



# DSC Business Evaluation Report (BER)

Change Title:	<a href="#">June 26 Major Release</a>
Xoserve Reference Number (XRN):	<a href="#">XRN6045</a>
Xoserve Project Manager:	<a href="#">Emily Evans</a>
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Contact number:	N/A
Target Change Management Committee date:	<a href="#">11/03/2026</a>

## Section 1: In Scope

*Please provide a detailed description of what is in scope of this delivery. In project management, scope is the set of boundaries that define the extent of a project. The scope describes what is to be delivered to the customer as a result of the project initiative. These deliverables are derived from a project's requirements.*

XRN	Title	Type	Description	Link to Change Proposal	Impacts
<b>5702</b>	Update to assess the replacement of Facsimile as a form of communication (Modification 0864S)	Major	<p>XRN5702 has been raised to deliver the requirements of Modification0864S. Modification 0864S Update of UNC Code Communication Methods (removal of facsimile/fax) has been raised as it seeks to align obligated Code Communication methods with future communication network changes, attributable to national PSTN decommissioning, and the subsequent retirement of fax devices.</p> <p>The Modification looks to remove the Code</p>	<a href="#">Xoserve website – Change Proposal</a>	Shipper, DNO, IGT & NGT



			<p>Communication method 'facsimile' and 'fax' and replace with email.</p> <p>The change looks to deliver the objectives of the modification:</p> <ul style="list-style-type: none"><li>• Identify and remove 'facsimile' and 'FAX' within UNC code, CDSP systems, processes and relevant documentation</li><li>• Email added where appropriate (i.e. where it is not currently listed) within UNC Code, CDSP systems, processes and relevant documentation</li><li>• Alternative approved UNC Code Communication added by exception</li></ul>		
<b>5805</b>	Alternative Solution to address instances where VBA macros are present in DN Templates	Major	<p>XRN5805 will implement an alternative solution for situations where macro formulas are utilised in templates and reporting datasets.</p> <p>There are templates being received into UK Link from various networks. These templates include built-in validations that rely on both cell-level checks and macros written in VBScript. The primary objective of this change is to address two key</p>	<a href="#">Xoserve website – Change Proposal</a>	DNO



			<p>concerns: the ongoing phase-out of macros by Microsoft, which has made them obsolete in certain contexts, and the security vulnerabilities that macros can introduce.</p> <p>By transitioning away from macros, this change aims to enhance the stability, security, and long-term viability of the system, ensuring that future templates and datasets can operate seamlessly without being dependent on outdated or potentially risky macro functionality.</p> <p>As part of this June 26 Release, an initial three (3) templates will be enabled within the proposed solution – These are outlined below;</p> <ul style="list-style-type: none"><li>• RTB – Request to Bill</li><li>• FSG – Failure to Supply Gas</li><li>• SV – Site Visit</li></ul> <p>Remaining templates will be enabled into the solution in a secondary delivery, which is expected as part of a future UK Link Minor Release.</p>		
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## Section 2: Out of Scope

*Please provide details of any deliverables which are out of scope. If an activity falls outside the boundaries, it is considered "out of scope" and is not planned for. For Example:*

- Market Trials
- Any additional changes to the baseline customer requirements and approved detailed design
- Any additional change proposals (CP) added to the scope of the Release



## Section 3: Funding required to deliver the change

The following section outlines the proposed costs

XRN Ref	HLSO/ROM £	Design EQR	Build	Test	Implementation PIS	MT	1st Year S & O	Delivery Total	CSSC Impact	Risk Margin	BER Total for
XRN5702	£230,000	£ 22,730	£ 49,979	£ 65,687	£ 27,132	£ -	£ -	£ 142,798	£ -	£ 15,000.00	£ 157,798.00
XRN5805	£90,000-£160,000	£ -	£ 50,938	£ 66,865	£ 27,648	£ -	£ -	£ 145,450	£ -	£ 14,545.04	£ 159,995.45
<b>Total</b>		£ 22,730	£ 100,917	£ 132,552	£ 54,780	£ -	£ -	£ 288,248	£ -	£ 29,545.04	£ 317,793.45

XRN Ref	HLSO/ROM £	Shipper %	DN %	IGT %	NGT %	Shipper £	DN £	IGT £	NTS £	Total
XRN5702	£230,000	90%	10%	0%	0%	£ 142,018	£ 15,780	£ -	£ -	£ 157,798.00
XRN5805	£90,000-£160,000	0%	100%	0%	0%	£ -	£ 159,995	£ -	£ -	£ 159,995.45
<b>Total</b>						£ 142,018	£ 175,775	£ -	£ -	£ 317,793.45

### Key

Item	Description
<b>XRN</b>	The recognised reference of the change
<b>HLSO</b>	Cost of approved solution
<b>Design EQR</b>	Cost already approved related to EQR. If BER is being done for a standalone change/release and no EQR published leave blank
<b>Build</b>	Cost associated with building functional changes
<b>Test</b>	Is a total of all testing (excluding MT) to include UAT, System test, System Integration Test, Regression Test and Performance Test
<b>Market trials</b>	Costs associated with Market Trials – if none for the XRN then leave field blank
<b>S&amp;O</b>	Costs associated with additional Service and Operate costs through to end of Financial Year
<b>Delivery Total</b>	Total costs per XRN minus related EQR costs, risk margin and contingency
<b>Risk Margin</b>	Costs associated with the mitigation of known risks relating to each XRN should they materialise during the project
<b>BER Total for approval</b>	Total costs per XRN minus related EQR costs (inclusive if risk margin and contingency) being requested for approval in ChMC
<b>Shipper £</b>	Costs being requested for approval via BER (BER Total for Approval Shipper % Share)
<b>DN £</b>	Costs being requested for approval via BER (BER Total for Approval DN % Share)
<b>IGT £</b>	Costs being requested for approval via BER (BER Total for Approval IGT % Share)
<b>NGT £</b>	Costs being requested for approval via BER (BER Total for Approval NGT % Share)
<b>Total</b>	Sum of all costs related to each change



## Section 4: Estimated impact of the service change on service charges

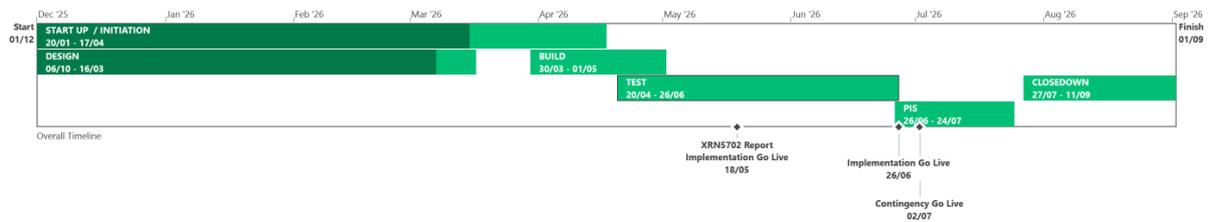
There is no foreseen increase or decrease to the first-year Service & Operate (S&O) costs for XRN5702 & XRN5805.

Impacts to Ongoing Costs:

XRN	Xoserve Service Area & Line	Impact	(+/-) Projected Change in Annual Cost
N/A			
Total			£0

## Section 5: Project plan for delivery of the change

High-level plan for the delivery of the release



## Section 6: Additional information relevant to the proposed service change

Risk Margin



XRN	Risk Margin	Description
<b>5702</b>	£15,000	Risk margin value (to be drawn down following justification and agreement between Xoserve and customers to use the risk margin utilising the change control process.
<b>5805</b>	£14,545	Risk margin value (to be drawn down following justification and agreement between Xoserve and customers to use the risk margin utilising the change control process.

#### Risks

- Due to the role that the CDSP provides within the competitive gas market, priority regulatory changes (e.g. urgent UNC or REC Modifications) may require development and delivery at expedited timescales, which could lead to scope change of the Release, including an updated BER or delay to the proposed Release Implementation Date.
- If Customers request a scope change (decrease or increase); this will need to be formally requested, assessed and may result in an impact to cost and or timelines. It is noted that there is no known expectation for this to occur for this Release at this stage.



## Section 7: Cost Benefit Analysis

*The calculation of costs versus benefits is a specific requirement of the Business Plan Information Rules as required under Mod 0841*

### **Investment Proposal / Area & Sub-Area**

Following approval of this Business Evaluation Report (BER), BP25 General Change, DSC Change Budget – will be utilised to support cost recovery from DSC customers – as per agreed DSC Change Management Procedures.

### **Cost Benefit Analysis – Overview of Options assessed during Change Process**

#### **XRN5702 - Update to assess the replacement of Facsimile as a form of communication (Modification 0864S)**

To enable delivery of the change, a single solution option was considered which provides the following functional features:

- Identify and remove 'facsimile' and 'FAX' within UNC code, CDSP systems, processes and relevant documentation
- Email added where appropriate (i.e. where it is not currently listed) within UNC Code, CDSP systems, processes and relevant documentation
- Alternative approved UNC Code Communication added by exception

The solution meets the customer needs as it will access which UNC code, CDSP systems, processes and relevant documentation 'FAX' is a valid field and either replace this will 'INT' for email and remove the field entirely if there is already a valid field within the corresponding code, system, process or documentation for 'INT'.

In addition to replacing 'FAX' with the required with 'INT', email validations and rejections codes will also be implemented to aid the industry in providing the correct 'INT' data in replacement of 'FAX' in the impacts areas, the reason codes as follows:

Rejection ID	Rejection Reason Description	Applicable Files
CTT00049	Invalid communication contact type	Rejection sent in segment S72 in
CTT00050	Invalid contact email format	The following response files: CFR,BRR,CRS,OCI, CTR

#### **XRN5805 - Alternative Solution to address instances where VBA macros are present in DN Templates**

A variety of solutions were identified to remedy the issue that has been raised by this change. All of which move away from the incumbent reliance on VBA macros to populate the required spreadsheets and templates, so that the relevant processes can use the data supplied by DNs to operate successfully.



Each solution called out considerations for DN parties, in the form of both pros and cons, that assisted DNs in deciding on a preferred solution.

Solutions also reflected indicative cost estimates, degree of complexity to implement, level of customer impact, and indicative delivery timescales - which will be ratified once the chosen solution has been fully designed and agreed.

The below tables provide a comparison of the solution options that have been assessed with the relevant information;

#	Description	Systems and process impacts	Option Pros	Option Cons	Time/Cost/Complexity
1	Power Platform upload	<b>Power Platform:</b> Process template data. Complete macro validations. <b>AMT:</b> No changes required, as-is validations. <b>UK Link:</b> No changes required, as-is validations, as-is data processing. <b>CMS:</b> No changes required	<ul style="list-style-type: none"> <li>Automated process</li> <li>Manual processing to remain as is from Business Ops</li> <li>Macros removed</li> <li>Real time rejection messages</li> <li>Expandable to further templates</li> </ul>	<ul style="list-style-type: none"> <li>New access required &amp; process to update list of users</li> <li>No UK Link integration for data lookup</li> <li>External users may need to have a Microsoft license with Power Apps access</li> </ul>	Estimated Duration: 15 weeks + PIS Estimated Cost Range: £85-£140k (Licence costs TBC) Complexity: 3 out of 5
2a	UK Link Portal upload – as is validations	<b>UK Link Portal:</b> Process template data. Complete macro validations. <b>AMT:</b> No longer used. <b>UK Link:</b> No changes required, as-is validations, as-is data processing. <b>CMS:</b> No changes required	<ul style="list-style-type: none"> <li>Automated process</li> <li>Manual processing to remain as is from Business Ops</li> <li>Macros removed</li> <li>DNs already have access</li> <li>Real time rejection messages</li> <li>Expandable to further templates</li> </ul>	<ul style="list-style-type: none"> <li>Development of new interfaces between portal and UK Link</li> <li>Basic UK Link validations</li> <li>DNs must provide all as-is data</li> </ul>	Estimated Duration: 17 weeks + PIS Estimated Cost Range: £90k - £160k Complexity: 4 out of 5
2b	UK Link Portal upload – enhanced validations	<b>UK Link Portal:</b> Process template data. Complete macro validations. <b>AMT:</b> No longer used. <b>UK Link:</b> Enhancements made to validations and data lookups. <b>CMS:</b> No changes required	<ul style="list-style-type: none"> <li>Automated process</li> <li>Manual processing to remain as is from Business Ops</li> <li>Macros removed</li> <li>DNs already have access</li> <li>Portal can handle complex validations</li> <li>Reduced data input requirements by DNs</li> <li>Real time rejection messages</li> <li>Expandable to further templates</li> </ul>	<ul style="list-style-type: none"> <li>Development of new interfaces between portal and UK Link</li> </ul>	Estimated Duration: 2a plus 15 weeks + PIS Estimated Cost Range: £140k - £230k Complexity: 5 out of 5
#	Description	Systems and process impacts	Option Pros	Option Cons	Time/Cost/Complexity
3a	DNs provide file	<b>Templates:</b> Macros removed, as-is cell validations, no submission file creation process. <b>AMT:</b> No changes required, as-is validations. <b>UK Link:</b> No changes required, as-is validations, as-is data processing. <b>CMS:</b> No changes required	<ul style="list-style-type: none"> <li>DNs would have full control of process including rejection correction</li> <li>Each DN can develop/use a solution that best suits their organisation</li> <li>No CDSP system development</li> </ul>	<ul style="list-style-type: none"> <li>No macro validations for DNs</li> <li>Potential for more rejections sent back to DNs</li> </ul>	Estimated Duration: 0 weeks Estimated Cost Range: £0 Complexity: 0 out of 5
3b	Alternative Excel template with submission file creation process	<b>Templates:</b> Macros removed, as-is cell validations, manual creation process of submission file from excel <b>AMT:</b> No changes required, as-is validations. <b>UK Link:</b> No changes required, as-is validations, as-is data processing. <b>CMS:</b> No changes required	<ul style="list-style-type: none"> <li>No CDSP system development required</li> <li>Submission file creation process for DNs</li> </ul>	<ul style="list-style-type: none"> <li>Limited up front validations</li> <li>Manual output to create UK Link file to be undertaken by the DN – subject to manual error</li> <li>Requires further research to ensure viable for all templates</li> </ul>	Estimated Duration: 20 weeks + PIS Estimated Cost Range: £30-70k Complexity: 2 out of 5
4	Expand manual workaround	<b>Templates:</b> Macros removed, as-is cell validations. <b>AMT:</b> No changes required, as-is validations. <b>UK Link:</b> No changes required, as-is validations, as-is data processing. <b>CMS:</b> No changes required	<ul style="list-style-type: none"> <li>No CDSP system development</li> </ul>	<ul style="list-style-type: none"> <li>Rejection messages not real time for DN users – manual processing to resolve</li> <li>Manual process &amp; ongoing FTE cost</li> <li>Risk of manual error</li> <li>No macro validations for DNs</li> </ul>	Estimated Duration: Dependent upon DN takeup and recruitment Estimated Cost Range: £45k-£90k annually Complexity: 1 out of 5

When assessing solutions, it was confirmed that capability from tools such as Power Platform (Solution 1) would enable a shift away from VBA macros, however these still pose a potential impact to customers as licensing and



number of users requiring access to the relevant tools would need to be administered by both CDSP and each organisation. In addition, this option would does not provide any integrated capability with UK Link, which is where the related processes are performed.

With respect to Solution 2, it should be noted that Solution 2a would seek to provide 'like for like' functionality using UK Link Portal to replace existing spreadsheets and templates, whereas 2b would look to streamline the processes in such a way that DNs would be able to achieve operational improvements.

With respect to Solution 3a, this placed dependency on DNs to provide data in a predefined specification, akin to the way a UK Link File Format would be supplied, so that the process is able to operate without spreadsheets or templates being used, whereas Solution 3b would introduce into the relevant spreadsheets, a set of logic that would enable DNs to generate the proposed files to the required specification.

Finally, a tactical solution (Solution 4) has been assessed. This would introduce enhanced CDSP operational support to manually generate files on behalf of DNs, using the data provided by DNs and processing this through the existing VBA macros spreadsheets.

At Change Management Committee on 10<sup>th</sup> September 2025, DNs voted unanimously to progress Solution 2a into Design. Detailed Design of this solution was issued out for consultation in February 2026, ahead of seeking Design Approval at March 2026 Change Management Committee.

### **Cost Benefit Analysis – Options Assessed**

- A 'Do Nothing' option has been assessed to support Cost Benefit Analysis. This option would see none of the changes that have been approved within the scope of June 2026 implemented.
- Alternatively, Option 1 assumes that the agreed solutions for changes above (XRN5702 and XRN5805), which have been agreed with Change Management Representatives in September 2025 ChMC for delivery in June 2026 Major Release, are delivered as instructed

Cost Benefit Analysis:



## CBA Appraisal

### Supplementary Guidance

Blue cells are for inputs

Options Summary Table with Risk Margin if applicable

Price year	24/25
BP	25
Finance Year Applicable	25/26
Risk margin to be applied where applicable	0%
Worst Case Scenario (fixed across all CBAs)	25%

Option Label	Do Nothing	Deferral	Option 1 - BP25_XRN6045_June 2026 Major Release	Option 2 - Name	Option 3 - Name
Benefits	N/A	N/A	0	0	0
Costs	N/A	N/A	317793	0	0
CBA Ratio - Baseline (Target > 1.00)	N/A	N/A	0.00		
CBA Ratio - Risk Margin Applied (Target > 1.00)	N/A	N/A	0.00		
CBA Ratio - Worst Case Scenario (Target > 1.00)	N/A	N/A	0.00		
Un-monetizable Score (Target > 0)	-92	0	83	0	0
Significant unmonetizable benefits (brief description, detail on relevant tab)	N/A		Significant regulatory and reputational benefit, as CDSP can demonstrate compliance against contractual obligations set out within the Data Service Contract		
Significant unmonetizable risks (brief description, detail on relevant tab)	Significant regulatory and reputational damage, due to CDSP non-compliance against contractual obligations set out within the Data Service Contract		N/A		

The purpose of this workbook is not to discuss which option should be taken forward. The outputs of this workbook should be transferred back into the IP/BC and inform the option selection discussed in that document.



## Version Control

Document

Version	Status	Date	Author(s)	Remarks
0.1	Draft	20/01/26	Emily Evans	Drafted, pending costs
1.0	For Approval	02/03/26	Paul Orsler	For Approval at March ChMC