

Business Requirements Document - Ofgem Switching Programme Sustaining Change to Xoserve Systems

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1. Background and Context

1.1 Introduction to the Ofgem Switching Process

This section provides a high level overview of the Ofgem Switching Programme with regards to its impacts upon the gas industry, UK Link, Shipper, GT and iGT systems. The purpose of this section is to set the scene for the modification 0630 Review Group and help the group understand its scope.

The Ofgem Switching Programme aims to implement a suite of systems designed to deliver faster (next day) more reliable switching. A new system the Central Registration System (CSS) will provide the switching functionality for gas and electricity switches. Where possible, gas and electricity switching processes will be harmonised.

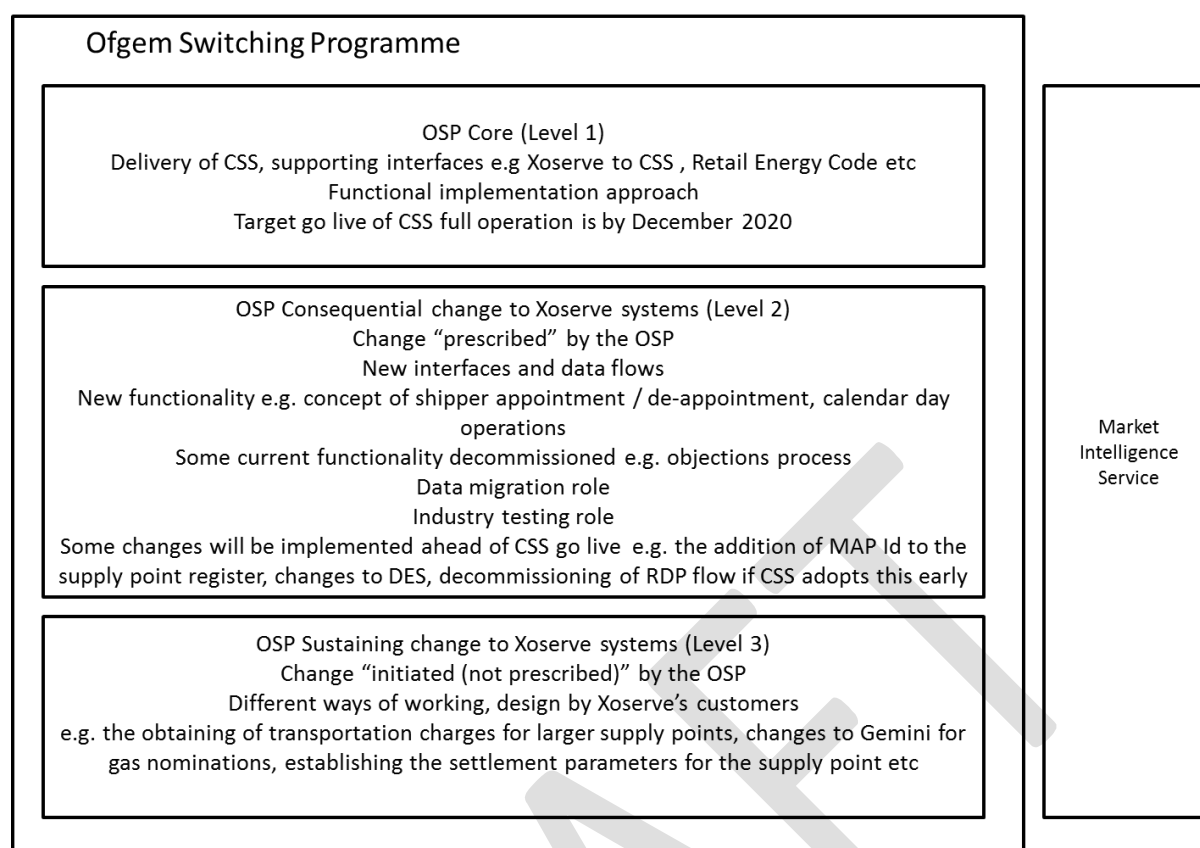
For gas, Suppliers, not Shippers, will initiate switch requests on the CSS. CSS will provide outputs to UK Link and Shippers to manage Shipper registration to the Supply Point. UK Link will still hold a Supply Point Register for GTs and iGTs. The Supplier's Shipper will still be registered to the Supply Point for the purpose of gas settlement and other activities.

Gas Transporters (GTs and iGTs) will retain responsibility for the Supply Meter Point lifecycle - the creation and eventual end of the service pipe in the ground. Supply Meter Points will be created on UK Link and will be sent to the CSS to enable the registration processes and switching activities to occur.

The name of the thing that is being switched in the CSS (as to be defined in the new Retail Energy Code) is the Registrable Measurement Point (RMP) – for comparison purposes the name of the thing switched between Shippers in the UNC is the Supply Meter Point or Supply Point. The reference number of a RMP is the Supply Meter Point Reference Number (MPRN). The MPRN is used as the unique identifier for relevant UK Link transactions. For transactions on the CSS the unique identifier of a RMP is the MPRN. The same reference number is being used to ensure UK Link and the CSS records can be correctly synchronised, and to allow transactions in CSS to be reflected in transactions in UK Link.

When a Supplier submits a registration, switch, or withdrawal transaction on the CSS, the transaction will include the Supplier's Shipper. As the transaction progresses on CSS, notifications are provided to the relevant Shippers and UK Link. When the transaction results in a Supplier registration activity to a RMP the transaction will result in the corresponding Shipper registration activity at the Supply Point in UK Link. This will ensure the registration activities are co-ordinated across the two systems.

The following diagram sets out the Ofgem Switching Programme in three levels. The first is the core CSS, the second is the changes required to be made in UK Link to enable the CSS to work, the third are consequential changes as a result of the CSS which are required to sustain gas and UK Link operations. The fourth box, the Market Intelligence Service (MIS) is shown as supporting all three levels. The MIS is not being delivered as part of the Ofgem Switching Programme, it is being developed under a joint gas and electricity working group.



1.2 Ofgem Switching Programme ‘Core’ Changes

Ofgem Switching Programme Core Changes will be required to deliver changes as a result of the programme and the introduction of the CSS. These are substantial changes to deliver the functional requirements of the programme, including changes to Xoserve systems, for example, file flows from Xoserve to the CSS. These changes will be managed through the Ofgem Switching Process through a project team within Xoserve. These changes will not be further explored within this document however may be referred to. The changes will be covered within the document [Ofgem Switching Programme Core Changes]

1.3 Ofgem Switching Programme Consequential Changes to Xoserve Systems

Ofgem Switching programme Consequential Changes will be required to deliver changes as a result of the programme and the introduction of the CSS. These are substantial changes that are as a result of the programme which impact on Xoserve systems and processes, for example, within the Ofgem Switching process it is likely the objection process will be decommissioned therefore there will be file flows decommissioned and processes requiring amendment. These changes will be managed through the Ofgem Switching Process through a project team within Xoserve. These changes will not be further explored within this document however may be referred to. The changes will be covered within the document [Ofgem Switching Programme Consequential Changes]

1.4 Ofgem Switching Programme Sustaining change to Xoserve Systems

The area of work for the 0630 Review Group is at level three. This document will go on to record each topic area, requirements, solution options etc. to enable the industry to select the ways

forward. Owing to the changing nature of the Ofgem Switching Process this document is designed to evolve throughout the iterations and additional changes that may arise through the programme.

1.5 Related Documents

Additional information and background to the Ofgem Switching Programme can be found on the Ofgem website by using the following link:

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1.6 Scope

In Scope:

1. Sustaining changes required as a result of Ofgem Switching programme
2. Changes required for UNC parties
3. Consideration of cross code impacts

Out of Scope:

1. Core changes from the Ofgem Switching Programme
2. Consequential changes as a result of the Ofgem Switching Programme

2.0 Topic Areas

No	Title	Impact	0630 Review Group Consideration	Impacted Parties	UNC section	Date identified	Actions Required for 0630R
1	Transportation Charges	How Shipper Users may obtain details of relevant transportation charges. The CSS switch event does not envisage the use of the Supply Point Nomination process.	Potential to explore whether this is still required and an alternative method to complete this process.	Shippers, DNs		02/11/17	Confirm requirements
2	Opening Meter Read	How and when the incoming Shipper User is provided with the latest recorded Meter Information onto UK Link in order to validate the Opening Meter Reading before submission.	Currently certain file flows will not be issued at a change of supplier event for example the TRF which contains this information.	Shippers		02/11/17	Consideration of options to share this information
3	Gemini Updates	The timing of the transfer of information between UK Link and Gemini. A switch could occur as late as D-1 at 17:00 however the transfer of switching information from UK Link to Gemini currently takes place at D-2.	The timeliness of the transfer and information to be submitted to Gemini	Shippers, NTS		02/11/17	Consideration of options i.e. there a way to flow this information prior to a switch
4	Change of Supplier required information	How Shipper Users can obtain and process UK Link data items currently submitted to the CDSP at a change of Shipper User event. For example – Supply Point Class, Daily Capacity (SOQ), Hourly Capacity (SHQ), Meter Reading Frequency.	None of the mandatory data items are currently present in CSS flows.	Shippers		02/11/17	Consideration of options i.e. a 'Shell record' or a default set of values
5	Supplier / Shipper Relationship Table	There is a requirement for a Shipper and Supplier (and possibly Transporter) relationship table to be maintained that will facilitate the appointing and de-appointing of Shipper Users.	It is likely that the table will be administered within UK Link.	Shippers		02/11/17	To consider how the table will work and be managed

6	Capacity Referral	How to manage a Capacity Referral as part of a switch.	This is a normal flow from Shipper to Transporter currently not in the remit of CSS; This cannot be part of the switch event.	Shippers, DNs		02/11/17	Consideration of the changes to the process required outside of CSS
7	Supplier or Shipper Change	The management of an event where the Supplier changes Shipper User. In this scenario the customer does not switch and the Supplier remains the same, but the Supplier updates the CSS with their new Shipper User details. Alternatively, consideration needs to be given to the scenario where the Shipper stays the same but the Supplier switches.	Initiated through the CSS but impacts on UK Link, both scenarios are dealt with as a switch by the CSS.	Shippers		02/11/17	Consideration of options to share this information
8	Map Identity	The recording of the MAP identity against the Supply Meter point.	This is not considered as part of the switch with the CSS however needs to be shared and provided to UK Link.	Shippers		02/11/17	Consideration of options to share this information
9	Emergency Contact Details	The recording of Emergency Contact details. On large supply points Emergency contact details are mandatory.	Not considered within the CSS, UK Link needs to record the emergency contact details and pass them on to the relevant Network.	Shippers, DNs		02/11/17	Consideration of options to share this information
10	CSS Switch Cancellations	CSS Switch cancellations. The ability to cancel a switch event.	If information has been shared with UK Link how will this be retracted	Shippers, DNs		02/11/17	Consideration of options how to reverse a switch
11	Vulnerable Customers	Vulnerable Customers	Not considered within the CSS, UK Link needs to record details for vulnerable customers and pass them on to the relevant Network.	Shippers, DNs		02/11/17	Consideration of options to share this information

*Any relevant cross code impacts should be considered throughout 0630R including, for example, Smart Energy Code (SEC) the Supply Point Administration Agreement (SPAA) and the iGT UNC.


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3.0 Business Requirements per Topic Area

3.1 Example template – one per topic area

Title	XXXX		
Issue description	Description of the issue		
Impacted Parties			
Current Process			
UNC References	Where applicable		
Business Process Model Diagram	Embedded process model		
Requirements Description	Requirements of the change		
Solution options			
No	Description	Impacts (including UNC reference)	Considerations
1			
2			
3			
4			
Implementation timescales	Indicative implementation timeframe eg.. at the implementation of CSS, within a Release, outside a release		
Development Dependencies	Dependencies on this change		
Implementation Risks	Any associated risks		
Design Constraints	Any associated constraints		
Design Assumptions	All assumptions		
Testing Considerations			
Training Considerations			
Cost implications			


3.2 Transportation Charges

Title	Transportation Charges		
Issue description	During a Supply Point Nomination or a Supply Point Enquiry the Shipper will receive notification of the transportation charges applicable for the Supply Meter Point which they are enquiring about. Owing to the nature of the pace that a Supply Meter Point will switch, Supply Point Nomination or Supply Point Enquiry is no longer a part of the switch process as outlined by the CSS. It is proposed the workgroup explore whether this process is still required. If so a solution needs to be agreed to allow this process to continue outside of the change of Supplier.		
Impacted Parties	Shippers and DNS		
Current Process	Shippers will submit an S48 (SMP_NOMINATION_REQ) record request to the CDSP which requests the transportation charges. A response record, the S64 (OFFER_DETAILS) is provided to the Shipper which details the transportation charges alongside other data items. Alternatively for a Supply Point Enquiry the S47 (SUPPLY_POINT_ENQUIRY_REQ) record will be sent to the CDSP and S59 (ACCEPT_SMP_ENQUIRY) record issued in response. The Supplier and Shipper liaise with regards to this information and a contract is established with the customer. The switch event is then initiated by the Shipper with the CDSP.		
UNC References	TPDG.1.16, TPDG.2.1		
Business Process Model Diagram	 125262- 2.07 Manage Contract Nor		
Requirements Description	<ul style="list-style-type: none">For Shipper Users to be able to access transportation charges		
Solution options			
No	Description	Impacts (including UNC reference)	Considerations
1	Transportation charges to be published	Transportation charges will be visible –this could have commercial implications	<ul style="list-style-type: none">Where to publish the transportation charges, whether these need to be secure
2	Assessment across the industry that the nominations enquiry process is still applicable	No nomination enquiry process if removed	<ul style="list-style-type: none">Implications of removing the nomination enquiry process
3	An API solution could be developed to allow the sharing of the transportation charges	Shippers will be able to obtain transportation charges however a new API service will need to be developed	<ul style="list-style-type: none">Implications of the new service
Implementation timescales	<input type="checkbox"/> Can be implemented after the CSS implementation date <input checked="" type="checkbox"/> Implementation upon the CSS implementation date <input checked="" type="checkbox"/> Implementation prior to the CSS implementation date May be implemented independently of the CSS.		
Development	None identified		

Dependencies	
Implementation Risks	None identified
Design Constraints	Should the information be required to be confidential access will need to be granted to specific Users
Design Assumptions	<ul style="list-style-type: none"> • It is assumed the transportation charges are still required • It is assumed the information needs to remain commercially confidential • It is assumed no system changes to implement this change however some records may be decommissioned based on the solution option
Testing Considerations	None identified
Training Considerations	None identified
Cost implications	None identified

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3.3 Opening Meter Read

Title	Opening Meter Read		
Issue description	During a Switch Event the incoming Shipper is obliged under UNC to provide an opening read to the CDSP. The incoming Shipper needs to validate the opening read they have obtained, whether it is an actual or an estimate, based on the last read and the last reading date on UK Link. This is not considered within the CSS therefore an alternate means of obtaining this read needs to be considered.		
Impacted Parties	Shippers		
Current Process	During a change of Supplier the latest meter reading and the read date is provided to the Incoming Shipper within the S15 (TRANSFER_OF_OWNERSHIP) record. The Shipper uses this read to validate the opening read before submitting the read to the CDSP. This is provided within the TRF (Supply Meter Point Ownership Notification File) at D-2.		
UNC References	TPDM. 5.13		
Business Process Model Diagram			
Requirements Description	<ul style="list-style-type: none">There is a requirement for the incoming Shipper to receive the last read and read date on UK Link to validate the opening read before submission		
Solution options			
No	Description	Impacts (including UNC reference)	Considerations
1	A process is established whereby Shippers send flows between each other of the last read and read date	No impact on core system All based on relationships between Shippers and having a means to communicate	<ul style="list-style-type: none">How to communicate between Shipper organisationsTimeliness of information provided
2	This information is requested outside of the switch event within a new record and UNC timeframes extended	New records, system impacts on Xoserve and Shippers Change to UNC	<ul style="list-style-type: none">Content of new recordTimeliness of the information
Implementation timescales	<input type="checkbox"/> Can be implemented after the CSS implementation date <input checked="" type="checkbox"/> Implementation upon the CSS implementation date <input checked="" type="checkbox"/> Implementation prior to the CSS implementation date		
Development Dependencies	None identified		
Implementation Risks	None identified		
Design Constraints			
Design Assumptions	<ul style="list-style-type: none">It is assumed the last read are still required as soon as possible after a switch to allow the opening read to be submitted within the specified time (15 days)		
Testing Considerations	None identified		
Training	None identified		

Considerations	
Cost implications	System developments

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4.0 Non –Functional Business Requirements

[To be inserted]

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5.0 Appendices

[To be inserted]

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6. Defined Terms and Glossary

Term / Acronym	Definition
SHQ	Supply Hourly Quantity
SOQ	System Offtake Quantity (daily offtake)
Switch Event	Upon first registration A change of Supplier / Shipper as set out by the CSS

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7. Document Control

7.1 Version History

Version	Status	Date	Author (s)	Summary of Changes
0.1	Initial Draft	06/12/17	Xoserve	OSP Sustaining Change to Xoserve Systems BRD creation

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