

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 5169		
Change Title:	UNMOD0722 (Urgent): Allow Users to submit Estimated Meter Reading during COVID-19		
Date Raised:	04/05/2020		
Sponsor Representative Details:	Organisation :	Gaz Prom	
	Name:	Steve Mulinganie	
	Email:	steve.mulinganie@gazprom-energy.co.uk	
	Telephone:	0000	
Xoserve Representative Details:	Name:	David Addison	
	Email:	David.Addison@Xoserve.com	
	Telephone:	000	
	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 type="checkbox"/> Distribution Network Operator
	<input type="checkbox"/> NG Transmission	<input type="checkbox"/> IGT
	<input type="checkbox"/> All	<input type="checkbox"/> Other [<If [Other] please provide details here>]
Justification for Customer Class(es) selection	Submission of reads by Shipper Users	

A3: Proposer Requirements / Final (redlined) Change

Problem Statement:	Currently Users are unable to submit Estimated Meter Readings other than estimated Proposing User Estimate Opening Meter Readings (M 1.5.2 (c) (iv) refers), on the assumption that Shippers will either be able to obtain meter readings through site visits, or from customers. Where such readings are not available, then the UNC requires that meter reads are obtained by the transporters under the must-read process.
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	<p>As a result of the COVID-19 pandemic, routine site visit activity has ceased. In addition, many sites are unoccupied as the premises are closed, and their customers are unable to obtain meter readings. Indeed, they may be potentially breaking the law if they attempt to do so.</p> <p>Though many sites are known to be not consuming gas, it is not possible under the terms of the UNC to provide Estimated Meter Readings. These means that these sites are not being reconciled to their true consumption.</p>	
Change Description:	<p>Users may submit an Estimated Meter Reading as an Actual Meter Reading where in the User's reasonable estimate, no Actual Meter Reading can be obtained as a result of coronavirus (as defined in the Coronavirus Act 2020).</p> <p>2. An Estimated Meter Reading must reflect as closely as possible the site's estimated consumption for the period covered by the meter reading, in the User's reasonable opinion.</p> <p>3. User must keep records of how any Estimated Meter Readings were derived for a period of 2 years</p>	
Proposed Release:	May 2020 - 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 [Due to the urgency of the MOD no consultation period required]

A4: Benefits and Justification

Benefit Description:	<p>Allowing Shippers to provide Estimated Meter Readings during the COVID-19 pandemic will allow sites to be reconciled and AQs to be recalculated. This will improve the accuracy of gas allocations and hence cost targeting and so further competition.</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:	upon acceptance of readings from Shippers	
	<p><i>When are the benefits of the change likely to be realised?</i></p>	
Benefit Dependencies:	AQ Calculation	
	<p><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></p>	

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	
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Level of Impact	Major/ Minor/ Unclear/ None		
If None please give justification			
Impacts on UK Link Manual/ Data Permissions Matrix			
Level of Impact	Major/ Minor/ Unclear/ 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 Grid Transmission	XX %	XX %
	<input type="checkbox"/> Distribution Network Operator	XX %	XX %
	<input type="checkbox"/> IGT	XX %	XX %
	<input type="checkbox"/> Other <please specify>	XX %	XX %
ROM or funding details:			
Funding Comments:			

A7: ChMC Recommendation

Change Status:	<input type="checkbox"/> Approve	<input type="checkbox"/> Reject	<input type="checkbox"/> Defer
Industry Consultation:	<input type="checkbox"/> 10 Working Days	<input type="checkbox"/> 15 Working Days	
	<input type="checkbox"/> 20 Working Days	<input type="checkbox"/> Other [Specify Here]	
Expected date of receipt for responses (to Xoserve)	XX/XX/XXXX		

DSC Consultation Issue:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Date Issued:	Click here to enter a date.	
Comms Ref(s):		
Number of Responses:		

A8: DSC Voting Outcome

Solution Voting:	<input type="checkbox"/> Shipper	Please select.
	<input type="checkbox"/> National Grid Transmission	Please select.

	<input type="checkbox"/> Distribution Network Operator	Please select.
	<input type="checkbox"/> IGT	Please select.
Meeting Date:	Click here to enter a date.	
Release Date:	Release: Feb / Jun / Nov XX or Adhoc DD/MM/YYYY or NA	
Overall Outcome:	<input type="checkbox"/> No	<input type="checkbox"/> Yes
	If [Yes] please specify <Release>	

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

Version Control

Document

Version	Status	Date	Author(s)	Remarks

Template

Version	Status	Date	Author(s)	Remarks
3.0	Superseded	17/07/2018	Emma Smith	Template approved at ChMC on 11th July 2018
4.0	Superseded	07/09/2018	Emma Smith	Minor wording amendments and additional customer group impact within Appendix 1
5.0	Superseded	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 th December 2018.
6.1	In Draft	26/03/2019	Richard Johnson/ Alison Cross	The following minor changes were made: <ul style="list-style-type: none"> - Inclusion of an All 'Impacted Parties' option in A2 - Justification section added to section A2 - Change Description replaced with Problem Statement in section A3 - Remove 'X' in Release information (sections A3, A5, A7, C1 and G8) - Updated Service Line and UK Link impacts and funding section (A6) to include further detail - Amended questions 3 and 4 in section B - Added Service Line/UK link Assessment in section D - Removed Section A5
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 th June 2019
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