

DSC Change Proposal Document

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 Xoserve to fill out all of the information in the sections coloured ■

General Details

Change Reference:	XRN6001		
Change Title:	Modification 0909 - Refining the Class 2 Individual Valid Meter Reading Requirement Performance Measures		
Date Raised:	25/11/2025		
Sponsor Representative Details:	Organisation:	SEFE Energy	
	Name:	Steve Mulinganie	
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Xoserve Details	Name:	Ellie Rogers	
	Email:	uklink@xoserve.com	
	Business Owner:	TBC	
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

Impacted Parties

Change Reference:	<input checked="" type="checkbox"/> Shipper	<input checked="" type="checkbox"/> Distribution Network Operator
	<input type="checkbox"/> NG Transmission	<input type="checkbox"/> IGT
	<input type="checkbox"/> All	<input type="checkbox"/> Other <Please provide details here>
Justification for Customer Class(es) selection:	Shippers are the impacted Customer Class as the Modification and change seeks to clarify the	

Proposer Requirements / Final (redlined) Change

<p>Problem Statement:</p>	<p>Currently the performance of Class 2 Meter Reading submissions received by D+1 measured against an agreed 'Applicable Percentage', is used to define the relevant Class 2 Individual Valid Meter Reading Requirement, which is used to assess whether a site should be reclassified into Class 4 following a consecutive period of poor performance.</p> <p>The UNC also affords a Shipper the opportunity to submit Class 2 Meter Readings by the Exit Closeout Date (D+5).</p> <p>Valid read submissions within D+1 and D+5 are both considered Valid Reads for the purpose of Settlement.</p> <p>The current position of only using D+1 identified a larger volume of sites than anticipated, due to be reclassified to Class 4 following the PAC decision to increase the Applicable Percentage to measure performance from 25% to 50%.</p> <p>This Modification proposes that valid reads after D+1 and up to D+5 form part of the relevant Class 2 Individual Valid Meter Reading Requirement.</p>
<p>Change Description:</p>	<p>This Change Proposal has been raised to deliver the requirements set out within Modification 0909.</p> <p>At high-level, this change seeks to:</p> <ul style="list-style-type: none"> • Update the 'Individual Valid Meter Reading Requirement' (as per UNC 5.17.1(c)) to create two conditions which will form the Individual Valid Meter Reading Requirement for Class 2:

- D+1 Submission Condition: A User secure a Valid Meter Reading for not less than the Applicable Percentage Days in a performance period in accordance with M5.7.1 (i.e. Must be obtained each day and submitted by the following day (D+1)) and
- Exit Closeout Date Submission Condition: A User secure a Valid Meter Reading for not less than the Applicable Percentage Days in a performance period in accordance with M5.7.3 (i.e. obtained each day and submitted by the Exit Closeout Date (D+5)).

- Each condition will have its own Applicable Percentage which will be communicated by PAC each year as per existing process and Code (TPD M 5.17.2)
 - This Modification proposes that that the D+1 and Exit Closeout Date Applicable Percentage values are set at 25% and 50% respectively, but the requirement for PAC to define these values annually is unchanged.

To confirm, to assess whether a Class 2 site should be reclassified, the Shipper will now have two "Individual Valid Meter Reading Requirements" under current condition detailed in UNC Section M 5.17.1 (c). This means meeting the D+1 25% condition **AND** the D+5 50% condition.

The associated PARR reports should also be updated to reflect these changes (**PARR reports 2A.16 and 2B.19**).

As well as updating the conditions for the Class 2 Individual Valid Meter Reading Requirement, this Change Proposal also seeks to create consistency by ensuring both the D+1 and D+5 positions are reported on in the general Class 2 Read Performance (PARR reports 2A.5 and 2B.5).

- These reports for Class 2 are currently based on Read Performance achieving 97.5% by D+5. This change would maintain the D+5

	position but also add to the report, the D+1 position	
Proposed Release:	As soon as reasonable practicable following Panel decision	
Proposed Consultation Period:	<input type="checkbox"/> 10 Working Days	<input type="checkbox"/> 15 Working Days
	<input type="checkbox"/> 20 Working Days	<input type="checkbox"/> Other [specify here]

Benefits and Justification

Benefit Description:	This change proposes that valid reads after D+1 and up to D+5 form part of the relevant Class 2 Individual Valid Meter Reading Requirement. It also ensures full visibility of Class 2 Read Performance by reporting on both D+1 and D+5 positions.
	<i>What, if any, are the tangible benefits of introducing this change? What, if any, are the intangible benefits of introducing this change?</i>
Benefit Realisation:	Following the performance assessment period once the change is implemented.
	<i>When are the benefits of the change likely to be realised?</i>
Benefit Dependencies:	Modification 0909 is Self-Governance and therefore Subject to Panel approval on implementation.
	Any central system implementation will depend on the Panel decision. Following a Panel decision on the Modification, the CDSP will look to implement the change as soon as reasonably practicable, with ChMC agreement.
	<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>

Service Lines and Funding

Service Line(s) Impacted - New or existing:	<p>From an initial consideration of the DSC Service Line impact, there is an existing Service Line which covers this process.</p> <ul style="list-style-type: none"> ASGT-CS-SA3-17- Reclassification of MPRNs that have not met read performance The Service Area which this sits under is as follows: Service Area 3 – Manage updates to customer portfolio (90% Shipper and 10% DN Operators) <p>As the Service Lines are at a high-level, a change is not expected to be required as a result of this Modification but will be confirmed as part of the change process.</p> <p>The funding arrangements shown above are as per the Budget and Charging Methodology for the mentioned Service Area</p>		
Level of Impact:	None anticipated		
If None please give justification:	We believe the existing Service Line is sufficient		
Impacts on UK Link Manual/ Data Permissions Matrix:	No impacts anticipated		
Level of Impact:	None		
If None please give justification:	<p>We do not believe there are any changes to:</p> <ul style="list-style-type: none"> the DPM as no data is being released to third parties the UKL Manual as it is simply updating an existing process with an additional condition to assess Read Performance <p>This will be assessed and confirmed during the change process</p>		
Funding Classes:	Customer Classes/ Funding	Delivery of Change	On-going Budget Amendment
	<input checked="" type="checkbox"/> Shipper	90 %	XX %

	<input type="checkbox"/> National Gas Transmission	XX %	XX %
	<input checked="" type="checkbox"/> Distribution Network Operator	10%	XX %
	<input type="checkbox"/> IGT	XX %	XX %
	<input type="checkbox"/> Other [please specify]	XX %	XX %
ROM or funding details:	<p>A ROM has been completed estimating high level indicative delivery costs are anticipated to be between £18,000 - £30,000.</p> <p>Any ongoing costs are to be determined during the Change Development phase but initial view is none are anticipated. Link to the ROM can be found here</p>		
Funding Comments:	<p>Agreement of the proposed funding arrangements will be sought from DSC Change Management Committee.</p> <p>If any ongoing Service and Operate (S&O) costs are identified, these would be attributed to the applicable Service Area, in line with the Budget and Charging Methodology.</p>		

Please send the completed forms to: pmo@xoserve.com



Version Control

Document

Version	Status	Date	Author(s)	Remarks
V0.1	For Review	22/09/25	Ellie Rogers	
V0.2	For Review	14/10/25	Ellie Rogers	Updated to reflect ROM