

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

Section C: DSG Discussion

C1: Delivery Sub-Group (DSG) Recommendations

DSG Date:	21/03/2022
DSG Summary:	James Barlow gave a brief overview of the Change Proposal (CP) and added that the objective of this change is to identify a solution to be able to replace RGMA reads. The CP has gone into the capture phase and Xoserve will be looking to gather requirements and take it through to identify high level solutions. The intention is to bring customer requirements back for review at DSG in the next 1 to 2 months. PO confirmed this change is being treated as a priority Shipper change, recognising the benefits that it introduces to Shipper customers. Patricia Parker (PP) asked if there was a time frame for the requirements gathering phase. PO noted this phase will take around 2-3 months to complete to a high level. Once this is complete, it will allow customers to decide on how to take this change forward.
Capture Document / Requirements:	<Insert where appropriate>
DSG Recommendation:	☐ Approve / ☐ Reject / ☐ Defer
DSG Recommended Release:	Release: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY

Version Control

Document

Version	Status	Date	Author(s)	Remarks
1.0	CP Raised	23/02/2022	James Barlow	Awaiting approval from ChMC on 09/03/22
2.0	Initial review	10/03/2022	Molly Haley	ChMC approved into capture on 09/03/22
3.0	With DSG	04/05/2022	Chan Singh	CP updated with discussions from DSG 21st March 2022
4.0	Solution approved	09/12/2022	Kate Lancaster	ChMC approved the Solution 07/12/2022