Detailed Design Change Pack

# Communication detail

|  |  |
| --- | --- |
| Comm Reference: | 3418.1 - VO - KG |
| Comm Title: | XRN 5906 Extending the PC4 Read Submission Window (Mod0884) |
| Comm Date: | 15/09/2025 |

# Change Representation

|  |  |
| --- | --- |
| Action Required: | For Representation |
| Close Out Date: | 29/09/2025 |

# Change Detail

|  |  |
| --- | --- |
| Xoserve reference Number: | XRN 5906 |
| Change Class: | Functional change. |
| \*ChMC Constituency Impacted | Shipper, All Classes  Distribution Network Operators (DN)  Independent Gas Transporters (IGT)  \*Assumed impacted parties of the proposed change, all parties are encouraged to review |
| Change Owner: | [uklinkdelivery@xoserve.com](mailto:uklinkdelivery@xoserve.com) |
| Background and Context: | Modification 0884 seeks to amend the Product Class 4 read submission window outlined in UNC TPD M 5.9.4 to allow Shippers more than 25 Supply Point System Business Days (SPSBD) after the actual read date to submit a meter read for Settlement.  This change intends to amend the Class 4 read submission window for SMPs with a Market Sector Code (MSC) of ‘Domestic’ to 80 Supply Point System Business Days after the actual read date to submit a meter read to Central Systems.  It also intends to amend the Class 4 read submission window for SMPs with a MSC of ‘Industrial and Commercial’ to 45 Supply Point Systems Business Days after the actual read date to submit a meter read to Central Systems.  For reference, the UNC modification documentation is located [here](https://www.gasgovernance.co.uk/0884).  The extension of Class 4 Meter Read Window will enable Shippers to utilise a longer Class 4 read submission window. The change to meter read submission arrangements will apply equally to DN and IGT Supply Meter Points (SMPs). |

# Change Impact Assessment Dashboard

|  |  |
| --- | --- |
| Functional: | Meter Read, Reconciliation, Reporting(internal). |
| Non-Functional: | None. There are no non-functional aspects of XRN5906 that impact Customers. |
| Application: | UKLink. |
| User(s): | Shipper, All Classes  Distribution Network Operators (DN)  Independent Gas Transporters (IGT) |
| Other: | None. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Files | | | | |
| File | Parent Record | Record | Data Attribute | Hierarchy or Format Agreed |
| None | None | None | None | None |

# Change Design Description

|  |
| --- |
| 1. Introduction   This change will amend the UK Link design for Profile Class 4 Meter Reads.  The business rules that validate the current Profile Class 4 (PC4) Meter Read submission window, will be amended to validate a new extended PC4 Meter Read submission window, by Market Sector Code, as per Mod0884.  Additionally, new reports (internal to the CDSP), will be created to help the CDSP monitor PC4 Meter Read submissions, after go-live.   1. Change design description   2.1 Profile Class 4 Cyclic Meter Reads  2.1.1 Meter Read submission method(s) by the Customer/Shipper.  No changes to the Meter Read submission method, or format.  2.1.2 CDSP validation of submitted Meter Read  The Market Sector Indicator (MSC) will be introduced to the CDSP Meter Read validation process and will be used to assess which Meter Read submission window length to apply.  The MSC used for validation will be the prevailing MSC on the Meter Read date.  A Meter Read submission window length of 80 Supply Point System Business Days (SPSBDs) will be used for an MSC of Domestic.  A Meter Read submission window length of 45 Supply Point System Business Days (SPSBDs) will be used for an MSC of Industrial & Commercial.  2.1.3 CDSP acknowledgement/rejection of submitted Meter Read.  No changes to the method or format of the message.  2.2 Profile Class 4 Non-Daily Metered (NDM) Check-to-Check Reconciliation  2.2.1 NDM Check to Check Reconciliation  Currently, in certain cases, upon receipt of a Check Meter Read, the reconciliation process will wait for a 25 SPSBDs Meter Read window length to elapse in order to allow for any cyclic Meter Reads for the period to be submitted. This wait period will be changed so that there will be:   * A Meter Read submission window length of 80 Supply Point System Business Days (SPSBDs) for a Domestic MSC. * A Meter Read submission window length of 45 Supply Point System Business Days (SPSBDs) for an Industrial & Commercial MSC.   2.3 Configurability  2.3.1 The Meter Read submission window length for an MSC of Domestic will be configurable.  2.3.2 The Meter Read submission window length for an MSC of Industrial and Commercial will be configurable.  2.3.3 These Meter Read submission window parameter values\* will be used for both the Cyclic Reads process and the NDM Check-to-Check Reconciliation process.  \*Note: Changes to the Read submission window parameter values will require a future Modification.  2.4 Indirect impacts of this change  For information. As this change could allow more accepted PC4 Meter Reads over the longer submission window length, it follows that there will be an increase in the number of:   * Reconciliations (and associated Billings & Supporting information) * AQ calculations   2.5 Performance Assurance Committee (PAC) reporting  Note that the Performance Assurance Committee (PAC) have not required any new or amended reporting under Mod0884. |

Associated Changes

|  |  |
| --- | --- |
| Associated Change(s) and Title(s): | None |

DSG

|  |  |
| --- | --- |
| Target DSG Discussion Date: | 22nd September 2025 |
| Any further information: | None |

Implementation

|  |  |
| --- | --- |
| Target Release: | Feb. 2026 Major Release (*proposed)* |
| Status: | For Approval |

Industry Response Detailed design

«RangeStart:HDS»   
   
**Change Representation**

(To be completed by User and returned for response)

***Please consider any commercial impacts to your organisation that Xoserve need to be aware of when formulating your response***

|  |  |  |
| --- | --- | --- |
| User Contact Details: | Organisation: | «h1\_organisation» |
| Name: | «h1\_name» |
| Email: | «h1\_email» |
| Telephone: | «h1\_telephone» |
| Customer decision on Change Pack: | «h1\_userDataStatus» | |
| Commercial impacts: | «h1\_commercial\_impacts» | |
| Representation Publication: | «h1\_consultation» | |
| Representation Comments: | «h1\_userDataComments» | |

**Xoserve’ s Response**

|  |  |
| --- | --- |
| Xoserve Response to Organisations Comments: | «h1\_xoserveResponse» |

Please send the completed representation response to [uklink@xoserve.com](mailto:uklink@xoserve.com)

«RangeEnd:HDS»

Version Control

Document

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Version | Status | Date | Author(s) | Remarks |
| 0.1 | Draft | 22.08.2025 | Rajiv Patel |  |
| 1.0 | Final | 02.09.2025 | Rajiv Patel | Reviewed. |

Template

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Version | Status | Date | Author(s) | Remarks | Approved by |
| 1.0 | Approved | 09/03/2022 | Rachel Taggart | Detail Design Change Pack transferred to own document | Change Management Committee on 09/03/2022 |
| 1.1 | Approved | 25/04/2023 | Rachel Taggart | Updated with new font branding | Emma Smith |
| 1.2 | Updated | 14/08/2023 | Kate Lancaster | Updated with Representation tabs | N/A |
| 1.3 | For Approval | 21/07/2025 | Kate Lancaster | Updated branding | To be approved by ChMC |