Meeting name	Imbalance Settlement Group
Date of meeting	26 May 2009
Paper title	Change Proposal Progression
Purpose of paper	For Decision
Synopsis	This paper provides: • 6 Change Proposal (CPs) for decision; • an update on CP1282 following SVG99; and • details of the status of all Open Draft Change Proposals (DCPs) and Change Proposals (CPs).

1   Introduction

1.1   This paper provides details of 6 Change Proposals for you to consider and agree on their progression. ELEXON issued the CPs, and Parties/Party Agents impact assessed the changes via Change Proposal Circular (CPC) 00660, with the exception of CP1275 v2.0 assessed via CPC00658. In light of these assessments ELEXON invites the ISG to decide whether to approve or reject the CPs.

1.2   This paper also provides an update on CP1282 'Maintenance of Outstation Types as part of Compliance and Protocol Approval' following the discussion of the CP at the SVG meeting on 05 May 2009.

2   Summary of Change Proposals for Progression

2.1   CP1275 v2.0 – Supplier Agents – Access to Meter Protocols

2.1.1   We presented CP1275 'Party Agents - Access to Meter Protocols' to the ISG (ISG99/01) on Tuesday, 28 April 2009, for decision. The ISG believed that CP1275 should encourage co-operation from Meter manufacturers in resolving interoperability issues. Although they were in support of the aims of CP1275, concerns were raised regarding the proposed redline text within BSCP601.

2.1.2   The ISG felt the proposed redline text was drafted in a manner that could be construed as placing an obligation on non BSC Parties to provide Meter Protocols and Configuration Software to BSC Party Agents. The ISG suggested that ELEXON redraft the redline text in order to:

• ensure the solution does not create an unenforceable obligation; and
• create awareness amongst manufacturers regarding the importance of making their Meter Protocols and Configuration Software available to BSC Party Agents.

2.1.3   We assessed how to best incorporate the ISG comments regarding the proposed redlining in BSCP601.

2.1.4   We have subsequently redrafted the redlining in BSCP601 (as available in attachment A) to reflect a *request* for manufacturers to acknowledge their intention to provide the relevant Protocols and Configuration Software:

• 'upon request' by BSC Party Agents; and

- 'subject to confidentiality agreements'.

2.1.5   We concede that the proposed changes would not force manufacturers to make their Protocols and Configuration Software available to BSC Party Agents (which we could not do). However, we would be creating awareness amongst manufacturers that this information is important in terms of reducing interoperability issues within the market.

2.1.6   On 5 May 2009, we asked the SVG to note the ISG concerns over the enforceability of the proposed redlined text. The SVG:

- agreed that the amended redlining of BSCP601 resolved the ISG concerns;
- agreed that CP1275 v2.0 would improve the current situation; and
- approved CP1275 v2.0, (with the amended redlining) for implementation in the November 2009 Release.

2.1.7   Our recommendation, based on how we have resolved the ISG's concerns and that CP1275 v2.0 will improve the current situation is to:

- **AGREE** the amended redlining for BSCP601; and

- **APPROVE** CP1275 v2.0 for inclusion in the November 2009 Release.

2.2   CP1278 v2.0 – Streamlining the SVA Standing Data Change Process

2.2.1   We raised CP1278 in January 2009, which recommends changes to BSCP507, so that the processes and forms currently used to notify changes to Standing Data are only used upon a new Supplier's entry into the market. CP1278 would redesign Form BSCP507/01A to show exactly which information is required upon initial participant entry, and to allow all the information to be entered into a single form.

2.2.2   Following industry consultation, via CPC00654, we updated CP1278 to version 2 this revised solution retains the flexibility for Suppliers to submit Standing Data updates to the SVAA on an ad-hoc basis if they wish to.

2.2.3   We received 7 consultation responses to CP1278 v2.0; of these 6 agree and 1 was neutral. We did not receive any further comments on CP1278 v2.0 or proposed redlined.

2.2.4   Our recommendation, based upon the responses to the impact assessments received, and that CP1278 will improve efficiency and reduce unnecessary effort is to:

- **AGREE** the redline text changes for BSCP507 and BSCP537 Appendix 1;

- **APPROVE** CP1278 v2.0 for inclusion in the November 2009 Systems Release; and

- **NOTE** that ELEXON will work with the SVA Agent to identify a longer term solution for handling standing data updates.

2.3   CP1283 – Revisions to data correction processes in BSCP18

2.3.1   We raised CP1283 on 03 April 2009 as a result of an operational review of the BSCP18 'Corrections to Bid-Offer Acceptance Related Data' process. CP1283 aims to address the issues highlighted during the review and in so doing improve the efficiency and effectiveness of the current Bid-Offer Acceptance (BOA) related data correction process.

2.3.2   We received 6 consultation responses to CP1283; all responses received were in favour of the proposed changes to BSCP18.

2.3.3   Our recommendation, based on unanimous support for this change and the anticipated benefit of improved efficiency, is to:

- **APPROVE** CP1283 v1.0 for implementation in the November 2009 Release.

2.4   CP1284 – Ability for Third Parties to raise Change Proposals and replacement of energywatch with National Consumer Council

2.4.1   We raised CP1284 on 03 April 2009. CP1284 aims to align BSCP40 with Section F of the Code to:

- Allow Third Parties designated by the Authority to raise Change Proposals (CPs) and Draft Change Proposals (DCPs). Section F states that the Authority may designate Third Parties to raise Modification Proposals. Currently, BSCP40 does not reflect this. CP1284 would avoid the potentially anomalous situation of a Party being able to propose changes to the Code, but not to the more detailed supporting documentation; and

- Amend references of energywatch to the National Consumer Council (already amended in Section F of the Code).

2.4.2   We received 7 responses; of these 5 agreed, 1 disagreed and 1 was neutral. Initially one respondent was opposed to change (as they did not support the ability for Third Parties to raise CPs). We provided clarification that if a Third Party could raise a CP, they would *only* be able to do so if the Authority designated them to do so. The respondent has confirmed that they are now comfortable with this change.

2.4.3   We recommend, based on CP1284 aligning the provisions of BSCP40 with that of Section F of the Code and majority industry support, that you:

- **APPROVE** CP1284 for implementation in the November 2009 Release.

2.5   CP1286 – BSCP18 Operational Review: Additional flag in Transmission Company's BOAL file to indicate an amended Bid-Offer Acceptance

2.5.1   We raised CP1286 on 3 April 2009. CP1286 would introduce a process to automate Bid-Offer Acceptance Level (BOAL) data corrections. Currently, the BSC Agent manually enters BOAL data corrections, as the BSC Systems will reject any automatically sent BOAL data corrections. This is time consuming, introduces the risk of human error, and reduces the transparency of the process to BSC Parties as data corrections only appear in Settlement Administration Agent (SAA) Settlement Reports and are not reported on the Balancing Mechanism Reporting Service (BMRS) or via TIBCO.

2.5.2   CP1286 would add a new field, the 'Amended Acceptance Flag', to the BOAL file. The BSC Systems would be amended so that they automatically accepted a BOAL data correction if the Amended Acceptance Flag is set to True. This functionality will only be used in accordance with BSCP18.

2.5.3   Implementing in November 2009, alongside Approved Modification P217 'Revised Tagging Process and Calculation of Cash Out Prices', significantly reduces the implementation cost to £550.

2.5.4   We received 5 impact assessment responses; of these 4 agreed and 1 was neutral. Respondents reported no impact from the change and provided no additional arguments.

2.5.5   We recommend, based on the improvements in the transparency and the efficiency of the BOAL data correction process and industry support, that you:

- **APPROVE** CP1286 for implementation in the November 2009 Release.

2.6   CP1293 – Housekeeping changes to BSCP537 Appendix 1 – Self Assessment Document (SAD)

2.6.1   We presented the details of CP1293 to ISG last month on 28 April 2009, PAB on 30 April 2009 and SVG on 5 May 2009 and asked them to agree that CP1293 is a Housekeeping Change. All three of the committees agreed.

2.6.2   CP1293 would amend the Self Assessment Document (BSCP537 Appendix 1) to reflect changes that the SVG approved as part of CP1272 'Use of Appointment and Termination Flows in Unmetered Supplies (UMS)'.

2.6.3   CP1272 removed the requirement in BSCP520 ('Unmetered Supplies Registered in SMRS') for Suppliers to send D0155[1], D0148[2] and D0151[3] flows to Unmetered Supplies Operator's (UMSOs). These changes were not reflected in BSCP537 Appendix 1 (as part of CP1272).

2.6.4   CP1293 would change the guidance text in Section 17 (UMSO) of BSCP537 Appendix 1. UMSOs (who are in the Qualification process) are currently asked to explain how they will ensure that they can receive and process the D0148, D0151 and D0155 data flows from Suppliers (sections 17.1.3; 17.1.4; 17.1.5 and 17.1.7). Because these flows are no longer sent, there is no need to reference them within these sections. The proposed redline changes are shown in attachment J.

2.6.5   Since your last meeting we have emailed all BSC Change Administrators (BCA) and Party Agent Change Administrators (PACAs) to advise them that we have raised CP1293, that you have agreed that it is a Housekeeping CP and that they will not receive an impact assessment request. We haven't received any queries.

2.6.6   ELEXON's recommendation, because CP1293 will ensure consistency between BSCPs and provide clarity to UMSOs going through Qualification, is that you:

- **APPROVE** CP1293 for inclusion in the November 2009 Release.

2.7   Implementation Costs

	BSC Agent	ELEXON		Total		Impacts
	Cost	Man Days	Cost	Cost	Tolerance	
CP1275 v2.0	£0	2.5	£550	£550	10%	CoP10, BSCP601
CP1278	£0	5	£1,100	£1,100	10%	BSCP507, BSCP537 Appendix 1
CP1283	£1,365	2	£440	£1805	10%	BSCP18, NETA IDD Part 2
CP1284	£0	2.5	£550	£550	10%	BSCP40, Teleswitch Agent Service Description, PrA Service Description
CP1286	£0	2.5	£550	£550	10%	NETA IDD Part 2, BMRA URS, SAA URS

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[1] Notification of new Meter Operator or Data Collector Appointment and Terms
[2] Notification of Change to Other Parties
[3] Termination of Appointment or Contract by Supplier

	BSC Agent	ELEXON		Total		
CP1293	£0	0	£0	£0	n/a	BSCP537 Appendix 1

3 Update on CP1282 – Maintenance of Outstation Types as part of Compliance and Protocol Approval

3.1 We presented CP1282 to you for decision at the last ISG meeting. The ISG decided that, as CP1282 is mainly an SVA issue, the ISG decision would reflect the SVG decision. One ISG member expressed some concern that the solution of the CP1282 would remove the validation inherent within the DTC and thus allow for invalid codes to be transferred as well as introducing a manual input process for parties (in order for them to carry out validation in their own system).

3.2 The ISG member also noted that currently using 'dummy codes' should act as a buffer to the timescales for amending the DTCs valid set allowing for new meter types to use these codes until proper code can be established. The use of dummy codes as an interim measure prior to the new meter outstation types being established negates the requirement for CP1282.

3.3 The ISG member further suggested that to expedite the updating process but still maintaining a mechanism for validation, it may be better to incorporating the valid set of Outstation type into Market Domain Data (before removing it from the DTC), as this would be within the control of ELEXON and updated on a monthly basis in line with normal MDD changes.

3.4 We presented CP1282, along with the ISG comments at the last SVG meeting. The SVG deferred their decision on CP1282, asking ELEXON to investigate the MDD option further. We will bring a further update to you following the next SVG meeting.

4 Summary of Open Change Proposals

4.1 There are currently **33** open CPs, ISG own **4** CPs, **10** CPs are co-owned by the ISG and SVG and SVG own the remaining 19 CPs. 6 new CPs have been raised since the last ISG meeting. Details of the new CPs are provided in Appendix 5 on page 26.
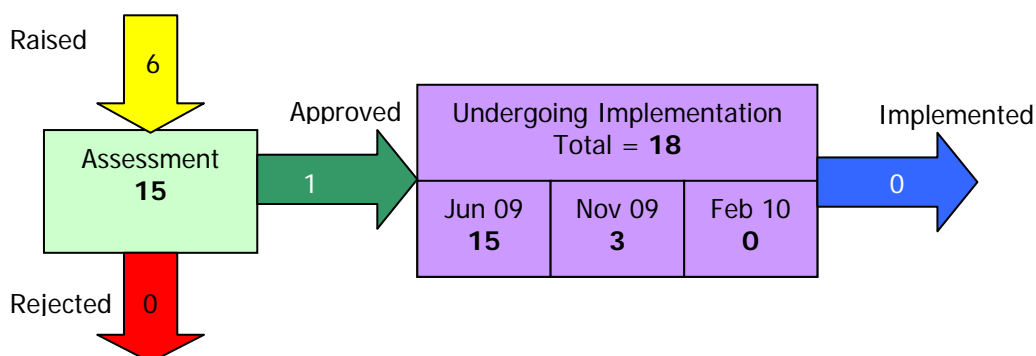
Please note:
- The numbers in the boxes indicate the number of CPs in a given phase.
- The numbers in arrows show the variance in the past month.

4.2 There are currently **no** open DCPs.

5 Recommendations

5.1 The ISG is invited to:

a) **AGREE** the revised redlining of BSCP601 in relation to CP1275 v2.0;

b) **APPROVE** CP1275 v2.0, CP1278, CP1283, CP1284, CP1286 and CP1293 for implementation in the November 2009 Release;

c) **NOTE** the update on CP1282; and

d) **NOTE** the status of all open Draft Change Proposals and Change Proposals.

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List of Appendices:
Appendix 1 – Detailed Analysis of CP1278
Appendix 2 – Detailed Analysis of CP1283
Appendix 3 – Detailed Analysis of CP1284
Appendix 4 – Detailed Analysis of CP1286
Appendix 5 – New Draft Change Proposals and Change Proposals
Appendix 6 – Release Information

List of Attachments:
Attachment A – CP1275 v2.0 – BSCP601 redlined amended
Attachment B – CP1278 v2.0 – BSCP507 redlined
Attachment C – CP1278 v2.0 – BSCP537 Appendix 1 redlined
Attachment D – CP1283 – BSCP18 redlined
Attachment E – CP1283 – NETA IDD Part 2 redlined
Attachment F – CP1284 – BSCP40 redlined
Attachment G – CP1284 – PrA Service Description redlined
Attachment H – CP1284 – Teleswitch Agent Service Description redlined
Attachment I – CP1286 – NETA IDD Part 2 redlined
Attachment J – CP1293 – BSCP537 Appendix 1 redlined

Appendix 1 – Detailed Analysis of CP1278 - Streamlining the SVA Standing Data Change Process

1   Introduction

1.1   ELEXON raised CP1278 v1.0 'Streamlining the SVA Standing Data Change Process on 9 January 2009.

1.2   CP1278 seeks to modify the processes by which SVA Standing Data changes are made to improve efficiency and reduce unnecessary effort. ELEXON has noted that, in practice, elements of the current process are not widely used and that achieving full compliance with the procedures requires great effort with limited practical benefits.

1.3   BSCP507 'Supplier Volume Allocation Standing Data Changes' contains a process where Suppliers are required to update the SVA Agent (the SVAA) each time any changes occur to a Supplier's agent appointments in a GSP Group. Submitting this information is a manually intensive process involving a number of different paper-based forms. The large amount of paperwork involved can often lead to error. In practice, the majority of necessary updates to standing data are identified by the SVAA as part of its validation procedures, where incoming Settlement data is checked automatically against its own records. Using a process introduced by CP1093[4] in 2005, the SVAA updates a Supplier's set of standing data based on the Settlement information received from Data Aggregators so that Volume Allocation can proceed. Each month the SVAA provides a report to Suppliers detailing all the changes that have been applied, with Suppliers either confirming their approval of the changes or arranging to correct any incorrect agent associations.

2   CP1278 v1.0 Solution

2.1   CP1278 v1.0 proposed two changes to the process. Firstly, the current collection of standing data forms (P0031, P0031 and P0032) would be consolidated into a single BSCP507/01A form containing all the information required for a Supplier to establish a set of standing data within SVAA.

2.2   Secondly, the obligation in BSCP507 for Suppliers to submit standing data updates within one Working Day of a change of Supplier Agent appointment would be removed. Suppliers would only be required to provide the BSCP507/01A form upon initial market entry, while subsequent changes to standing data would be progressed using the automated process managed by the SVAA.

2.3   The removal of this obligation would also result in a change to the Self Assessment Document, BSCP537 Appendix 1, as Suppliers would no longer have to demonstrate as part of the Qualification process that they have controls in place to submit BSCP507 forms beyond their initial entry into the market.

3   CP1278 v1.0 Participant Impact Assessment

3.1   We issued CP1278 v1.0 for participant impact assessment on 9 January 2009 as part of CPC00651. 12 responses were received, of which 7 respondents agreed with the change and 5 were neutral.

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[4] CP1093: Failure of Suppliers to Submit Valid Standing Data Relationships

3.2   No comments were received on the proposed changes to the Code Subsidiary Documents.

4   BSC Agent Impact Assessment

4.1   The SVA Agent noted in their impact assessment that applying changes to the SVAA database as a result of the automated process takes up to 10 man days of effort per month, as there are still manual reports that need to be issued and processed regularly. It is likely that this effort will increase over time as the proportion of standing data changes handled through this process grows as a result of CP1278, however no specific costs have been identified as a result of this.

4.2   Other than this slight change in activity, no specific system or process changes are required and no associated BSC Agents costs will be incurred by CP1278.

4.3   The SVA Agent explained that having prior notice of changes allows better workload planning and would always be beneficial. We agreed that there were possible ways of improving the whole standing data process, potentially using making use of an on-line interface. However, this would be a long term measure, and a solution to the current issues is required in the short term. We will look at the costs and potential benefits of taking such a solution forward.

5   CP1278 v2.0 Solution

5.1   In considering the SVA Agent impact assessment, and noting the generally positive response from industry impact assessment, we suggested a variation to the solution. The obligation for Suppliers to submit BSCP507 forms will be removed as originally proposed, but a mechanism would be retained so that where necessary, Suppliers can still provide updates to the SVAA so as to give prior notice of more substantial standing data changes. The same method would also be used to update information relating to Data Collectors, which is not covered by the automated process.

5.2   This variation required some minor revisions to the drafting of BSCP507 as follows:

- Step 3.3.1 required Suppliers to send the new BSCP507/01A form:
    - a) Upon initial market entry, no later than 5WD after the SSD for a Supplier appointment; and
    - b) Subsequent to initial market entry, as required by the Supplier.
- The Key Milestones in section 1.3 was modified slightly to reflect the flexibility available to Suppliers.

     The changes to BSCP537 Appendix 1 remained as originally drafted.

6   CP1278 v2.0 Participant Impact Assessment

6.1   We took the opportunity to discuss the details of this variation with the Suppliers that responded to the impact assessment of CP1278, and received a favourable response. However to provide full transparency to industry, on 3 April 2009 we issued a second version of CP1278, along with the revised redlining, for impact assessment via CPC00660. This revised redlining is available in attachments B and C.

6.2   We received 7 responses to the second impact assessment, of which 6 supported CP1278 v2.0 and one was neutral. No comments were received on the proposed redlined text.

7 Impact on ELEXON

7.1 The estimated cost for ELEXON to implement CP1278 v2.0 is £1,100.

8 Recommendation

8.1 ELEXON's recommendation, based upon the responses to the impact assessments received, and that CP1278 will improve efficiency and reduce unnecessary effort is to:

- **APPROVE** CP1278 v2.0 for inclusion in the November 2009 Systems Release; and
- **NOTE** that ELEXON will work with the SVA Agent to identify a longer term solution for handling standing data updates.

CP1278 Lead Analyst: Stephen Francis (0207 380 4038)

Table 1: Industry Impact Assessment Summary for CP1278 v2.0 - Streamlining the SVA Standing Data Change Process

Organisation	Capacity in which Organisation operates in	Agree?	Days Required to Implement
NPower Limited	Supplier, Supplier Agents	Yes	-
EDF Energy	Supplier, NHH Agent and HH MOP	Yes	10
ScottishPower	Supplier, LDSO, HHDA, NHHDA, HHDC, NHHDC, HHMOA, NHHMOA	Yes	0
Scottish and Southern Energy	Supplier/Generator/ Trader / Party Agent / Distributor	Yes	0
E.ON	Supplier – NORW, EELC, EENG, EMEB, PGEN	Yes	0
British Energy Direct Limited	Supplier	Yes	-
E.ON UK Energy Services Ltd	NHH DC/ DA MOA	Neutral	0

Table 2: Impact Assessment Responses[5]

Organisation	Agree?	Comments	Impacted?
NPower Limited	Yes	Minor Changes to processes	Yes
EDF Energy	Yes	Minor process updates	Yes
ScottishPower	Yes	Documentation Changes Only	No

Table 3: Comments on the redline text

We did not receive any comments on the redline text.

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[5] Please note that we have only included responses in this table where the respondent provided additional information.

Appendix 2 – Detailed Analysis of CP1283 - Revisions to data correction processes in BSCP18

1 Why Change?

1.1 Background

1.1.1 We raised CP1283 as a result of an operational review of BSCP18 'Corrections to Bid-Offer Acceptance Related Data' which was undertaken by ELEXON on behalf of the Imbalance Settlement Group (ISG). The conclusions of the review are summarised in ISG94/05, which was presented to ISG on 25 November 2008.

1.2 What is BSCP18?

1.2.1 BSCP18 describes the procedure for making corrections to Bid-Offer Acceptance (BOA) related data errors. The processes, key interfaces and timetables are outlined for:

- ELEXON;
- The Settlement Administration Agent (SAA);
- The Transmission Company (TC); and
- BSC Parties.

1.2.2 The procedure is used to input corrections to BOA-related data within BSC Central Systems. The data includes:

- Erroneous Final Physical Notification (FPN);
- Bid-Offer Data (BOD);
- Quiescent Physical Notification (QPN); and
- Bid-Offer Acceptance Level (BOAL) data.

1.2.3 All data corrections are submitted by the Transmission Company (TC) to the SAA with the agreement of the affected BSC Parties. The corrections currently require authorisation by ELEXON. The authorised data corrections are then entered manually into the SAA system by the SAA.

1.3 The Problem

1.3.1 We noted various concerns from industry regarding the efficiency of the current BOA-related data correction process. In particular:

- The authorisation and processing of significant numbers of BOA-related data corrections following unplanned outages; and
- Parties not adhering to the timescales stipulated in BSCP18 creates delays in the processing and authorisation of BOA-related data. This creates a problem as it needs to be completed in time for the Settlement Final (SF) Run.

1.3.2 These industry concerns were captured in ISG paper ISG91/04 and presented to ISG at its meeting on 26 August 2008.

1.3.3 The ISG agreed that an operational review of BSCP18 should be carried out in order to identify any changes required to BSCP18. The objectives of the review (as agreed by the ISG) were:

- To identify changes, which can be made to improve efficiency and effectiveness of the process;
- To specify the new requirements for the BSCP18 process; and
- To draft and recommend changes to give effect to any potential improvements identified.

2   Solution

2.1   CP1283 proposes a solution that involves amendments to BSCP18 and consequential changes to NETA IDD Part 2[6], these changes are highlighted below.

2.1.1   Proposed Changes to BSCP18:

- Include a specific time period for Parties to respond to the Transmission Company (TC) on receipt of amended BOAs from the TC. Timescales will be amended within sections 3.1[7] and 3.2[8] of BSCP18 in order to specify the requirements of the current process.

    In addition, a clause will be included within section 3.1 that will allow the TC to determine alternative arrangements in order to deal with exceptional circumstances that may arise e.g. where a number of data corrections have been issued in quick succession.

- The basic principle of the BSCP18 process relates to changes made prior to the SF run with the consent of the Transmission Company and the Lead Parties of the affected Balancing Mechanism (BM) Units.

    ELEXON's role in this process does not create any additional benefit during the majority of routine data corrections. Therefore ELEXON will be removed entirely from section 3.1 and will only play a minor role within section 3.2.

2.1.2   Changes to NETA IDD Part 2:

Proposed changes within BSCP18 will remove the requirement (in certain instances) for the BSCCo, SAA and the TC to provide specific data flows (SAA-I034 'Report recommended data change', SAA-I035 'Receive instruction for data change' and SAA-I036 'Report confirmation of data change') to each other. This change needs to be reflected within the NETA IDD Part 2 document.

There are two instances where the above flows are used:

1. **Data corrections related to Emergency Instructions (Section 3.3)** – for Emergency Instructions there will be no change as part of this CP.

2. **Data corrections not related to Emergency Instructions (Section 3.2)** - for non-Emergency Instruction data corrections, the proposed changes remove the need for the SAA to send a SAA-I034 flow in response to receiving an SAA-I033 flow. In addition the SAA-I036 is now sent in response to a SAA-I033 (rather than a SAA-I035 flow) for non-Emergency Instruction data corrections.
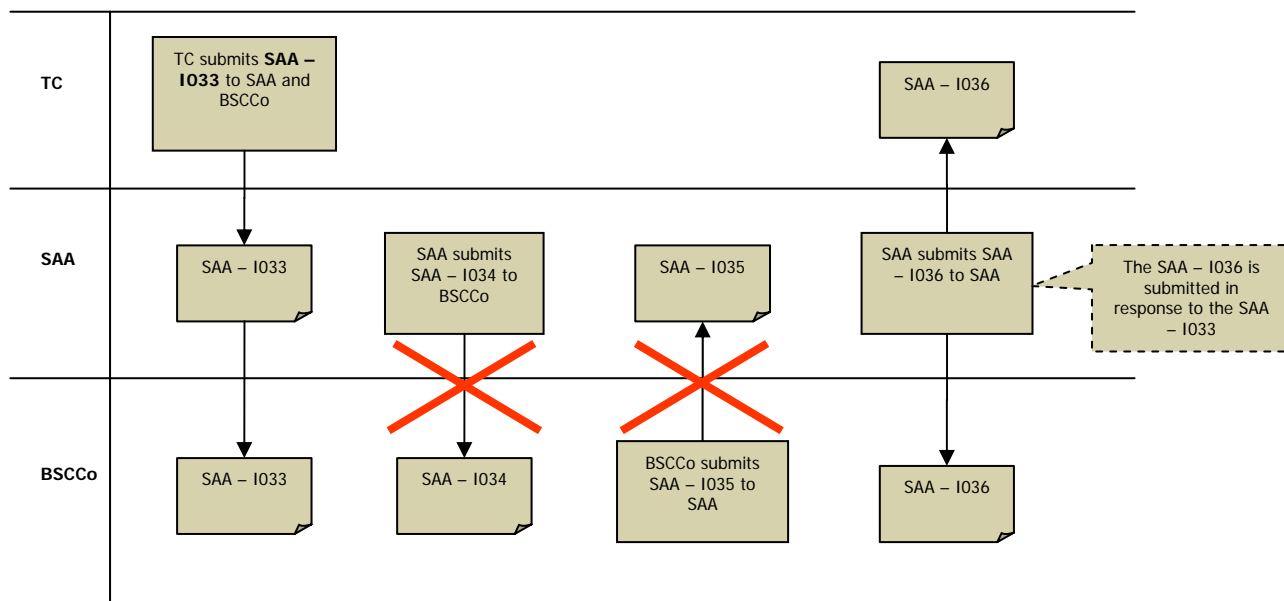
2.1.3   The diagram below outlines the proposed process for Non Emergency Instruction's:

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[6] NETA Programme - Interface Definition and Design - Part 2
[7] Identification and Agreement of Changes to Data (excluding changes arising from Emergency Instruction)
[8] Corrections of SAA databases (excluding changes arising from Emergency Instruction)

Non Emergency Instructions

TC	TC submits **SAA – I033** to SAA and BSCCo			SAA – I036	
SAA	SAA – I033	SAA submits SAA – I034 to BSCCo	SAA – I035	SAA submits SAA – I036 to SAA	The SAA – I036 is submitted in response to the SAA – I033
BSCCo	SAA – I033	SAA – I034	BSCCo submits SAA – I035 to SAA	SAA – I036	

2.1.4 In order to address these changes, the NETA IDD Part 2 will be updated in order to show:

- that an SAA-I034 is only sent to BSCCo (and a SAA-I035 only returned to the SAA) where the data correction is related Emergency Instruction, and

- that the SAA-I036 is sent in response to a SAA-I033 for non-Emergency Instruction data corrections.

3 Intended Benefits

3.1.1 CP1283 would ensure that parties are clearly aware of their responsibilities within the BSCP18 processes and the timescales associated with each activity.

4 Industry Views

4.1.1 We issued CP1283 for impact assessment in April 2009 (via CPC00660). We received 6 responses; all responses received were in favour of the proposed changes to BSCP518.

5 Impacts and Costs

Market Participant	Cost/Impact	Implementation time needed
ELEXON	2 man days equating to £440	November 09 Release suitable
Generators	A respondent highlighted that there would be minor internal process and documentation.	The respondent required 5 days notice period. November 09 Release suitable.

6   Implementation Approach

6.1   We recommend that CP1283 should be approved for the November 2009 Systems Release.

7   Recommendation

7.1   Our recommendation, based on majority support for this change and the anticipated benefit of reduced efficiency, is to:

- **APPROVE** CP1283 for implementation in the November 2009 Release.

CP1283 Lead Analyst: Stuart Holmes (0207 380 4135)

Table 1: Industry Impact Assessment Summary for CP1283 - Revisions to data correction processes in BSCP18

IA History CPC number	CPC00660	Impacts	BSCP18		
Organisation		**Capacity in which Organisation operates in**		**Agree?**	**Days to Implement**
NPower Limited		Supplier, Supplier Agents		Yes	-
ScottishPower		Supplier, LDSO, HHDA, NHHDA, HHDC, NHHDC, HHMOA, NHHMOA		Yes	5
Scottish and Southern Energy		Supplier/Generator/ Trader / Party Agent / Distributor		Yes	0
E.ON		Supplier – NORW, EELC, EENG, EMEB, PGEN		Yes	0
EDF Energy		Supplier, NHH Agent and HH MOP		Neutral	-
E.ON UK Energy Services Ltd		NHH DC/ DA MOA		Neutral	0

Table 2: Impact Assessment Responses[9]

Organisation	Agree?	Comments	Impacted?	ELEXON Response
ScottishPower	Yes	**Capacity in which Organisation is impacted** : Generator **Impact on Organisation:** Minor internal process and documentation changes. **How much Implementation Notification is required from receipt of approved redline text changes**? 5 **Would implementation in the proposed Release have an adverse impact?** No	Yes	Response noted.

Table 3: Comments on the redline text

We did not receive any comments on the redline text.

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[9] Please note that we have only included responses in this table where the respondent provided additional information.

Appendix 3 – Detailed Analysis of CP1284 - Ability for Third Parties to raise Change Proposals and replacement of energywatch with National Consumer Council

1   Why Change?

1.1   Background

1.2   We raised CP1284 on 03 April 2009. We issued CP1284 for impact assessment (via CPC00660) in April 2009.

1.3   Third Parties to raise Change Proposals

1.4   CP1284 proposes to make two changes to the list in BSCP40, in order to make it consistent with that in Section F.

1.5   Section F2.1.1 of the Balancing and Settlement Code (BSC) sets out the parties who are allowed to raise Modification Proposals. This includes: a BSC Party (other than BSCCo and the BSC Clearer), the National Consumer Council, the BSC Panel (in limited circumstances) and 'such other bodies representative of interested third parties as may be designated in writing for this purpose by the Authority from time to time'.

1.6   The list in BSCP40 (unlike that in F2.1.1) currently has no reference to interested third parties designated by the Authority.

1.7   To date, Ofgem has not granted the power to raise Modification Proposals to any such 'bodies representative of interested third parties'. On 18 June 2008 Ofgem issued a consultation document[10] that included a proposal for Ofgem to designate a third party with Distributed Energy interests to be able to raise BSC Modifications. However, in its decision document[11], Ofgem decided not to progress this proposal.

1.8   However, if Ofgem designated such a body, ELEXON believes that BSCP40 should allow them to propose changes to the Code Subsidiary Documents and other configurable items. This would avoid the potentially anomalous situation of a body being able to propose changes to the Code, but not to the more detailed supporting documentation.

1.9   Replace references to energywatch with National Consumer Council

1.10   In October 2008, the Authority issued a direction[12] (referred to on the ELEXON website as ADN0004) to change references to energywatch in the BSC (and other industry codes) to National Consumer Council. BSCP40 and the Teleswitch Agent and Profile Administrator Service Descriptions still reference energywatch, and therefore require amendment to reflect what is in Section F of the Code.

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[10] This consultation document is available on the Ofgem website at
http://www.ofgem.gov.uk/Pages/MoreInformation.aspx?docid=4&refer=sustainability/environment/Policy/SmallrGens/DistEng
[11] The decision document is available on the Ofgem website at
http://www.ofgem.gov.uk/Pages/MoreInformation.aspx?docid=25&refer=sustainability/environment/Policy/SmallrGens/DistEng
[12] The direction is available on the Ofgem website at
http://www.ofgem.gov.uk/Pages/MoreInformation.aspx?docid=200&refer=Markets/RetMkts/Compl/ConsRep

2   Solution

2.1   Third Parties to raise Change Proposals

2.1.1   Amend BSCP40 to reflect Section F, to allow Third Parties as designated by the Authority to raise Change Proposals and Draft Change Proposals. See attachment F for the redlined changes.

2.2   Replace references to energywatch with National Consumer Council

2.2.1   Replace references to energywatch with National Consumer Council, to reflect what is in Section F of the code (see attachment A for the redlining). Remove two further references to energywatch in the Teleswitch Agent and Profile Administrator Service Descriptions. (See attachments G and H for the redlining).

2.3   Housekeeping changes

2.3.1   In addition to the above, housekeeping changes to BSCP40 have been included with CP1284. These amendments reflect the changes brought about by the approved Modification P197 'SVA Qualification Processes Review', where references to accreditation have been removed:

- Section 1.1 'Purpose and Scope of the Procedure', where a redundant footnote (footnote 2) has been deleted; and

- Section 1.5 'Associated BSC Procedures', where reference to the redundant BSCP 531 have been removed.

3   Intended Benefits

3.1   CP1284 will ensure that in future any party designated to raise Modifications will also be able to raise Change Proposals. This will facilitate the efficient operation of the change process (by avoiding any need for such a party to raise a Modification Proposals when a Change Proposal would suffice).

3.2   CP1284 will also align BSCP40 with Section F of the Code following ADN0004, where references to 'energywatch' will be replaced with 'National Consumer Council'.

4   Industry Views

4.1   We issued CP1284 for impact assessment in April 2009 (via CPC00660). We received 7 responses; of these 5 agreed, 1 disagreed and 2 were neutral.

4.2   Initially one respondent was opposed to change (as they did not support the ability for Third Parties to raise CPs), but we provided clarification that, if CP1284 were implemented, a Third Party could only raise a CP if the Authority designated them to do so.

4.3   One respondent expressed a view that, with respect to Third Parties raising CPs, it would be sensible to wait for the outcome from Ofgem's Code of Governance Review. ELEXON explained, that CP1284 would ensure that BSCP40 is consistent with the Code, and that Party that can raise Modifications, could also raise CPs. The respondent accepted the explanation provided but still believes that it would be better to wait for an outcome from Ofgem's Code of Governance review.

4.4   No additional comments were made by respondents in support of the change.

5   Impacts and Costs

Market Participant	Cost/Impact	Implementation time needed
ELEXON (Implementation)	Approximately 2.5 Working Days, which is equivalent to £550.	November Release suitable
BSC Parties and Party Agents	All respondents except one, indicated that they would not be impacted by this change. One respondent highlighted that they would need to make some minor changes to internal documents.	Zero Working Days, November Release suitable

6   Implementation Approach

6.1   We recommend that CP1284 is included for implementation in November 2009, as this is the next available release.

7   Recommendation

7.1   We recommend, based on CP1284 aligning the provisions of BSCP40 with that of Section F of the Code and majority industry support, that you:

- **APPROVE** CP1284 for implementation in the November 2009 Release.

CP1284 Lead Analyst: Sherwin Cotta (0207 380 4361)

Table 1: Industry Impact Assessment Summary for CP1284 - Ability for Third Parties to raise Change Proposals and replacement of energywatch with National Consumer Council

Organisation	Capacity in which Organisation operates in	Agree?	Days Required to Implement
NPower Limited	Supplier, Supplier Agents	Yes	-
EDF Energy	Supplier, NHH Agent and HH MOP	Yes	-
ScottishPower	Supplier, LDSO, HHDA, NHHDA, HHDC, NHHDC, HHMOA, NHHMOA	Yes	0
Scottish and Southern Energy	Supplier/Generator/ Trader / Party Agent / Distributor	Yes	0
E.ON	Supplier – NORW, EELC, EENG, EMEB, PGEN	Yes	0
British Energy Direct Limited	Supplier	No	-
E.ON UK Energy Services Ltd	NHH DC/ DA MOA	Neutral	-

Table 2: Impact Assessment Responses[13]

Organisation	Agree?	Comments	Impacted?	ELEXON Response
NPower Limited	Yes	We agree with both sets of changes proposed but feel that this should have been raised as 2 separate CPs; one for the housekeeping changes (including replacement of Energy refs) and one for the change to allow 3rd parties to raise CPs	No	ELEXON explained that both these changes were relatively minor and that it was more cost effective to merge these changes into one CP. Npower agreed with the explanation offered and made no further comment.
ScottishPower	Yes	Documentation Changes Only	No	Scottish Power have explained that they would need to update their internal documents and that this would be done within a day.
Scottish and Southern Energy	Yes	We agree with the changes to replace references to energywatch with National Consumer Council. However, with regards to the ability for third parties raising Change	0	ELEXON confirmed that giving third parties the ability to raise CPs, was to avoid an anomalous situation where a party could raise a Modification but not a CP. The respondent

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[13] Please note that we have only included responses in this table where the respondent provided additional information.

		Proposals, we believe that it would be sensible to leave this until we have the outcome of Ofgem's Code of Governance Review.		understands the logic provided in the proposal but still believes that it would better to wait for an outcome from Ofgem's Code of Governance Review.
British Energy	No	Agree with the CP with regards to replacing all references to Energywatch with National Consumer Council. However, hesitant to agree the CP because of the terminology included within the section 'Parties designated by the Authority', where it states...'Ofgem to designate a third party with Distributed Interests to be able to raise BSC modifications'. The term 'third party' is not defined and is too general, provoking concerns that this could potentially result in Change Proposals being raised from a wide range of 'third parties'.	-	ELEXON provided further clarification, that only Third Parties that are designated by Ofgem to raise CPs could do so, as opposed to any Third Party. Following this clarification, the respondent was in support of the CP.

Table 3: Comments on the redline text

We didn't receive any comments on the redline text.

Appendix 4 – Detailed Analysis of CP1286 - BSCP18 Operational Review: Additional flag in Transmission Company's BOAL file to indicate an amended Bid-Offer Acceptance

1 Why Change?

1.1 Background

1.2 ELEXON raised CP1286 on 3 April 2009.

1.3 BSCP18 'Corrections to Bid-Offer Acceptance Related Data' describes the procedure for making corrections to Bid-Offer Acceptance (BOA) related data. This includes erroneous:

- Final Physical Notification (FPN);
- Bid-Offer Data (BOD);
- Quiescent Physical Notification (QPN); and
- Bid-Offer Acceptance Level (BOAL) data.

1.4 The Transmission Company submit BOA related data to the BSC Systems via an automated process. However, the BSC Systems will reject any BOA data if it represents a data correction. Therefore the BSC Agent manually inputs data corrections into the BSC Systems.

1.5 The Problem

1.6 The manual data correction process causes the following problems:

- It is very time consuming for ELEXON, the BSC Agent and the Transmission Company to manually authorise and process a large volume of data corrections;

- It introduces the risk of human error; and

- It is not transparent. Manual data corrections are not published on the Balancing Mechanism Reporting Service (BMRS) and nor is a TIBCO message generated to inform participants.

1.7 Whilst other file types are rarely subject to data corrections, this is a particular issue for the BOAL file. Two unplanned National Grid outages on 6 May 2008 and 17 June 2008 highlighted the problem. Each required a significant number of BOAL corrections (over 150 in each case) and demonstrated that the current processes are inefficient.

1.8 These inefficiencies led to the Imbalance Settlement Group (ISG) initiating the BSCP18 Operational Review. The Operational Review sought to identify improvements to the efficiency and effectiveness of the data corrections processes (see ISG91/04 and ISG94/05 for further information). CP1286 is one of the outputs of the BSCP18 Operation Review (along with CP1283 'Revisions to data correction processes in BSCP18').

2 Solution

2.1 CP1286 proposes to allow the BSC Systems to automatically accept amended BOAL files. This would require a change to the Transmission Company's BOAL file and the BSC Systems BOAL loader. CP1286 does not propose changes to the BSCP18 'Corrections to Bid-Offer Acceptance Related Data' data correction processes (those changes are proposed in CP1283).

2.2 This change would link in to the implementation of Approved Modification P217 'Revised Tagging Process and Calculation of Cash Out Prices' which is also changing the BOAL file. To implement

P217 the Transmission Company is developing a new file, which will contain a System Operator Flag (SO-Flag) to identify where a transmission constraint potentially impacts a BOA. The name of this new file is the Bid-Offer Acceptance Level Flagged (BOALF).

2.3 Under CP1286 the Transmission Company would develop their new BOALF file to include an 'Amended Acceptance Flag'. The BOALF file would look as follows (the P217 and CP1286 changes are shown redlined in square brackets):

Record Type	Field	Format	Units	Comments
BOALF	Bid Offer Acceptance Number	Numeric	-	The bid offer acceptance number is an incremental number ranging from 1 to ((2 to the power 31) minus 1), value reset to 1 after maximum is reached.
	CP1286 Assessment Report (BSCP18 Operational Review: Additional flag in Transmission Company's BOAL file to indicate an amended Bid-Offer Acceptance)	Date Time	-	
	Deemed Bid Offer Flag	Alphanumeric	-	Either 'FALSE' or 'TRUE'
	[P217]SO-Flag	[P217]Alphanumeric	[P217]-	[P217]Either 'FALSE' or 'TRUE'
	Time from	Date Time	-	
	Acceptance Level from	Numeric	MW	Between –9999 and +9999
	Time to	Date Time	-	
	Acceptance Level to	Numeric	MW	Between -9999 and +9999
	[CP1286]Amended Acceptance Flag	[CP1286]Alphanumeric	[CP1286]-	[CP1286]Either 'FALSE' or 'TRUE'

2.4 The BSC Agent is already developing the BSC Systems to receive the new BOALF file and would include the 'Amended Acceptance Flag' at zero additional implementation cost. This is only the case if the change is implemented alongside P217 in the November 2009 Release. The Transmission Company is developing the BOALF file and would also include CP1286 alongside P217 at zero additional development cost.

3   Intended Benefits

3.1   CP1286 would:

- reduce the manual inefficiencies of the current process;

- reduce the risk of human error in a BOAL data correction;

- increase the transparency of BOAL data corrections to Parties. Currently the SAA-I014 (Settlement Reports) flow notifies Parties of BOAL data corrections (issued 5 Working Days after the Settlement Day following the Interim Information (II) Settlement Run). The BMRS does not publish BOAL data corrections, nor is a TIBCO message issued. Under CP1286 BOAL data corrections would update the BMRS and, if necessary, issue a TIBCO message.

4   Industry Views

4.1   We issued CP1286 for impact assessment in April 2009 (via CPC00660). We received 5 responses; of these 4 agreed, and 1 was neutral. Respondents noted no impact from the change and did not note any additional arguments.

5   Impacts and Costs

Market Participant	Cost/Impact	Implementation time needed
BSC Agent (BMRA, SAA)	Estimated cost (to implement changes to the SAA and BMRA systems, processes and documents): £0 (if implemented in the November 2009 Release alongside P217)	November 2009 suitable
ELEXON (Implementation)	2.5 Working Days (WDs) or £550 to implement change	November 2009 suitable
Transmission Company	No additional cost if implemented in the November 2009 Release alongside P217	November 2009 suitable
Market participants	Participants reported no impact or implementation costs	0 WDs requested (November 2009 suitable)

6   Implementation Approach

6.1   The proposed implementation date is the November 2009 Release. By implementing this change alongside P217 the additional development cost of the BSC Agent and Transmission Company would be zero.

7   Conclusion

7.1   CP1286 would improve the BOAL data correction process. It would speed up the process (particularly for multiple data corrections), reduce the risk of human error and increase the

transparency of BOAL data corrections to Parties. Impact assessment respondents support the change and there are zero system development costs from implementing in the November 2009 Release. With this in mind we recommend the approval of CP1286 for implementation in the November 2009 Release.

8   Recommendation

8.1   We recommend, based on the improvements in the transparency and the efficiency of the BOAL data correction process and industry support, that you:

- **APPROVE** CP1286 for implementation in the November 2009 Release.

CP1286 Lead Analyst: Andrew Wright (0207 380 4217)

Table 1: Industry Impact Assessment Summary for CP1286 - BSCP18 Operational Review: Additional flag in Transmission Company's BOAL file to indicate an amended Bid-Offer Acceptance

IA History CPC number	CPC00660	Impacts	NETA IDD Part 2		
Organisation		**Capacity in which Organisation operates in**		**Agree?**	**Days to Implement**
NPower Limited		Supplier, Supplier Agents		Yes	-
ScottishPower		Supplier, LDSO, HHDA, NHHDA, HHDC, NHHDC, HHMOA, NHHMOA		Yes	0
Scottish and Southern Energy		Supplier/Generator/ Trader / Party Agent / Distributor		Yes	0
E.ON		Supplier – NORW, EELC, EENG, EMEB, PGEN		Yes	0
E.ON UK Energy Services Ltd		NHH DC/ DA MOA		Neutral	0

We didn't receive any additional comments on this CP or the redline text.

Appendix 5 – New Draft Change Proposals and Change Proposals

New Draft Change Proposals

There are no new Draft Change Proposals this month

New Change Proposals

CP	CVA/SVA	Title	Description	Raised
1288	SVA and CVA	Revisions to Meter test points within Code of Practice 4	RWE Npower raised CP1288, which proposes changes to CoP4 to create consistency between the British Standards and CoP4 for the test points in Meter Calibration checks. Consistency between the British Standards and CoP4 will help prevent Meter Operator Agents and Meter manufacturers from inadvertently using incorrect tests points for calibration checks.	21/04/09
1289	CVA	Correction to the Level 4 password requirement in Code of Practice 2	CP1051 v3.0 'Review of Metering CoP1 and CoP2' was approved by the ISG and implemented in the February 2006 Release. One of the changes made, was to introduce 4 different levels of security for retrieving and/or programming various metering parameters in CoP1 and 2. During the implementation of CP1051 v3.0, the words 'other than' were omitted from the level 4 password requirements in CoP2. ELEXON has raised CP1289, to amend the level 4 password requirements in CoP2, in order to be consistent with the requirement in CoP1.	01/05/09
1290	SVA	Rationalise and Simplify Unmetered Supplies requirements following a review by an Expert Group	ELEXON raised CP1290 on behalf of the Meter Administrator Expert Group (MAEG), to correct a number of inaccuracies and inconsistencies that were identified in BSCP520. The correction of these inconsistencies will prevent confusion, particularly for new entrants who may not be familiar with the arrangements.	01/05/09
1291	SVA	Clarify requirements on Meter Administrators relating to Equivalent Meters	ELEXON raised CP1291 on behalf of the MAEG. CP1291 recommends changes to BSCP520 to: • establish Population, Amendment and reporting of data within an Equivalent Meter (EM); • clarify Fault Reporting; and • include a requirement for a Technical Specification for EM Calculations.	01/05/09

CP	CVA/SVA	Title	Description	Raised
			The inclusion of a Specification for EM calculations will assist the Auditor in assessing the MA action in executing its obligations under BSCP520. It will also ensure that MAs are clear on their obligations. CP1291 also proposes to clarify the MA responsibilities when managing faults, which is particularly important for new entrants, who may not be familiar with the arrangements.	
1292	SVA	Clarify Meter Administrator requirements relating to PECU arrays.	ELEXON raised CP1292 on behalf of the MAEG. CP1292 recommends changes to BSCP520 to provide additional clarity for Meter Administrator requirements relating to Photo-Electric Cell Unit (PECU) arrays. The recommended changes will help ensure that Half Hourly (HH) Unmetered data is calculated accurately, by having clear requirements for the siting, upkeep and defaulting processes for PECU array data. CP1292 proposes changes to the BSCP520 to add clarity and remove the potential of doubt about the correct process. Additionally, the amended BSCP520 will provide a clearer guidance to the Auditor in terms of the expectations on the Meter Administrator following PECU or PECU Array failure.	01/05/09
1293	SVA and CVA	Housekeeping changes to BSCP537 Appendix 1 – Self Assessment Document (SAD)	CP1272 'Use of Appointment and Termination Flows in Unmetered Supplies (UMS)' removed the requirement in BSCP520 for Suppliers to send 3 data flows to Unmetered Supplies Operators (UMSOs). In addition CP1272 introduced a requirement within BSCP501 for Licensed Distribution Systems Operators (LDSOs) to inform UMSOs of any changes. The Supplier Volume Allocation Group (SVG) approved CP1272 in March 2009 (SVG97/01) for inclusion in the June 2009 Release. Following the approval of CP1272, we have identified that the approved changes to BSCP520 and BSCP501 need to be reflected within BSCP537 Appendix 1: Self Assessment Document (SAD) to ensure consistency between the documents. This impact was missed during the impact assessment of CP1272. The changes to BSCP537 Appendix 1 are minor consistency changes, required to reflect the revisions to BSCP501 and BSCP520. On this basis they are being progressed via a Housekeeping Change.	05/05/09

Appendix 6 – Release Information

Key to Release Plan

Change Proposals and Modification Proposals in **BLACK** text represents SVA changes, **RED** text represents CVA changes and **BLUE** text represents changes which impact both the SVA and CVA arrangements.

The Authority decision dates are provided in the following format:	
P	Modification Proposal number
(< date)	Date by which a determination must be made by the Authority in order for the Modification Proposal to be implemented within the indicated release
Pro✓/Pro✗	Indicates that the Panel's recommendation to the Authority was to Approve/Reject the proposed Modification
Alt✓/Alt✗	Indicates that the Panel's recommendation to the Authority was to Approve/Reject the Alternative Modification

		Release Date			
		June 2009 Scope (Imp. Date 25 Jun 09)	**November 2009 Scope (Imp. Date 05 Nov 09)**	**February 2010 Scope (Imp. Date 25 Feb 10)**	**Standalone Releases**
Change Proposals	Pending		1267, 1275, 1278, 1283, 1284, 1285, 1286, 1287, 1288, 1289, 1290, 1291, 1292, 1293	1282	There are currently no changes in a stand alone release.
	Approved	1249 v2.0, 1256, 1257, 1259, 1264, 1265, 1266, 1268, 1270, 1271, 1272, 1273, 1274, 1277, 1279	1248 v2.0, 1269, 1281		
Modifications	Pending	P230 Pro✓, P233 Pro✓	P234 Pro✓	Currently there are no Modifications targeted at this Release.	
	Approved	P215 Alt✓, P226 Pro✓, P222 Alt✗	P217 Alt✓, P223 Alt✓		
Updates		The June 2009 Release is progressing to time and quality. All documentation has now been approved for the Release with the exception of the new BSCP33 which still needs to go to the Panel. The software changes are also progressing to plan.	The November 2009 Release is currently progressing to time and quality. We held a successful industry seminar on pricing and P217 on 21 April which received positive feedback. All changes for the November 09 Release will be implemented on 5 November 2009 with the exception of P223 which has an implementation date of 1 December 2009.		

Final CP Scope of the June 2009 Release

CP	Title	Impacts	Demand Led Cost	ELEXON Operational		Total
				Man Days	Cost	
CP1249 v2.0	Correcting MDDM and SVAA Terminology	SVA Data Catalogue vol. 1 and 2.	£0	2	£440	£440
CP1256	Action on Backdated D0052 flows	BSCP504, BSCP520	£0	4	£880	£880
CP1257	Calculation of EAC for Temporary Supplies	BSCP520	£0	2	£440	£440
CP1259	Distributor-Supplier Notification where a Site is capable of Exporting (microgeneration)	BSCP515, SVA Data Catalogue Volume 1	£0	3	£660	£660
CP1264	Clarification of Password Requirements in the Codes of Practice	CoP1, CoP1, CoP3, CoP5, CoP6, CoP7, BSCP601	£0	2	£440	£440
CP1265	Technical Assurance Documentation Changes Following Review	SVA and CVA TAA Service Descriptions, CVA Data Catalogue, CVA Data Catalogue Annex A, BSCP27, BSCP535, NETA IDD Part 1 and Part 2	£870	4.5	£990	£1,860
CP1266	Updates and Refinements to BSCP504	BSCP504	£0	1.5	£330	£330
CP1268	Publication of new Funds Administration Agent (FAA) Service Description	FAA Service Description	£0	1	£220	£220
CP1270	Improvements to the MDD Process	BSCP509, BSCP509 Appendix	£0	3.5	£770	£770
CP1271	Align Market Domain Data (MDD) Approval Timetable to SVG Meetings	BSCP509	£0	10	£2,200	£2,200
CP1272	Use of Appointment and Termination Flows in Unmetered Supplies (UMS)	BSCP501, BSCP520	£0	3	£660	£660
CP1273	Changes to the scope of CoP10 to cover current transformer operated Meters	CoP10, BSCP601	£0	4	£880	£880
CP1274	Transfer of Meter Technical Details	BSCP504, BSCP514	£0	2	£440	£660
CP1277	Change to UMS Charge code Approval Process	BSCP520	£0	6	£1,320	£1,320
CP1279	Housekeeping Change to BSCP515 – Licensed Distribution	BSCP515	£0	0	£0	£0
	Total[14]		£870	48.5	£10,670	£11,540

[14] A Tolerance of 20% applies for both Demand Led costs and ELEXON Operational Costs

Draft CP Scope of the November 2009 Release

CP	Title	Impacts	BSC Agent (Demand Led)	ELEXON Operational		Total
				Man Days	Cost	
CP1248 v2.0	Early release of Meter Technical Details by the Non Half Hourly Meter Operator Agent	BSCP514, BSCP533 Appendix A and BSCP533 Appendix B	£4,200	3	£700	£4,900
CP1269	Publication of Additional Non Half Hourly Combination Data in Market Domain Data	BSCP509, BSCP509 Appendix, SVA Data Catalogue Vol. 1 and Vol. 2	£73,775	57	£12,540	£86,315
CP1281	Revenue Protection: requiring NHHDC to send EAC/AA data to the Supplier via the DTC.	BSCP504	£0	1	£220	£220
	Total[15]		**£77,975**	**61**	**£13,460**	**£91,435**

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[15] A Tolerance of 20% applies for both Demand Led costs and ELEXON Operational Costs

ELEXON

CP1275 v2.0 - REDLINE CHANGES TO BSCP601 V10.1 CONFORMED SECTION 1 – SEE BELOW:

1. Introduction

1.1 Scope and Purpose of the Procedure

This BSC Procedure defines the processes for Meter Manufacturers, Meter Operator Agents, Suppliers, Half Hourly Data Collectors and other Half Hourly Metering Equipment users to apply for Compliance Testing and Protocol Approval. This procedure covers the application process, submission of Metering Equipment, communications with the Compliance and Protocol Testing Agents, the issue and removal of certificates. For the avoidance of doubt, this procedure applies only to Half Hourly Metering Equipment.

Protocol Approval

This process is defined to:

a)   Approve a Protocol for Settlement purposes; and

b)   ensure that a qualified Half Hour Data Collector is capable of appropriate communications with Metering Equipment.

Metering Equipment Compliance

This process is defined to ensure that Metering Equipment is designed and manufactured to the requirements of the relevant Code/s of Practice. Each Compliance Approval is specific to that Metering Equipment tested including type reference and any firmware and software versions. Metering Equipment firmware and software updates not affecting Compliance need not be re-approved. Notification of any such change is to be provided to BSCCo.

When applying for Compliance Approval in respect of Metering Equipment, the Meter Manufacturer should acknowledge, on its application form included at section 3.1.3, its intention to provide relevant Settlement outstation Protocols to BSC Parties (via their Party Agents) upon request. The Meter Manufacturer should also acknowledge, on its application form included at section 3.1.3 its intention to make available to Meter Operator Agents, upon request, the Meter Manufacturer's software that will enable the Meter Operator Agent to re-configure the relevant Meters and/or Outstations (the "Configuration Software"). The Meter Manufacturer may require the disclosure of Settlement Outstation Protocols and Configuration Software to be subject to a confidentiality agreement[1].

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[1] Confidentiality agreements shall not prohibit Party Agents from fulfilling their BSC obligations.

1.2 Main Users of Procedure and their Responsibilities

The main users are Meter Manufacturers, Half Hourly Data Collectors, Meter Operator Agents, Compliance and Protocol Testing Agents and BSCCo.

- The Applicant is responsible for submitting applications for the testing of Metering Equipment, arranging for testing to be conducted and any costs associated with testing.

- The Applicant is responsible for submitting notification of any amendment to Metering Equipment or Data Retrieval system for an existing Approval.

- The Compliance and Protocol Testing Agents are responsible for receiving Metering Equipment, undertaking the testing of that Metering Equipment and providing a written report to BSCCo of the findings of such tests.

- The Meter manufacturer is responsible for confirming its intention to ensure that BSC Parties have access to the relevant Settlement Outstation Protocols.

- The Meter manufacturer is responsible for confirming its intention to ensure that Meter Operator Agents have access to the Meter manufacturer's Configuration Software.

- BSCCo is responsible for the selection of suitably accredited Compliance and Protocol Testing Agents, the scheduling of tests and the determination of successful tests together with the issue of certificates.

- Half Hour Data Collector Agents are required to ensure that approval is obtained for each type of Metering Equipment that it collects data for Settlement purposes.

SECTION 2 - 3.1.1 WILL NOT BE IMPACTED BY CP1275.

CP1275 - REDLINE CHANGES TO BSCP601 V10.1 SECTION 3.1.3 – SEE BELOW:

ELEXON

3.1.3 Form F601/03 – Protocol Approval and Compliance Testing

Part 1 of 3

F601/03

PROTOCOL APPROVAL AND COMPLIANCE TESTING APPLICATION FORM (PART 1)

Ref. No[2]……………..

I wish to apply for Protocol Approval of the Products identified in Section **B** below: ☐ tick as appropriate

I wish to apply for Compliance Testing of the Products identified in Section **C** below: ☐ tick as appropriate

Section A: DETAILS OF APPLICANT

Company Name: ………………………………….

Address: …………………………………………………………….…

        …………………………………………….………………….

Participant Role: ………………………………….(e.g. Meter Manufacturer)

Contact Name: ………………………………….

Contact Tel. No: …………………………...………..

Fax. No: …………….……………………...

E-mail: …………………….………...

Signature: ………………………………….

Date of Application: ……………………….

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[2] Reference No. obtainable from ELEXON Limited

Section B: REQUEST FOR PROTOCOL APPROVAL

Please enter the details of the Metering Equipment type(s) and Data Collector(s) to be Protocol Approved.

Data Collector | Metering Equipment

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Note:
For Data Collectors seeking Protocol Approval, enter one entry in the left hand column and the Metering Equipment type/s to be tested in the right hand column.

For Manufacturers seeking Protocol Approval, enter the Metering Equipment type in the right hand column and the Data Collector/s to conduct the testing in the left hand column.

Section C: REQUEST FOR COMPLIANCE TESTING

Metering Equipment Description

Manufacturer	Type	Serial No.	OFGEM TYPE APPROVAL STATUS		
			APPROVED	**IN PROGRESS**	**NONE**
1					
2					
3					

I intend to provide Settlement Outstation Protocols and Configuration Software to relevant Party Agents on request: [   ] tick as appropriate

Applicable Codes of Practice for Metering Equipment Testing

Code of Practice *	Issue		Code of Practice *	Issue	
ONE TWO THREE			FIVE SIX SEVEN [CP1261]TEN		

* Delete Codes of Practice not applicable.

SECTION'S 3.2 – END OF DOCUMENT WILL NOT BE IMPACTED BY CP1275.

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CP1278 v2.0 – Proposed changes to BSCP507

Under CP1278, ongoing changes to SVA Standing Data would be dealt with through the automated update procedure first introduced by CP1093, with Suppliers having the option to submit ad-hoc updates using a new form.

As part of this CP, housekeeping changes to remove references to BETTA Data Take-on Procedure BDTP38 from BSCP507 are also being progressed.

BSCP507, v13.0:

1.2   Main Users of Procedure and their Responsibilities

The main users of this procedure are:

- Suppliers, via their relevant authorised signatory or alternatively their nominated Non Half Hourly (NHH) Balancing Mechanism (BM) Unit representative, to raise / confirm Supplier / Supplier Agent and NHH BM Unit changes.

- The Balancing and Settlement Code Company (BSCCo) who authorises Supplier / Supplier Agent related changes.

- The SVAA who notifies the CRA of changes to the SVAA contact details.

- The SVAA who processes any changes to the Supplier / Supplier Agent and NHH BM Unit Supplier Volume Allocation standing data and notifies the relevant Supplier of such changes via a monthly report; and.

- The SVAA who processes any change to the NHH BM Unit Supplier Volume Allocation standing data. Prior to providing any NHH BM Unit data to the SVAA, Suppliers are required to ensure that their relevant authorised signatory or nominated NHH BM Unit representative has been registered as a relevant Authorised Person in accordance with BSCP38 and/or BDTP38.

1.3   Use of the Procedure

The key milestones for changes to standing data requested through BSCP507 is that the Supplier Volume Allocation Standing Data Change form must be provided for Supplier / Supplier Agent related changes as follows are established as follows:

- Following a Supplier's initial entry into the market, Supplier and Supplier Agent related standing data must be provided no later than five Working Days (WD) after the first Supply Start Date (SSD) for the Supplier appointment in the GSP Group.

- no later than five Working Days (WD) after the Supply Start Date (SSD), for the first or last Supplier appointment/de-appointment in the GSP Group.

- for a Supplier Agent change, no later than one WD after the confirmation of the appointment/de-appointment of the Supplier Agent in the GSP Group for that Supplier.

- ~~no later than five WDs after a Supplier Volume Allocation (SVA) Run for a change to the Data Aggregator standing data.~~

- Following the initial registration of standing data, subsequent updates must be confirmed by the Supplier no later than ten WDs following receipt of a monthly report of standing data changes from the SVAA.

The Supplier must ensure that Non Half Hourly Balancing Mechanism (BM) Unit changes are received by the SVAA no later than Gate Closure for the period to which the BM Unit applies. BM Unit changes provided after this timescale will not be processed by the SVAA.

The SVAA must ensure that any changes to their contact details must be provided to the CRA within 1 WD of those changes becoming effective.

The remaining sections in this document are~~-~~:

- Section 2 - This section is no longer in use.
- Section 3 - Interface and Timetable Information: this section defines in detail the requirements of each business process~~, as displayed in Section 2~~.
- Section 4 - Appendices: this section contains relevant supporting information. In addition, Appendix 4.1.1 Data Flows contains references to the BSC SVA Data Catalogue.

1.5 Associated BSC Procedures

BSCP11	-	Trading Queries and Trading Disputes
BSCP38	-	Authorisations
~~BDTP38~~	~~-~~	~~Authorisations~~
BSCP508	-	Supplier Volume Allocation Agent

…

1.6 Acronyms and Definitions

1.6.1 Acronyms

The terms used in this BSC Procedure are defined as follows:

AFYC	Average Fraction of Yearly Consumption
BCA	BSC Change Administrator
~~BDTP~~	~~BETTA Data Take-on Procedure~~
BM	Balancing Mechanism

…

Sections 1.1, 1.4, and 2 – no changes

3.1   Supplier / Supplier Agent Standing Data Changes

The following process shall be used upon initial market entry of a Supplier and in cases where a Supplier wishes to notify the SVAA of any subsequent updates. Other changes to standing data are managed through Section 3.4 of this BSCP507, 'Approval of Automatic Standing Data Updates'.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1.1	a) Following initial market entry, nNo later than 5WD after the SSD for a Supplier appointment. / de- appointment. b) Subsequent to initial market entry, as required by the Supplier. b) No later than 1WD after confirmation of appointment for a Supplier Agent appointment / de- appointment.	Authorised signatory to send the BSCP507/01A Form to SVAA.	Supplier.	SVAA.	Details of Supplier / Supplier Agent appointments change including the effective date of the relationship starting and / (if applicable)or ending for the GSP Group(s). Complete Form BSCP507/01A, Part A.	Fax / Email.
3.1.2	Within 1WD of 3.1.1.	Log details of the Form.	SVAA.		Complete Form BSCP507/01A, Part B.	Internal Process.
3.1.3	Within 1 WD of 3.1.2	Verify authorised signatory details.	SVAA.		Form BSCP507/01A, Part B Relevant authorised signatories list	Internal Process

3.1.4	If required, within 1 WD of 3.1.3	Resolve any problems with the authorised signatory details. If the authorised signatory details cannot be accepted, reject form and inform Supplier of reasons for rejection.	SVAA. SVAA.	BSCCo. Supplier.	Form BSCP507/01A, Part A Relevant authorised signatories list Notification of rejection, including reasons for rejection	As agreed.
3.1.5	Where there are any queries with the changes requested on the form, on same day as 3.1.2.	Liaise with the Supplier to resolve any issues.	SVAA.	Supplier.		Fax / Email
3.1.6	Within 1WD of successful verification of both: a) authorised signatory details; and b) changes requested.	Implement changes requested in the SVA System.	SVAA.		Complete Form BSCP507/01A, Part B~~C~~. Proceed in accordance with BSCP508.	Internal Process.
3.1.7	Within 1WD of 3.1.6.	Send notification to Supplier that change(s) incorporated in the SVA<u>A</u> System.	SVA<u>A</u>.	Supplier.	Form BSCP507/01A.	Fax / Post / Email.

3.2   Non Half Hourly Balancing Mechanism Unit Standing Data Changes[5]

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2.1	To be received by SVAA no later than Gate Closure for the Settlement Period to which BM Unit applies.	Send the NHH BM Unit Allocation / revised NHH BM Unit Allocation change proposal (following rejection of change proposal by SVAA).	Supplier.[6]	SVAA.	Form BSCP507/02. P0185 NHH BM Unit Allocation.	Fax / email.
3.2.2	Following 3.2.1 and by Gate Closure for the Settlement Period to which BM Unit applies.	Log change proposal.	SVAA.		Confirmation to date and timestamp all change requests received up to and including Gate Closure on every day of the year.	Internal Process.

Sections 3.3 and 3.4 – no changes. Section 4 – only changes to BSCP507/01A.

---

[5] Suppliers should note the following:
a.   If an NHH BM Unit Allocation is only required to be effective for a particular Settlement Day, Form BSCP507/02 should be submitted with dates in both the Effective From and Effective To fields;
b.   Non Half Hourly consumption will be allocated to the Base BM Unit by default, without any need to submit additional allocations;
c.   Specifying an Effective To date will terminate an allocation to an additional BM Unit once the date has been reached.

[6] The originator of the NHH BM Unit data must be authorised in accordance with BSCP38 or BDTP38.

Replace current BSCP507/01A form with the following:

Supplier Volume Allocation Supplier / Supplier Agent Standing Data Change Form BSCP507/01A

PART A - TO BE COMPLETED BY THE SUPPLIER
(Authorisation of changes required)

AUTHORISED SIGNATORY
NAME   _____

PARTY ID   _____

PASSWORD   _____

SIGNATURE
{Only if sent by Fax}   _____

DATE   _____

PART B - TO BE COMPLETED BY THE SVA AGENT
(Verification of details / change applied)

DATE RECEIVED   _____

NAME AND PASSWORD /
SIGNATURE VALID Y/N   _____

DATE CHANGE(S) APPLIED
TO SVAA SYSTEM   _____

NAME   _____

DATE CONFIRMATION
SENT TO SUPPLIER   _____

TO BE COMPLETED BY THE SUPPLIER

	Supplier in a GSP Group			P0030	Data Aggregator in a GSP Group			P0031	Data Collector in a GSP Group			P0032	Call No.
	GSP Group Id *	Supplier Id *	Effective From Settlement Date (SIGG)	Effective To Settlement Date (SIGG)	Data Aggregator Id	Data Aggregator Type	Effective From Settlement Date (DAIGG)	Effective To Settlement Date (DAIGG)	Data Collector Id	Data Collector Type	Effective From Settlement Date (DCIGG)	Effective To Settlement Date (DCIGG)	Ref No - SVAA to complete
1													
2													
3													
4													
5													
6													
7													
8													
9													
10													
11													
12													
13													
14													

* Note: The GSP Group Id and Supplier Id columns MUST be completed for each record whether it is a P0030, P0031 or P0032

CP1278 v1.0 proposed redline changes to BSCP537 Appendix 1 'Self Assessment Document' v5.0, Section 18:

18.1.2 What controls do you have in place to ensure that the requirements of the BSCPs are met when a Change of Supplier (CoS), Change of LDSO, and or Change of Agent (CoA) event takes place?	The response to this question may cross refer to the response given in 18.1.1. The response should address the following: 1. Sending of appointment and termination notifications on a D0155, D0153 and D0151 data flow and processing of rejection (D0261) and acceptance (D0011) data flows. 2. The sending of an Instruction to Obtain Change of Supplier Reading on a D0072 dataflow on a CoS or CoA event. 3. The sending of Customer Own Readings for CoS on D0071 data flows. 4. The receipt and processing of Change of Supplier Readings received on D0086 data flows. 5. The sending of Request for Metering System Related Details on D0170 data flows. 6. The sending and processing of Metering Technical Details and Metering Reading History on CoA by the old and new agents. 7. The mechanisms in place to monitor the timescales in which the above data flows into and out of your Supplier service and is processed. 8. Sending of PARMS data ~~and Standing Data Changes~~ to the PAA. ~~9.Sending of Standing Data Changes to SVAA.~~		

There are no changes to any other sections.

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CP1283 - REDLINE CHANGES TO BSCP18 V3.0 SECTION 3.1 – 3.2:

3.1.   Identification and Agreement of Changes to Data (excluding changes arising from Emergency Instructions)

REF.	WHEN[1]	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1.1	~~As required and~~No less than 8 WD's before SF Run.	Identify that a data correction is required to data submitted to SAA.	BSC Party or TC[2]	TC	Details of data correction.	E-mail or fax, ~~-TC Internal reporting.~~
3.1.2	Within 1 WD of 3.1.1.	Review proposed data correction and determine if data correction request is valid.	TC		Proposed data correction.	Internal Process.
3.1.3	Within 2 WD of 3.1.2.	Provide details of proposed data correction and agree action to be taken.	TC	BSC Party ~~BSCCo~~	Proposed data correction.	Telephone contact with authorised personnel at BSC Party followed by e-mail.
~~3.1.4~~	~~Within 1 WD of 3.1.3.~~	~~Log proposed data correction and allocate reference number.~~	~~BSCCo~~		~~Proposed data correction.~~	~~Internal Process.~~
~~3.1.5~~	~~Within 1 WD of 3.1.4.~~	~~Provide reference number of proposed data correction.~~	~~BSCCo~~	~~TC BSC Party~~	~~Helpdesk reference number.~~	~~E-mail.~~
3.1.~~4~~6	By 15:00 hrs ~~2 WD before the SF Run.~~within 2 WD of 3.1.3.	Agreed Data Correction received by TC. Proceed to Section 3.2.1.	BSC Party	TC	Refer to Section 3.2.1.	E-mail.

---

[1] *The relevant BSC Party and TC are required to adhere to the timeframes set out above. However, in exceptional circumstances, which shall be determined by the TC e.g. where a number of data corrections are issued in close succession, these timeframes may not be practical. Where the TC has deemed that exceptional circumstances exist, the TC and the SAA shall determine and notify the BSC Party of the alternative process to be used.* For the avoidance of doubt, BSC Parties are expected to contact the TC as soon as they become aware of any potential issues.

[2] The SAA may also notify TC of any such errors.

3.1.5~~7~~	~~After~~ By 15:00 hrs within 2 WD of 3.1.3.~~2 WD before the SF Run.~~	No agreement reached on proposed corrections Proceed to BSCP 11.	~~BSCCo~~ TC or BSC Party	BSCCo, TC or BSC Party as appropriate.	Refer to BSCP 11.	E-mail.

3.2. Corrections of SAA databases (excluding Changes arising from Emergency Instructions)

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2.1	Following 3.1.4~~6~~ and ~~by 15:00hrs~~ 2 WD before SF Run.	Provide SAA data correction.	TC	SAA BSCCo	Receive Request for Data Change (SAA-I033).	E-mail.
~~3.2.2~~	~~As soon as practical following 3.2.1 and to meet timescales of SF run.~~	~~Recommend the most appropriate amendments to accurately reflect the actions taken for the BOA and send for approval.~~	~~SAA~~	~~BSCCo~~	~~Report Recommended Data Change (SAA-I034).~~	~~E-mail.~~
~~3.2.3~~	~~As soon as practical following 3.2.2 and to meet timescales of SF run.~~	~~Check recommended amendments and notify approval changes to be completed.~~	~~BSCCo~~	~~SAA~~	~~Receive Instruction for Data Change (SAA-I035).~~	~~E-mail.~~
3.2.2~~4~~	~~Prior to~~ Up to 1 WD before SF Run.	Update SAA database and confirm database updates have been implemented.	SAA	BSCCo TC	Report Confirmation of Data Change (SAA-I036).	E-mail.
~~3.2.5~~	~~Within 1 WD of 3.2.4~~	~~Confirm database updates have been implemented.~~	~~BSCCo~~	~~BSC Party~~	~~Updates made before SF run~~	~~E-mail.~~

SECTION 3.3 TO END OF DOCUMENT WILL NOT BE IMPACTED BY CP1283

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CP1283 Attachment– Redline changes to Interface Definition and Design: Part 2 - Interfaces to other service providers (Section 7.61; 7.62 and 7.63).

7.61 SAA-I034: (output) Report Recommended Data Change

Interface ID: SAA-I034	User: BSCCo	Title: Report Recommended Data Change	ITT reference: CP995, CP1283
Mechanism: Manual	Frequency: In response to SAA-I033 <u>for an Emergency Instruction</u>	Volumes: Low	
Interface Requirement: The SAA will report to the BSCCo and recommend a course of action with regards to a request for data change received from the System Operator (via SAA-I033) where the request is marked as an Emergency Instruction.			
Non Functional Requirement:			
Issues:			

7.62 SAA-I035: (input) Receive Instruction for Data Change

Interface ID: SAA-I035	Source: BSCCo	Title: Receive Instruction for Data Change	ITT reference: CP995, CP1283
Mechanism: Manual	Frequency: In response to SAA-I034	Volumes: Low	
Interface Requirement: In response to SAA-I034 for an Emergency Instruction, BSCCo shall send to the SAA instructions for a data change.			
Non Functional Requirement:			
Issues:			

7.63 SAA-I036: (output) Report Confirmation of Data Change

Interface ID: SAA-I036	User: BSCCo, System Operator	Title: Report Confirmation of Data Change	ITT reference: CP995, CP1283
Mechanism: Manual	Frequency: In response to SAA-I035 for an Emergency Instruction or In response to SAA-I033 for a Non-Emergency Instruction.	Volumes: Low	
Interface Requirement: The SAA shall report to BSCCo and the System Operator confirmation of the completion of an instructed data change (received via SAA-I035 for an emergency Instruction or via SAA-I033 for non-emergency instructions).			
Non Functional Requirement:			
Issues:			

References to 'energywatch' have been replaced with 'National Consumer Council' in Sections 1.2, 2.2 and 4.10 of BSCP40 Change Management.

1.2 Main Users of the Procedure and their Responsibilities

The main users of this procedure are:

- *BSCCo - manages the change process.*

- *BSC Panel.*

- *BSC Change Administrator (BCA) - nominated by BSC Parties to interface with BSCCo on all change issues.*

- *~~energywatch~~National Consumer Council*

- *Market Index Data Provider (MIDP).*

- *Panel Committee - controls all changes to Configurable Items, apart from modifications to the BSC.*

- *Party Agent Change Administrator (PACA) - nominated by a Qualified Party Agent, or an applicant for Qualification, to interface with BSCCo on all change issues. (For the purposes of this procedure, Party Agents are defined as those service providers defined in Section J of the BSC as requiring Qualification. (Note that PACAs* **cannot** *raise DCPs or CPs in their own right, but could ask a Party to raise them on their behalf.)*

- *Such other bodies representative of interested third parties as may be designated in writing for this purpose by the Authority from time to time.*

BCA/PACA participation in the Change Management of Configurable Items

BCAs and PACAs are invited to comment on amendments to Configurable Items during the change management process:

Draft Change Proposal Consultation

During the change management process, Draft CPs may be issued as part of the agreed timetabled Change Proposal Circular to BCAs/PACAs for consultation. For more information on this process, please see section 3.2 of this procedure.

CP Impact Assessment

During the change management process, CPs will be sent to BCAs/PACAs as part of the agreed timetabled Change Proposal Circular, detailing the issue and solution for Impact Assessment. BCAs/PACAs are invited to comment on CPs and their attachments and, where relevant, review associated draft redline changes. BCAs/PACAs will be expected to comment on support for the CP, detail impacts of the CP, provide implementation notification timescales and agree the proposed Implementation Date (if they do not, they will be asked to provide an alternative Implementation Date). The timetable for BCA/PACA CP Impact Assessment is available on the BSCCo Website. For more information on this process, please see section 3.4 of this procedure.

Panel Committee Approval of Change Proposals

Once the appropriate Panel Committee has approved a Change Proposal, and associated redlined text, the CP becomes final and no further versions of the CP, or amendments to the redline text, can be produced without the raising of a separate Change Proposal.

2.2 <u>List of Definitions</u>

The following is a list of definitions used in this BSCP:

- Baseline – for the purposes of this procedure, this is defined to be a logical grouping of all Configurable Items, with the live, operational version numbers on the implementation of one or more changes.

- BSC Change Administrator (BCA) – individual nominated by BSC Parties to be responsible for interfacing with BSCCo on all change issues.

- BSCCo - functional responsibility for the purpose of managing the change process in accordance with the BSC and this BSC Procedure.

- BCA Register - details of all registered BCAs maintained by BSCCo. It is used for the purpose of distributing to, and receiving change information from, BCAs.

- Category 1 Configurable Item – the following are examples of Category 1 Configurable Items:

  - Balancing and Settlement Code Procedures (BSCPs);
  - Party Service Lines;
  - Codes of Practice;
  - Business Definition Documents (encompassing Data Catalogues, the Reporting Catalogues, the Communication Requirements Document);
  - Interface Design Documents; and
  - Descriptions of physical interfaces in Settlement Software Documentation.

- Category 2 Configurable Item – the following are examples of Category 2 Configurable Items:

  - BSC Agent Service Lines;
  - Market Index Definition Statement;
  - Service Descriptions;
  - SVA software documentation; and
  - User Requirements Specifications. [4]

- Change Submission Deadline – the date by which the Change must be submitted.

- Change Proposal (CP) - a proposal to amend a BSC subsidiary document, a Configurable Item, that contains a single detailed solution and associated redline text where affecting Category 1 Configurable Items. A CP can be raised by BSCCo, a BSC Agent[6], a Party, <u>National Consumer Council</u><s>energywatch</s>, the BSC Panel or one of its Committees<u>, or such other bodies representative of interested third parties as may be designated by the Authority from time to time</u>.

- Change Proposal Circular (CPC) - communication sent by BSCCo to BCAs and PACAs as appropriate when communicating BSCCo change information.

- Change Register – a document which contains up-to-date information for each Change Proposal, including the name and organisation of the proposer, the date the Change Proposal was raised, the title and brief description of the Change Proposal, and the current status of the Change Proposal.

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[6] Proposals raised by BSC Agents will only be validated and logged as a CP with BSCCo's consent.

- Configurable Item – all subsidiary documents to the BSC and any other product as agreed by BSCCo to be changed in accordance with this procedure.

- Core Industry Documents – a suite of documents set out in the Transmission Licence.

- CP Impact Assessment – BCA / PACA / BSC Agent assessment of a CP. This involves assessing the suitability of the solution, the lead time required for implementation and commenting on whether or not the change should be made.

- Draft Change Proposal (DCP) - a proposal to amend a Code Subsidiary Document, a Configurable Item or an associated product that contains one or more proposed solution(s). DCPs can be issued to participants for consultation to obtain views, comments and narrow down solutions before a CP is raised. A DCP can be raised by BSCCo, a BSC Agent[7], a Party, National Consumer Council~~energywatch~~, the BSC Panel, or one of its Committees, or such other bodies representative of interested third parties as may be designated by the Authority from time to time.

- DCP Consultation – BCA / PACA / BSC Agent assessment of a DCP. This involves providing comments and views on the DCP.

- Effective Date - the Calendar Day on which a revised Configurable Item becomes effective.

- Emergency Fix - an urgent correction to one or more Configurable Items to correct an existing serious operational problem with the Balancing and Settlement Arrangements, for which there is no known workaround, that is causing loss of availability, loss of data integrity, an irretrievable data quality issue or significant degradation of performance. It can only be performed with the authorisation of the Chief Executive, or other persons to whom the Chief Executive has given express delegated authority (i.e. an 'authorised person'), and is carried out in accordance with section 3.7.

- Housekeeping CP – a Change Proposal which, if approved, would result in a Housekeeping Change to one or more Configurable Items in the Baseline Statement[8]. Housekeeping CPs will be published on the BSC Website and require Committee approval.

- Housekeeping Change – involves the correction of manifest errors, minor errors and inconsistencies, including typographical errors (e.g. punctuation errors, spelling mistakes, incorrect font, incorrect capitalisation) incorrect cross-referencing, and the removal of redundant text.

- Implementation Date – the calendar date on which a new release of a Configurable Item is used for the purposes of implementation of the Code.

- Market Index Data Provider (MIDP) – particular entity which is responsible for making available Market Index Data in respect of each Settlement Period as defined in the BSC.

- Market Index Definition Statement (MIDS) – a statement which is approved by the Authority detailing each MIDP's methodology statement and Individual Liquidity Threshold, as defined in the BSC.

- Master Registration Agreement (MRA) BCA – the individual, nominated to interface with BSCCo on all change issues by the MRA Service Company.

- Modification Proposal (MP) – proposal of a modification to the BSC.

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[7] Proposals raised by BSC Agents will only be validated and logged as a DCP with BSCCo's consent.
[8] The relevant Panel Committee will decide whether a CP should be progressed as a Housekeeping CP.

- MRA Service Company (MRASCo) – for the purposes of this document, this is considered to be the organisation that manages change to the MRA and the Data Transfer Catalogue (DTC).

- Originating BCA - Any registered BCA who raises an issue, DCP or CP.

- PACA Register – details of all registered PACAs, maintained by BSCCo. It is used for the purpose of distributing to, and receiving change information from, PACAs.

- Panel Committee – a committee established by the BSC Panel with delegated authority for changes to Code Subsidiary Documents and associated products.

- Party Agent Change Administrator (PACA) – individual nominated by a Qualified Party Agent, or an applicant for Qualification, in accordance with section 3.11. The nominated PACA will be responsible for interfacing with BSCCo on all change issues.

- Project - discrete set of activities which will implement changes and/or correct errors by amending one or more of the Configurable Items. Projects may be established under the auspices of the BSC Panel or by BSCCo in accordance with the IS Policies.

- Qualification Service Provider - the organisation contracted by BSCCo to perform the duties set out in BSCP537.

- Release Strategy – a strategy, agreed by the BSC Panel, for the delivery of changes to the BSC Systems as a result of approved modifications and changes.

- Transmission Company BCA – the individual, nominated to interface with BSCCo on all change issues.

All other terms are as defined in the Balancing and Settlement Code.

4.10 BCA Registration Form

<table>
<tr>
<td colspan="2">

BCA Registration Form - BSCP40/05

</td>
<td>

[Mandatory by applicant]

</td>
</tr>
</table>

Part A – Categorisation (mandatory completion by Applicant)

	Generator		Core Industry Document Owner		Non-Physical Trading Party
	Supplier		BSC Agent		MRASCo
	BSC Auditor		Interconnector User		Transmission Company
	Distribution Business		~~Energywatch~~National Consumer Council		Other

Part B - Nominated BCA Details (completed by applicant)

Name ....Organisation...Position..

Telephone Number...Fax Number...

Email Address…………………………………………………………………………………………………..

Part C - Authorisation (completed by Senior Manager in applicant Organisation)

Name.......................................Organisation...

Telephone Number...Fax Number...

Signature...Date..

Housekeeping amendment of Section 1.1 'Purpose and Scope of the Procedure': Removal of footnote 2.

1.1   Purpose and Scope of the Procedure

This BSC Procedure (BSCP) outlines the Change Management processes invoked to progress and implement changes to Configurable Items. It also defines the process for submitting Modification Proposals to make changes to the Balancing and Settlement Code[1].

One of the objectives of this procedure is to maintain the integrity and robustness of the BSC, subsidiary Configurable Items and supporting products and to ensure that all changes are introduced in a controlled and auditable manner. This is achieved by:

- implementing the change management procedures within the BSC;

- assessing all proposed changes and assisting the BSC Panel and its Committees in making informed decisions;

- consulting with interested parties how work will be progressed;

- implementing new, or revisions to existing, Configurable Items; and

- producing Baseline Statements.

The Baseline Statement is a list of BSC Sections and all Configurable Items, together with the current live version. This procedure does not cover changes to associated Core Industry products or the System Operator-Transmission Owner Code (STC). However, where proposed changes to the Code or Configurable Items would result in a corresponding change to the Core Industry products or the STC BSCCo will liaise with the relevant bodies to ensure the appropriate change documentation is raised.

This procedure does not cover changes to BSC Parties' or their Agents' systems and procedures which may be necessary for participants to implement any changes that are made to the BSC or subsidiary Configurable Items. Party Agents must consider whether any potential changes would trigger the need for Re-Qualification by assessing the risk that implementing the corresponding changes within their own organisations would pose to the Balancing and Settlement arrangements as described in BSCP537.[Housekeeping: redundant Footnote][2]

Change Management of Configurable Items

This procedure provides a standard form for raising proposals to modify Configurable Items ('Change Proposals') to ensure that all changes to Configurable Items are introduced in a controlled and auditable manner. The sections in this BSCP relating to changes to Configurable Items are derived from Section F of the BSC.

Where a Change Proposal is raised that impacts the following Configurable Items (Category 1 Configurable Items) redlined drafting of the proposed changes to the Configurable Items must be included with the Change Proposal:

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[1] Changes to Configurable Items may be required to make them consistent with any changes to the BSC.

[2] [Housekeeping: redundant Footnote]From 23 August 2007 all Accredited and Certified Parties shall be deemed to be Qualified for the purposes of Re-Qualification in accordance with BSCP537.

- Balancing and Settlement Code Procedures (BSCPs);

- Party Service Lines (PSLs);

- Codes of Practice (CoPs)

- Business Definition Documents (encompassing Data Catalogues, the Reporting Catalogue, the Communication Requirements Document) (BDDs);

- Interface Design Documents[3] (IDDs); and

- Description of physical interfaces in Settlement Software Documentation.

Where a Change Proposal does not impact Category 1 Configurable Items, the redlined changes required to support the solution need not be provided at the same time as the formal Change Proposal. All other Configurable Items, including the following, will be known as Category 2 Configurable Items:

- BSC Agent Service Lines

- Service Descriptions

- SVA software documentation; and

- User Requirements Specifications.[4]

Change Proposals raised against the Market Index Definition Statement (MIDS) will be progressed in accordance with the process detailed in Section 3.10.

This procedure also contains standard forms for raising Draft Change Proposals to allow participants to comment on or discuss a particular issue and solution prior to a Change Proposal being raised. If the originator believes that raising an Issue would be a more appropriate medium for a change they should do so in accordance with Section F of the BSC Code and follow the relevant guidance published on the BSC Website.

Where a Party feels that it has an issue, but is unsure of how or whether to progress the concern, it may present the issue to the Panel Committees in order to seek guidance. The Panel Committees would then advise on any possible solution to the concern and how best to resolve the problem, e.g. raise a Draft CP for discussion by a Working Group. Please note that the ability to use this process to address issues does not affect the Issues process as defined in Section F of the BSC. In no way does this optional process remove the right of any applicable Party from raising a Draft or Formal CP. An 'issue' form can be found in Section 4.7 and, once completed, should be submitted to BSCCo so that it may be added to the applicable agenda for the relevant Panel Committee.

Change Proposal Circulars (CPC) will be used to communicate all change management information relating to Configurable Items to BSC Parties and their Agents throughout the process. BSCCo will endeavour to publish all CPCs on the BSC Website.

Parties and their Qualified Agents may nominate individuals within their organisations to register as BCAs and PACAs respectively, to interface with BSCCo on all matters relating to changes to

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[3] Due to necessary design and development work that must be undertaken before the IDD can be produced this document will be drafted by the BSC Agent to reflect the solution as described in the CP.
[4] Note that this is not an exhaustive list of Category 2 Configurable Items and should be treated as being for illustrative purposes only.

Configurable Items. Please see section 3.11 of this procedure for more information on the registration process.

Submission of Modification Proposals

This procedure additionally provides a standard form for the submission of proposals to modify the BSC ('Modification Proposals') to ensure that all Modification Proposals are introduced in a controlled and auditable manner. The section relating to Modification Proposals within this procedure is derived from Section F of the BSC. Section F contains the rules pertaining to modification of the BSC (the 'Modification Procedures') and the procedures and timescales by which Modification Proposals are progressed. The provisions concerning general email communications from BSCCo to Parties are contained in Section H of the BSC.

All interested parties, as listed in Section F of the BSC, may register (or be registered by BSCCo) to receive by email communications which support the Modification Procedures and fulfil BSCCo's obligations in accordance with Section F of the BSC, by providing relevant contact details to BSCCo.

The Modification Proposal form (BSCP40/03), completion of which is required to submit a Modification Proposal, is contained in the Appendices of this procedure. Guidelines for completing this form are also contained within the Appendices.

Housekeeping amendment of Section 1.5 'Associated BSC Procedures': Remove references to redundant BSCP 531

1.5   Associated BSC Procedures

This procedure interfaces with the following:

- BSCP507 – Supplier Volume Allocation Standing Data Changes

- BSCP509 – Changes to Market Domain Data

- [Housekeeping: redundant BSCP]~~BSCP531 – Accreditation~~[5]

- BSCP537 – Qualification Process for SVA Parties, SVA Party Agents and CVA MOAs

No further changes have been made to this document

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[5] [Housekeeping: redundant Footnote]~~Following the implementation of P197 on 23 August 2007, all new applicants will be subject to the new Qualification process set out in BSCP537. However, any applicants that have started, but have not yet completed, the Accreditation process under BSCP531 should continue according to the process, before being deemed as Qualified on completion. As a result, there will be a nine month transitional period where BSCP531 will exist alongside BSCP537. From 23 May 2008, BSCP531 will be withdrawn.~~

Changes to the Service Description for Profile Administration

References to 'energywatch' have been removed in paragraph 6.4 'Change Management'.

6.4 Change Management

The Profile Administrator Service Description is a Code Subsidiary Document~~s~~ and therefore BSC Parties (and other industry participants~~e.g. energywatch~~) can raise Change Proposals (BSCP40) and Modification Proposals (BSC Section F, BSCP76) that may have an impact on

No further changes have been made to this document

Changes to the BSC Service Description for Teleswitch Monitoring

References to 'energywatch' have been removed in paragraph 5.5 'Change Management'.

5.5   Change Management

5.5.1   The Teleswitch Monitoring BSC Service Description is a Code Subsidiary Document~~s~~ and therefore BSC Parties (and other industry participants ~~e.g. energywatch~~) can raise Change Proposals in accordance with BSC Section F and BSCP40 'Change Management' and Modification Proposals in accordance with the BSC Section F and BSCP76 'Submission of, and Communications relating to, Modification Proposals' that may have an impact on this document.

No further changes have been made to this document

Id	type	flow version / range	L1	L2	L3	L4	L5	L6	L7	data type	Valid Set	item name/group description	Comments
NGC35	F											**BOAL-Bid Offer Acceptance Level Flagged File**	Only valid for Settlement Dates on and after the P217 effective date
NGG35	R	1	G									BOALF	Dummy Group used in flows BMRA-I002, BMRA-I007 and SAA-I003
N0290	D			1							varchar2(8)		Data Type	"BOALF"
N0291	D			1							varchar2(9)		BMU Name	
N0243	D			1							number(10)		Bid Offer Acceptance Number	
N0242	D			1							datetime		Acceptance Time	
N0250	D			1							varchar2(5)		Deemed Bid Offer Flag	
N0513	D			1							varchar2(5)		SO Flag	TRUE/FALSE
N0xxx	D			1							varchar2(5)		Amendment Flag	TRUE/FALSE
N0288	D			1							datetime		Time From	
N0245	D			1							number(4)		Bid Offer Acceptance Level From	
N0289	D			1							datetime		Time To	
N0246	D			1							number(4)		Bid Offer Acceptance Level To	

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Housekeeping CP1293 – redline changes to BSCP537 Appendix 1: Self Assessment Document (SAD) v 6.0

Section 17 - UMSO

Objectives of this section

The objective of this section is to consider the controls that have been built into the systems and processes supporting your Unmetered Supplies Operator (UMSO) service to ensure the operational requirements of the BSC and BSCPs are met. Whilst Sections 1 to 7 of the SAD are generic to all Qualified Persons, this section focuses on the specific controls required to operate effectively as an UMSO.

Guidance for completing this section

The UMSO is responsible for establishing new Unmetered Supplies and establishing appropriate Connection Agreements with UMS customers in line with the requirements set out in BSCP520. In addition it is responsible for providing summary inventories to the Meter Administrator (Half Hourly) and issuing Unmetered Supplier Certificates (Non Half Hourly).

Business Processes and Mitigating Controls: This set of questions looks at the controls over the provision of data to other participants, the subsequent processing of information received and the transmission of this updated data to relevant participants.

Exception Management: The section looks at the specific controls you have in place to report on, monitor and resolve exceptions during the processing of your data.

A number of questions in the SAD relate to 'data quality'. This section of the SAD is concerned with the on-going quality of your data when your UMSO service is live and in operation. The quality of the data used to initially populate your service is considered in Section 7 of the SAD. A number of the questions in the service specific sections of the SAD relate to how you will ensure the accuracy of incoming and outgoing data and in the event that poor quality data does enter your UMSO service, how you identify and resolve this to minimise the impact upon other Parties and Party Agents.

Both system and manual controls should be considered when answering the SAD questions as your service will rely on both system and manual processes to effectively fulfil its obligations. Responses should consider the procedures in place for dealing with electronic flows received via the DTN and also manual data flows received via any other means (e.g. email, fax letter). It is recognised that not all UMSOs use the DTN to send and receive information from other participants. Where a question references a specific data flow this should be interpreted to mean the information that would normally be sent/received using that data flow even if the DTN is not used as the method of receipt/delivery. A full response should be provided and the Applicant should indicate for each data flow referenced whether the DTN or an alternative method of communication would be used.

17.1 Business processes and mitigating controls

Question	Guidance	Response	Evidence
17.1.1 What controls do you have in place to ensure that the establishment of new UMS connections is done in accordance with the requirements of BSCP520?	The UMSO is required to carry out a number of activities when establishing or updating UMS inventories. The response should include the following key events: 1. Receiving/processing applications for new UMS from customers 2. Establishing UMS Connection Agreements with customers 3. Distinguishing between HH and NHH UMS and applying distinct processes The response should address the following areas: a) Controls in place to ensure that applications for new Unmetered Supplies meet the UMS criteria specified in BSCP520. b) Procedures for establishing appropriate UMS Connection Agreements with all customers ensuring that the key clauses defined in BSCP520 (section 1.1) are adhered to as a minimum. Monitoring controls to ensure that all new connections are set up completely and accurately and have a formal connection agreement in place.		
17.1.2 How do you ensure that once a UMS connection has been	The response should include the following key events:		

Question	Guidance	Response	Evidence
established new inventories or changes to inventories are processed completely and accurately in accordance with the requirements of BSCP520?	1. Receiving and processing new/revised UMS inventories from customers and Change of Measurement Class applications from Suppliers. 2. Calculation of EACs for Non Half Hourly UMS 3. Generation of UMS Certificates and data flows (D0052) 4. Generation of summary inventories for Half Hourly UMS The response should address the following areas: a) Controls and procedures in place to ensure the correct application of initial/revised EAC calculations for each Settlement register is recorded for each MSID for NHH traded UMS (BSCP520 Appendix 4.4). b) Procedures for generating the required outputs for NHH traded UMS (UMS Certificate and D0052) c) Procedures for monitoring the required outputs for HH traded UMS (Summary Inventory) d) Monitoring of compliance against conditions of UMS Certificates) e) Controls in place to ensure that applications for revised UMS inventories continue to meet the UMS criteria specified in BSCP520. f) Existence of a trigger upon receipt of updated inventories/Change of Measurement Class/Change of Supplier notifications to re-start the procedures for		

Question	Guidance	Response	Evidence
	establishing a new UMS inventory to ensure that the criteria for UMS detailed in BSCP520 continue to be met.		
17.1.3 How do you ensure that information and data flows relating to Half Hourly Unmetered Supplies are sent or received and processed completely, accurately and in a timely manner, in line with the requirements of the BSC?	The response should include the following key events: 1. The sending of request to SMRA for a new MSID record via P0171 data flow 2. Sending of UMS Certificates to customer and Supplier on a P0170 flow 3. Provision of Equivalent Meter Technical Details via P0068 data flow 4. Receipt and processing of appointment details ~~on D0155 and D0148 data flows~~. 5. Provision of UMS summary inventories to the appointed Meter Administrator via P0064 data flow 6. Receiving requests for Equivalent Meter Technical Details and location of PECU arrays (if applicable) via a P0176 data flow The response should address the following 1. All flows are identified, reviewed and authorised prior to processing. 2. The validation of data flows for formats and lengths 3. The validation of data for its internal consistency, for		

Question	Guidance	Response	Evidence
	completeness and accuracy (e.g. the MSID is valid). a. Where the generating/sending of flows requires the use of MDD the response should reference how it is ensured that this data is valid. b. Where an agreed method other than the standard DTC flow is to be used the response should address: ▪ How you manage the approval / agreement of receipt / sending of data in another agreed format, ▪ What records are retained of the agreement of the method as well as the actual data received / sent; and • How you ensure that timescales surrounding this data are adhered to. 4. Controls in place to ensure that all data required or expected is received and that all data to be sent is sent in a timely manner. This may be through controls within the update routines or through manual controls. 5. Existence of agreed procedures with the appointed Meter Administrator for the checking and agreement of inventories.		

Question	Guidance	Response	Evidence

17.1.4 How do you ensure that information and data flows relating to Non Half Hourly Unmetered Supplies are sent or received and processed completely, accurately and in a timely manner, in line with the requirements of the BSC?	The response should address the following key events:
	
	1. The sending of a request to SMRA for a new MSID record for UMS via P0171 data flow
	
	2. Accurate calculation of EACs according to calculation type (BSCP520 Appendix 4.4).
	
	3. Sending of UMS Certificates to customer and Supplier via a P0170 data flow
	
	4. Receipt and processing of appointment details. ~~from the Supplier on D0155 and D0148 data flows~~
	
	5. Sending of split EAC/Profile Class and SSC details via a D0052 data flow to the Supplier and NHHDC following a new connection/change of inventory detail.
	
	6. The creation and sending of an annual spreadsheet of all UMS EACs to Suppliers on a P0218 data flow as specified in BSCP520. The response should include:
	
	   i. A description of the process by which Supplier UMS registrations are collated;
	
	   ii. Processes in place for applying the appropriate Average Fraction of Yearly Consumption (AFYC).
	
	   iii. Submission of the data to Supplier/BSCCo
	
	   iv. How you ensure that all requests received via a D0310 from the Supplier (or NHHDC) to		

Question	Guidance	Response	Evidence
	resend correct EACs to the NHHDC are actioned. The response should address the following a) All flows are identified, reviewed and authorised prior to processing. b) The validation of data for formats and lengths, e.g. the MSID is valid. c) The validation of data for its internal consistency, for completeness and accuracy. i) Where the generating/sending of flows requires the use of MDD the response should reference how it is ensured that this data is valid. ii) Where an agreed method other than the standard DTC flow is to be used the response should address: ▪ How you manage the approval / agreement of receipt / sending of data in another agreed format, ▪ What records are retained of the agreement of the method as well as the actual data received / sent; and ▪ How you ensure that timescales		

Question	Guidance	Response	Evidence
	surrounding this data are adhered to. d) Controls in place to ensure that all data required or expected is received and that all data to be sent is sent in a timely manner. This may be through controls within the update routines or through manual controls.		
17.1.5 What controls do you have in place to ensure that the requirements of BSCP520 are met when a Change of Supplier (CoS) and/or Change of Agent (CoA) event takes place?	The response should cover how you identify when a CoA/CoS activity has taken place and should address the following: For Half Hourly UMS CoS 1. Receipt and processing of appointment details. ~~D0148 and D0155 flows~~ 2. Sending of latitude and longitude information and inventory details via P0068 data flow. 3. Existence of procedures for agreeing with the Supplier that the existing UMS Certificate continues to meet the requirements of BSCP520 4. Existence of agreed procedures with the appointed Meter Administrator for the checking and agreement of UMS inventories. For NHH CoS 5. Receipt and processing of appointment details. ~~on a D0148 and D0155 data flows~~		

Question	Guidance	Response	Evidence
	6. Receipt and processing of Termination of Appointment details. ~~from outgoing Supplier on a D0151 data flow~~ 7. Existence of procedures for agreeing with the Supplier that the existing UMS Certificate continues to meet the requirements of BSCP520 <u>Change of MA</u> 8. Receipt and processing of appointment <u>details.</u> ~~flows and D0148~~ <u>Change of NHHDC</u> Receipt and processing of <u>appointment details.</u> ~~D0148 and D0155~~		
17.1.6 What controls do you have in place to ensure that the requirements of BSCP520 are met when a change of energisation status takes place?	The response should address the following: 1. Receipt and processing of energisation status change requests via D0134 data flows 2. Sending of confirmation of energisation status change D0139 data flows to MA/Supplier (HH traded UMS) 3. Sending of confirmation of energisation Status change D0139 data flows to NHHDC/Supplier (NHH traded UMS) The response should also provide details of: a) How you ensure that a D0139 is sent for each D0134 data flow received		

Question	Guidance	Response	Evidence
	b) How you receive/process change of energisation requests which are not submitted via a data flow but through other agreed methods.		
17.1.7 What controls do you have in place to ensure that the requirements of BSCP520 are met when a disconnection is required following de-energisation of an MSID?	The response should address the following: 1. The receipt and processing of disconnection request via D0132 data flow 2. Procedures in place to identify and perform any physical site work required 3. The sending of disconnection request/confirmation via P0175 and D0125 data flows 4. The receipt and processing of termination of appointment date (if NHH). ~~from Supplier via D0151 data flow.~~ The response should also provide details of: c) How you ensure that a D0125 / P0175 is sent for each D0132 data flow received d) How you receive/process disconnection requests which are not submitted via a data flow but through other agreed methods.		
17.1.8.How have you ensured that you have appropriate audit trails in place?	The UMSO should retain data to allow the Supplier to fulfil all its obligations under the BSC. The response to this question should address how such data is stored, including the		

Question	Guidance	Response	Evidence
	following key items:		
	1. Copies of Connection Agreements and evidence that Connection Agreements are in place and have been sent to the customer.		
	2. Evidence of data sent and received. This data may be in either data flow format or otherwise (e.g. fax/email) and the agreed method should be formalised and recorded.		
	3. EAC values and evidence of calculations (for NHH UMS) including evidence to support changes made to inventories and subsequent re-calculations of EACs.		
	4. Summary inventories and history of changes to inventories (for HH UMS)		
	5. Copies of UMS Certificates and evidence to confirm that these, and D0052 data flows, have been sent		
	6. Evidence to support changes to UMS Connections and communications of the changes to relevant parties.		

Question	Guidance	Response	Evidence
17.1.9 How have you ensured that you can meet the data retention requirements set out in BSC Section U1.6 and BSCP520 section 1.2.1(j)?	Section U1.6 sets out the requirements on Parties and their Party Agents to retain Settlement Data for: 1. 28 months after the Settlement Day to which it relates on-line; 2. Until the date 40 months after the Settlement Day to which it relates in an archive; and 3. At the request of the Panel, for more than 40 months if needed for an Extra Settlement Determination. The response should address the following: a) Controls to ensure that any archived data can be retrieved within 10 Business Days. b) Systems and procedures to ensure that all data that is retained is in a form in which the data can be used in carrying out a Settlement Run or Volume Allocation Run.		

No further changes will be made to BSCP537 in relation to CP1293.