

Business Requirements Definition

for

Project Nexus

submitted to

Project Nexus Workgroup iGT Agency Services

Author (for this version):	Xoserve
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Date:	04/05/2012

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1. Glossary

Term / Acronym	Definition
CSEP	Connected System Exit Point (iGT Supply Points)
DECC	Department of Energy and Climate Change
DM	Daily Metered
GFD	Gas Flow Day
GT	Gas Transporter
iGT	Independent Gas Transporter
iGT UNC	Independent Gas Transporters Unified Network Code
LSP	Larger Supply Points (AQ above 73,200 kWh)
NDM	Non Daily Metered
SSP	Smaller Supply Points (AQ less than 73,200 kWh)

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2. Document Purpose

The purpose of this document is to ensure that the business requirements associated with the referenced change have been accurately captured and to clearly specify these requirements to the Project Nexus UNC Workgroup (PN UNC). Adequate information should be provided to enable the industry to approve the documented requirements for cost benefit analysis at a later stage.

The contents refer to the business scope of the change and provide descriptions of the business requirements and the relevant existing and future process maps.

2.1. Intended Audience

- Gas Shippers/Suppliers
- Gas Transporters (Large and Small)
- Xoserve
- Customer Representative
- [Ofgem](#)

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3. Executive Summary

3.1 Introduction to the change

This document defines the timescales and processes associated with the iGT Agency Services.

The document has been based on presentations and discussions at the Project Nexus Workgroup meetings (PNUNC).

All square brackets [] indicates values that can be parameterised for the purposes of the BRD although will require confirming for system design or system design or system development. The highlighted text represents areas for clarification which must be resolved by the Workgroup prior to the business rules being finalised.

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3.2 Implementation Timescales

Implementation of the developed solution will be confirmed once all requirements are captured following the Project Nexus Requirements Definition Phase.

3.3 Change Drivers and Business Goals

3.3.1 Drivers

- 3.3.1.1 To reduce industry costs in administrating iGT Supply Meter Points
- 3.3.1.2 Where possible to harmonise the administration of iGT Supply Meter Points with the GT administration of Supply Meter Points.

3.3.2 Business Goals

- 3.3.2.1 To provide a single service provision to shippers for the operation of Supply Points on iGT networks.

3.4 Change Background

The changes have been identified as a result of Xoserve's Project Nexus consultation for the replacement of UK Link systems and following DECC's consultation on Smart metering and Supplier licence obligation for the installation of advanced meters.

3.4.1 Areas Identified in the Initial Requirements Register (IRR)

Ref	Description
15.1	The adoption of a Single Service Provider to provide visibility within CSEP invoicing

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4. Benefits

4.1 Industry Benefits

The benefits created by the iGT Agency Services proposal for Xoserve to provide a single interface regardless of GT type for agency services include:

- 4.1.1 Creation of one service provider acting on behalf of all iGTs leading to reduced costs and increased efficiency of operation for Shippers operating on iGT Networks leading to improved customer service.
- 4.1.2 The use of one uniform standard code communication method (IX) for all Shipper: iGT communications regardless of GT type.
- 4.1.3 The use of uniform standard file formats for all Shipper: IGT communications regardless of iGT leading to future cheaper cost of change of systems.
- 4.1.4 Enables all services to iGT supply points to be performed at supply and meter point level (rather than the aggregated position at present) leading to greater visibility of commercial data at meter point level
- 4.1.5 Creates consistency of data between GT and iGT data at CSEP level leading to more accurate industry data.
- 4.1.6 Creates the ability for Xoserve to provide other services on behalf of iGTs e.g. provision of data to Ofgem, leading to improved service to the recipient.
- 4.1.7 Has the potential to facilitate the Smart metering regime more effectively than having discreet iGT services.

andy.j.miller 2/5/12 15:09
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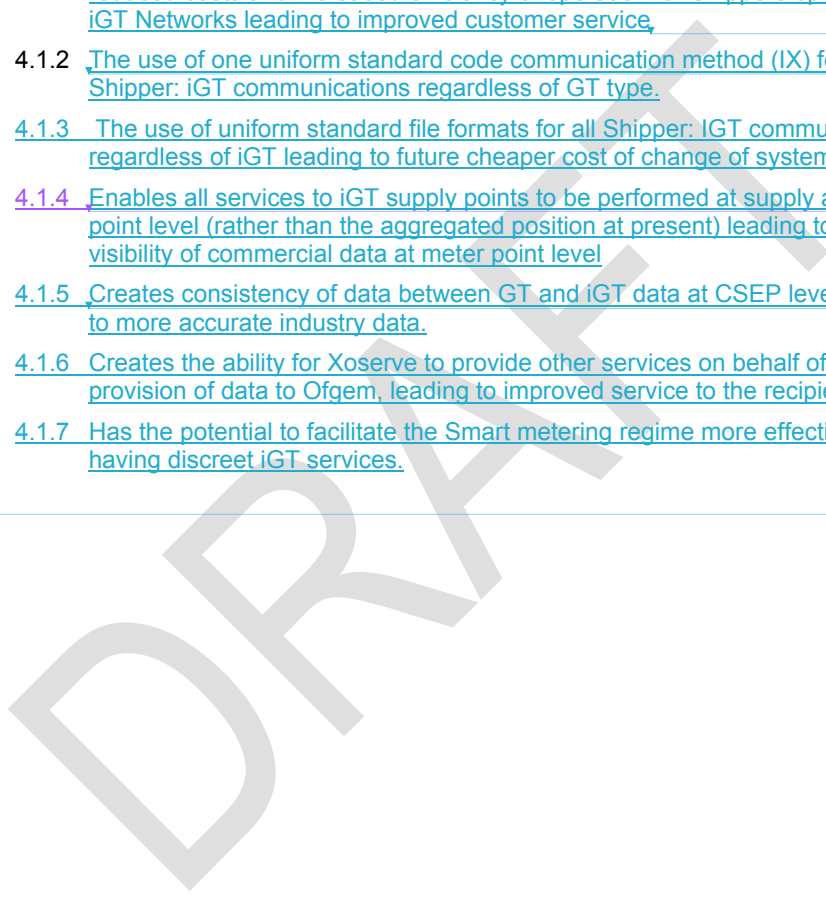
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5. Change Scope

5.1 In Scope

- 5.1.1 Supply Point Register
 - 5.1.1.1 CSEP Lifecycle
 - 5.1.1.2 MPRN creation and management
 - 5.1.1.3 Asset Data Management
 - 5.1.1.4 Read submission
 - 5.1.1.5 iGT Specific Data
- 5.1.2 Shipper accession to iGT UNC
- 5.1.3 iGT Sanctions
- 5.1.4 Supply Point Administration
- 5.1.5 Annual Quantity Review
- 5.1.6 CSEP Gas Nominations and Allocations
- 5.1.7 Invoicing [on behalf of the iGTs for their transportation charges](#)
- 5.1.8 [iGT Query services](#)
- 5.1.9 Data Migration and cleansing of iGT Supply Point information
- 5.1.10 [Provision of data on behalf of iGTs to other parties e.g. Smart Metering DCC.](#)
[Note: if the iGT Agency Services are not in place when the DCC or its foundation equivalent commence, an alternative means of providing iGT data will have to be developed.](#)

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5.2 Out of Scope

- 5.2.1 Any process not described above as In Scope

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Detailed Requirements Analysis

6. Assumptions and Concerns

6.1 Assumptions

6.1.1 At implementation, iGT sites will adopt the prevailing GT UNC services and processes

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6.1.2 For the purposes of the BRD it is assumed that Xoserve will perform the invoicing function on behalf of all iGTs so to ensure that all the relevant data items are captured. This will be an optional service for iGTs and some/all iGTs may choose to continue to invoice themselves.

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6.2 Dependencies

6.2.1 Approval of the requirements by PN UNC

6.2.2 Approval by Ofgem following the appropriate UNC Modification process.

6.2.3 Approval of relevant regulatory change in iGT Codes

6.2.4 Approval of any changes to Shipper/Supplier/GT licences

6.3 Risks & Issues

6.3.1 Not all Shippers/Suppliers attend the workgroups or are represented therefore there may be opposition to any potential Modifications raised.

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6.4 Outstanding Workgroup Questions

6.4.1 At what pointy in its lifecycle should a new CSEP be added to the Supply Point Register?

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6.4.2 Process for when updates to a Meter Point (e.g. new MPRN or updates to AQ) results in the CSEP exceeding the maximum CSEP AQ?

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6.4.3 If a nested CSEP is adopted by an iGT – what transportation pricing rules should be applied?

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6.4.4 At the point of creating a CSEP will the Supply Meter Point AQ be provided by the iGT or will it need to be derived by Xoserve from the appropriate NEXA?

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6.4.5 Does the iGT transportation offer have a validity period – or will it adopt the 6 month rule as detailed in the large GT UNC?

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6.4.6 Once iGT Meter Points are on the Supply Point Register will the Meter Points be aggregated within the CSEP for gas nomination purposes or will they be aggregated with the Meter points in the exit zone that feeds the CSEP?

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- [6.4.7](#) Meter Point Reference Number Allocation (RGMA) impacts?
- [6.4.8](#) How do we change CSEP max AQ, who needs to agree the value?
- [6.4.9](#) How will we calculate the Large GT transportation charges for the iGT Supply Points?
- [6.4.10](#) How will iGT sanctions be applied?

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How often will iGT transportation prices change?

[6.5](#) Constraints

[6.6](#) Design Considerations

[6.7](#) Concerns

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7. Overview of Business Processes

7.1 Current Processes and Process Maps

7.2 To-Be Processes and Process Maps

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8. Business Requirements

Throughout this section reference [may be](#), made to four new [processes](#), designed in the Project Nexus Settlement Workgroup for the submission and processing of meter readings and settlement arrangements. These four future state processes are summarised below;

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- **Product 1, 'Daily Metered Time Critical'**
 - Daily reads obtained and submitted to the GT daily before 10.00 am on GFD+1.
 - Actual or estimated reads may be submitted by the Shipper. Estimates to be provided in accordance with standard industry methodology.
 - The latest valid read loaded [by GFD+5](#) will be used for allocation and energy balancing purposes.

- **Product 2, 'Daily Metered Not Time Critical'**
 - Daily reads obtained and submitted to the GT daily.
 - If the reads are submitted before 10.00 am they will be used for allocation purposes otherwise a read must be received before end of the GFD+1.
 - Actual or estimated reads may be submitted by the Shipper. Estimates to be provided in accordance with standard industry methodology.
 - The latest valid read loaded by GFD+5 will be used for final allocation and energy balancing purposes.

- **Product 3, 'Batched Daily Readings'**
 - Daily readings are obtained for each day but are not submitted daily
 - The daily reads are received in batches to a pre-notified frequency
 - Actual or estimated reads may be submitted within the batch by the Shipper. Estimates to be provided in accordance with standard industry methodology.
 - Reconciliation will be carried out based on the valid daily reads received
 - Allocation and energy balancing is based on allocation profiles and AQ

- **Product 4; 'Periodic Readings'**
 - An actual meter reading is submitted periodically.
 - Allocation and energy balancing is based on allocation profiles and AQ
 - Reconciliation is carried out using the methodology determined within the Reconciliation Workgroup

Figure 1 provides a summary of the AQ processes by Settlement Product;

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Figure 1: Summary of the 4 meter reading processes and related AQ processes

Process Description	Read Used for Allocation	Read used for Energy Balancing	Shipper Read Submission	Timing of AQ calculation	Reads used for AQ calculation	Read Type used for the AQ calculation	SOQ Calculation	Reconciliation
Product 1: Daily Metered Time Critical Readings	Daily Read	Daily Read	Daily by 10 am on GFD+1	Monthly	2 reads a minimum of 9 months & max of 36 months apart	Actual Read	Shipper Nominates	Meter Point level following a re-synch or estimate
Product 2: Daily Metered not Time Critical Readings	GT Estimate	Daily Read	Daily by end of GFD+1	Monthly	2 reads a minimum of 9 months & max of 36 months apart	Actual Read	Shipper Nominates	Meter Point level following a re-synch or estimate
Product 3: Batched Daily Readings	Allocation Profiles	Allocation Profiles	Daily Reads in Batches	Monthly	2 reads a minimum of 9 months & max of 36 months apart	Actual Read	GT Derives	Daily Rec at Meter Point level on receipt of a batch of reads
Product 4: Periodic Readings	Allocation Profiles	Allocation Profiles	Periodically	Monthly	2 reads a minimum of 9 months & max of 36 months apart	Actual Read	GT Derives	Meter Point level at receipt of read

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8.1 General Requirements

- 8.1.1 Unless otherwise explicitly stated the [business rules](#) detailed in the Large GT UNC will prevail.
- 8.1.2 At the time of implementation of the administration of iGT supply points on Xoserve Systems the [regulatory arrangements will be in place to support this](#).
- 8.1.3 Transportation charges commence for new iGT Supply Meter Point from the date of meter installation [\(rather than from confirmation date in the GT arrangements\)](#).

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8.2 iGT Specific Data

- 8.2.1 iGT Licence information including the following must be maintained in a timely manner
 - 8.2.1.1 iGT Licence full name
 - 8.2.1.2 iGT Licence short code
 - 8.2.1.3 iGT Licence start date
 - 8.2.1.4 iGT Licence end date
 - 8.2.1.5 iGT Licence User Name
 - 8.2.1.6 iGT Licence User Name start date
 - 8.2.1.7 iGT User Name end date
- 8.2.2 An iGT Licence can transfer between iGTs (mergers, de-mergers, acquisitions etc).
- 8.2.3 The iGT Licence full name and short code, unless raised in error, should never change.

8.3 Supply Point Register

- 8.3.1 CSEPs must be uniquely identifiable. [A unique CSEP id will be used against which certain data will be held and maintained.](#)
- 8.3.2 [It is likely that a CSEP status will be maintained e.g. Planned, Live, Dead to facilitate CSEP set-up and ongoing services.](#)
- 8.3.3 The date on which the CSEP was created will be recorded. [\(Is this date of registration on the system or contractual date?\)](#)
- 8.3.4 The geographical location of the CSEP must be captured; this could be a Grid Reference or Post Code? [\(Could there be more than one set of references?\)](#)
- 8.3.5 The LDZ in which the CSEP is to be established must be provided by the iGT

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8.3.6 The Exit Zones from which the CSEP is to be fed must be provided by the iGT

8.3.7 Each CSEP will be subject to a maximum off-take AQ which must not be breached as new Meter Points are added to the Supply Point Register against the CSEP or following AQ updates to existing Meter Points. Where the Max AQ is breached the update will be processed and a report issued to the relevant iGT and GT notifying them that the Max AQ has been exceeded. An early warnings report may be provided where the CSEP AQ reaches [85%] of the CSEP Max AQ.

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8.3.8 The CSEP maximum off-take AQ may change from time to time.

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8.3.9 The ability is required to prospectively set the maximum off-take AQ.

8.3.9.1 CSEP maximum off-take AQ start date

8.3.9.2 CSEP maximum off-take AQ end date

8.3.10 The agreed source pressure delivered at the CSEP as defined in the NEXA should be captured.

8.3.11 The ability may be required to prospectively set the agreed source pressure delivered at the CSEP if this information is stored for GT sites.

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8.3.11.1 Source Pressure Start Date

8.3.11.2 Source Pressure End Date

8.3.12 The Source Pressure delivered at the CSEP may change from time to time?

8.3.13 A CSEP may be created within or as an extension to an existing CSEP (this is called a nested CSEP.)

8.3.14 Where a nested CSEP arrangement is in place it is necessary to be able to identify the lead CSEP, i.e the first CSEP arrangement connected to the DN, to support the calculation of transportation charges and to ensure the CSEP Max AQ is not breached.

8.3.15 Multiple nesting within a CSEP may exist; the relationship between CSEPS must be maintained. (Do we need to calculate/detail transportation charges accrued through each CSEP until the CSEP in question is reached?)

8.3.16 CSEP created correctly and in a timely manner and the relevant Shipper(s) informed

8.3.17 Meter Point Reference Numbers must be created accurately and in a timely manner.

8.3.18 All Meter Point Reference numbers shall be associated to their CSEP.

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8.3.19 The AQ for new Supply Meter Points is derived from a published table that details AQ by Property type by Region as detailed in the NEXA. (Will the meter point AQ be provided by the iGT or will we need to derive it?)

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8.3.20 Supply Point confirmed accurately and in a timely manner

- [8.3.21](#) Supply Point data to be recorded accurately & in a timely manner.
- [8.3.22](#) Supply Point events to be recorded accurately & in a timely manner.
- [8.3.23](#) New smaller Supply Meter Points may be confirmed in “Bulk” as per iGT UNC (CI - 13.7/13.8/13.9) **(need to understand the detail of this)**

8.4 Asset Details

- [8.4.1](#) Meter asset details and updates to be recorded accurately and in a timely manner via RGMA flows received from the Shipper.
- [8.4.2](#) Meter asset install or removal information provided by a non-shipper organisation shall be stored in the Connection and Disconnection Store and shall generate a data flow (CDJOB) to the incumbent shipper (as occurs on the GT networks).

8.5 Meter Reads

- [8.5.1](#) Meter reads to be submitted via the standard flows, validated and processed in a timely manner

8.6 Pricing

- [8.6.1](#) Transportation charges updated accurately & in a timely manner and reflected in transportation charges.
- [8.6.2](#) Transportation charges shall be set prospectively.
- [8.6.3](#) A history of transportation charge rates shall be maintained.
- [8.6.4](#) IGT Transportation Charging methodology is determined by Licence and CSEP and is fixed for the length of the agreement?
- [8.6.5](#) Two iGT pricing methodologies exist for Large Supply Points **(what about SSPs? & legacy sites – Pre RPC?)**
 - [8.6.5.1](#) Based on Asset Value (Fixed Rate)
 - [8.6.5.2](#) Based on Monthly AQ (Check this?) (Commodity)
- [8.6.6](#) Transportation charging formula. **Need to consider how price changes are managed, need to keep history of price changes for audit purposes**
- [8.6.7](#) Where a CSEP is extended, the transportation charge for the additional meter points will be different to those for meter points in the originally defined CSEP. **(How are these handled?)**

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8.7 CSEP Lifecycle

8.7.1 A request to create a CSEP will only be accepted from an iGT party to Xoserve.

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8.7.2 The iGT making such a request must warrant that they have a valid IGT Licence for the new CSEP

8.7.3 On creation a CSEP must be associated with the relevant iGT Licence.

8.7.4 On creation of a new CSEP it must be possible to associate one or more Shippers with the CSEP based at meter point level.

8.7.5 The ownership of a CSEP may be transferred in whole or part to another iGT within an agreed timescale.

8.7.6 If a partial transfer of ownership is required, this will be detailed at meter point level. (If a partial transfer is required – will this result in new Licences?)

8.7.7 The ownership of a CSEP may be transferred in whole or part to a GT within an agreed timescales.

8.7.8 A history of the ownership of all CSEPS must be maintained.

8.7.9 A CSEP may be adopted by a GT. (does this mean that standard GT transportation charges would apply? What if it is a nested CSEP?)

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8.7.10 It must be possible for CSEPS recorded in error to be removed.

8.7.11 A prospective date may be set to indicate the last effective date of a CSEP. (Required for when a CSEP reaches the end of its life.)

8.7.12 The CSEP end date may, from time to time, be changed.

8.7.13 New meter points may not be associated with a CSEP once its end date has been reached.

8.7.14 A history should be maintained of the industry participant name associated with the MDD (Market Domain Data) Code.

8.8 Queries

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8.8.1 Queries processed in a timely manner

8.9 CSEP Gas Nominations and Allocations

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8.10 EUC's

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8.11 iGT Invoicing

The transportation charging basis on iGT networks is not the same as on GT networks. The charges to shippers are, in simplistic terms, a day rate. The charges are not directly based upon gas transported or AQ.

8.11.1 Invoice documents will be produced in respect of each Billing Period.

8.11.2 A Billing period is a calendar month.

8.11.3 The Invoice functionality will include adjustment charges.

8.11.4 The Invoice structure and content will be as that defined in the iGT UNC Appendix G-1 RPC Invoice Template.

8.11.5 An accounts receivable file will be sent to each iGT for accounting and cash collection purposes.

8.11.6 Will the invoice be approved by the iGT prior to issue to the shipper?

8.12 jGT Invoice cash collection

8.12.1 jGTs shall retain the cash collection function.

8.13 GT invoicing to the CSEP

8.13.1 Currently the GT charges to shippers are based upon a shippers aggregate SSP AQ at the CSEP and individual LSP AQ. This data is provided by the iGT. The LSP is subject to reconciliation at the CSEP, the data to perform the reconciliation is provided by the iGT with the reconciliation calculated by Xoserve. The reconciliation charges are issued on a GT invoice.

8.13.2 What will the GT invoicing arrangements be?

8.14 Termination and Insolvency (re Invoicing)

8.14.1 ???

8.15 Portfolio Information

8.15.1 Reporting needs to be reviewed but assumed that the Shippers will receive the same reports for CSEPs as they do for GT sites.

8.15.2 Reports for iGTs & GTs need to be defined. There is an opportunity to develop a new reporting suite taking advantage of the position that Xoserve will be able to report on GT and iGT supply meter points, to meet Shipper requirements.

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8.15.3 iGTs and GTs will have requirements for data from Xoserve systems, arrangements will be in place to provide this.

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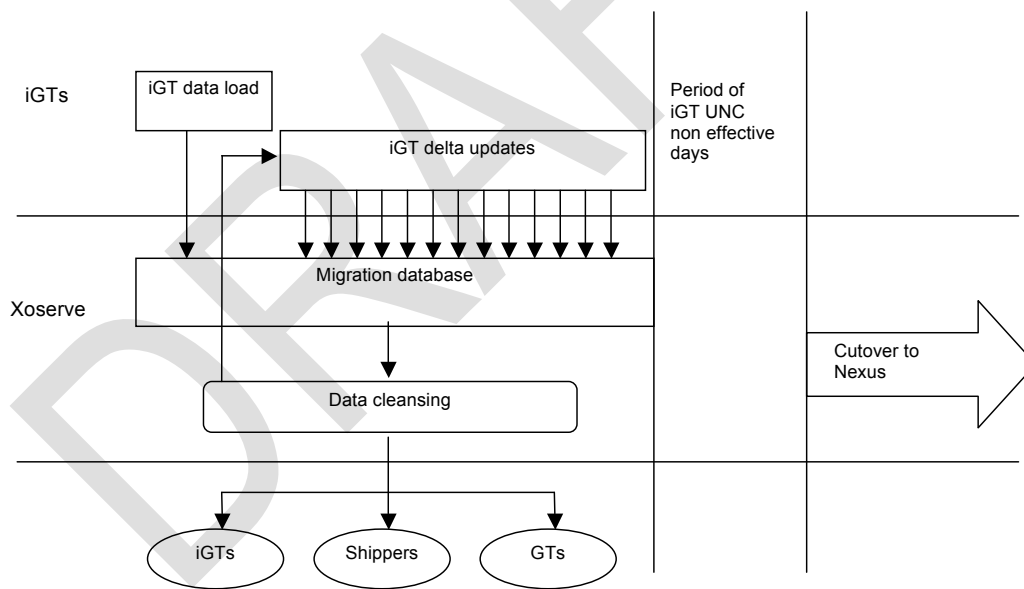
9. Transitional Rules

Transitional rules are required to deal with the period immediately prior to and following the implementation of these rules.

Any transitional requirements/issues will be identified during the analysis stage and discussed at the Workgroup.

9.1 Migration activity

There is a requirement to implement the iGT Agency Services functionality in a controlled and secure manner. Presently, the data needed to perform the services is held within each iGT organisation. There may be some discrepancies in the way data is held and there is a requirement to ensure this data can be migrated to Xoserve systems in a state needed to perform the iGT Agency Services. Initial thoughts on the migration activity are shown in the diagram below.



It is possible that some non-effective days may be required to facilitate the cutover. This has occurred for previous UK Link implementations e.g. the technology re-fresh in 2008 and RGMA in 2004.

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10. Non-Functional Business Requirements

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11. Document Control

Version History

Version	Status	Date	Author(s)	Summary of Changes
0.1	Initial Draft	13/03/2012	Xoserve	First draft for review at PN UNC on 25/04/2012
0.2	Draft	04/05/2012	Xoserve	For review at PN UNC on 15/05/2012

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Reviewers

Name	Version	Date

Approval

Name	Role	Date
PN UNC		

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