

# 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:	<b>XRN 5887</b>		
Change Title:	DDP Release 6 2024/2025		
Date Raised:	30/01/2025		
Sponsor Representative Details:	Organisation:	Correla	
	Name:	James Hallam-Jones	
	Email:	James.Hallam-Jones@correla.com	
	Telephone:		
Xoserve Representative Details:	Name:	Paul Orsler	
	Email:	Paul.Orsler@xoserve.com	
	Telephone:		
	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

## A2: Impacted Parties

Customer Class(es):	<input checked="" type="checkbox"/> Shipper	<input checked="" type="checkbox"/> Distribution Network Operator
	<input type="checkbox"/> NG Transmission	<input checked="" type="checkbox"/> IGT
	<input type="checkbox"/> All	<input type="checkbox"/> Other <Please provide details here>
Justification for Customer Class(es) selection	Changes in scope for the release include those impacting the above parties	

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

Problem Statement:	The request for this Change Proposal is to ensure that there is visibility to ChMC of the changes within scope of DDP Release 6 2024/25 – this aims to provide transparency so the rationale of the priority being applied to DDP scope can be clearly understood.
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Change Description:	<p>Following prioritisation discussions at ChMC, in release/sprint 6 (February - March 2025), we intend to continue with the DDP changes to:</p> <p>DN's – DN Charging Improvements</p> <ul style="list-style-type: none"> <li>• Creating a view of AQ and SOQ summary by load band</li> <li>• Create a report that shows the charging movements for the top 15 Shippers, from the previous month as a percentage change.</li> <li>• (Stretch) Exclude any charge types with a status of 'Cancelled' from the invoicing dashboards.</li> <li>• (Stretch) Add off-line adjustments to the invoicing dashboards, giving a clear latest position.</li> </ul> <p>Shippers – AQ Data/Meter Read Rejections</p> <ul style="list-style-type: none"> <li>• Adding a view of prospective FYAQ (current Rolling AQ) in order to identify and mitigate risks attached to potentially erroneous values, ahead of the 1<sup>st</sup> December each year.</li> <li>• Create a report to see the breakdown of aged AQ as a percentage of the total portfolio, by age bucket and EUC.</li> <li>• Create a report showing the breakdown of portfolio data by the full EUC identifier. Giving a better view and understanding of AQ.</li> <li>• (Stretch) Add additional data attributes to the read rejection detail report. This will reduce effort to merge multiple reports</li> </ul> <p>IGTs – MDD Mismatch</p> <ul style="list-style-type: none"> <li>• Create a report that checks if the meter definition details (MDD) of each meter are correct, giving a view of valid vs invalid meters at portfolio and industry level. Reducing inaccurate industry billing.</li> </ul>	
Proposed Release:	Release: Ad-hoc	
Proposed Consultation Period:	<input type="checkbox"/> 10 Working Days	<input type="checkbox"/> 15 Working Days
	<input type="checkbox"/> 20 Working Days	<input checked="" type="checkbox"/> Other N/A For Information Only

#### A4: Benefits and Justification

Benefit Description:	<p>These features were requested by customers and are part of the DDP backlog, they have been prioritised by customers and agreed for delivery at ChMC. Each feature will give the user new insight into their business operations and industry processes, enabling them to operate more effectively.</p>
	<p><i>What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?</i></p>

Benefit Realisation:	The benefits are expected to be realised upon implementation.
	<i>When are the benefits of the change likely to be realised?</i>
Benefit Dependencies:	There are no benefit dependencies.
	<i>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.</i>

## 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	Expected to be covered within existing DSC Service Line for DDP reporting		
Level of Impact	None		
If None please give justification			
Impacts on UK Link Manual/ Data Permissions Matrix			
Level of Impact	None		
If None please give justification			
Funding Classes :	Customer Classes/ Funding	Delivery of Change	On-going Budget Amendment
	<input type="checkbox"/> Shipper	XX %	XX %
	<input type="checkbox"/> National Gas Transmission	XX %	XX %
	<input type="checkbox"/> Distribution Network Operator	XX %	XX %
	<input type="checkbox"/> IGT	XX %	XX %
	<input checked="" type="checkbox"/> Other <please specify>	XX %	XX %
ROM or funding details:			
Funding Comments:	Funded via annual DSC DDP change delivery costs, which forms part of the General Change Investment within BP24		

Please send the completed forms to: [uklink@xserve.com](mailto:uklink@xserve.com)

# Version Control

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## Document

Version	Status	Date	Author(s)	Remarks

## Template

Version	Status	Date	Author(s)	Remarks	Approved By
3.0	Superseded	17/07/2018	Emma Smith	Template approved at ChMC on 11th July 2018	Change Management Committee
4.0	Superseded	07/09/2018	Emma Smith	Minor wording amendments and additional customer group impact within Appendix 1	Emma Smith
5.0	Superseded	10/12/2018	Heather Spensley	Template moved to new Word template as part of Corporate Identity changes.	Emma Smith
6.0	Approved	12/12/2018	Simon Harris	Cosmetic changes made. Approved at ChMC on the 12 <sup>th</sup> December 2018.	Change Management Committee
6.1	In Draft	26/03/2019	Richard Johnson/ Alison Cross	The following minor changes were made: <ul style="list-style-type: none"> <li>- Inclusion of an All '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</li> </ul>	Change Management Committee

				<p>include further detail</p> <ul style="list-style-type: none"> <li>- Amended questions 3 and 4 in section B</li> <li>- Added Service Line/UK link Assessment in section D</li> <li>- Removed Section A5</li> </ul>	
6.2	For approval	14/05/2019	Alison Cross	Following review at DSC Governance review group re-added Change Description text box	Change Management Committee
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	Change Management Committee
7.1	Approved	03/03/2021	Rachel Taggart	Updated the email address of where to send new CP (page 3)	Emma Smith
7.2	Approved		Rachel Taggart	Updated CP VA version to be in line with the updates to VB.	Emma Smith
8.0	Approved	09/03/2022	Rachel Taggart	All Change Packs and response forms removed (sections B,D,E,G & H) Sections A7 & A8 removed. Section F removed	Change Management Committee on 09/03/2022
8.1	Approved	25/04/2023	Rachel Taggart	Updated with new font branding	Emma Smith