
Meeting name	Imbalance Settlement Group
Date of meeting	24 February 2009
Paper title	Change Proposal Progression
Purpose of paper	For Decision
Synopsis	This paper provides: <ul style="list-style-type: none">• details of a query raised by the Performance Assurance Board in relation to CP1265;• 2 Change Proposals (CPs) for decision; 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 a query raised by the Performance Assurance Board about the redline change to BSCP27 proposed by CP1265, which the ISG reach a decision on at its last meeting.
- 1.2 This paper provides details of 2 Change Proposals for you to consider and agree on their progression. ELEXON assessed the CPs, and Parties/Party Agents impact assessed the changes via Change Proposal Circular (CPC) 00651. In light of these assessments ELEXON invites the ISG to decide whether to approve or reject the CPs.

2 PAB query on CP1265

- 2.1 The ISG approved CP1265 'Technical Assurance Documentation Change Following Review' on 27 January 2009. CP1265 proposes a number of changes to Technical Assurance Agent (TAA) related documents, including BSCP535, which the PAB is jointly responsible for with the SVG. Therefore we presented the CP1265 to the PAB for endorsement of the change and proposed redlined changes on 27 January 2009.
- 2.2 While presenting the CP, a number of PAB members raised concerns about replacing 'reasonable' with 'best' in BSCP27 paragraph 1.13.
- 2.3 They highlighted that the proposed change to paragraph 1.13, would make it inconsistent with the rest of the document, where 'reasonable' is used, which contradicts one of the purposes of the CP, i.e., to ensure consistency across all TAA related documentation.
- 2.4 They also commented that the using 'best' introduces a stricter requirement, and would prefer that the wording remains as 'reasonable'.
- 2.5 As a result of this discussion, the PAB endorsed the CP on the provision that we highlight their concerns to the ISG and SVG.
- 2.6 We originally proposed the use of 'best' in BSCP27 Paragraph 1.13, to ensure that participants made all efforts to allow the Metering System Inspection to go ahead.

2.7 However, if you were to decide to keep the wording in paragraph 1.13 as 'reasonable' rather than using the more onerous 'best' in order to retain consistency and the degree of flexibility around Metering System Inspection, the rest of the CP would be unaffected.

2.8 Therefore we recommend, in line with the PAB discussion, that the ISG

- agree that the use of 'reasonable' is kept in the proposed redlining of BSCP27 paragraph 1.13.

3 Summary of Change proposals for progression

3.1 CP1268 – Publication of new Funds Administration Agent (FAA) Service Description

3.1.1 ELEXON raised CP1268, which aims to gain approval for a new version of the FAA Service Description (SD). We have updated the SD to ensure that the SD is:

- easier to read;
- more accurately documents the FAA's obligations; and
- clarifies the FAA's responsibilities around CAP changes.

3.1.2 When issued for Industry Impact Assessment, we received 12 responses of which 5 agreed and 7 were neutral. There were no comments on the proposed new version of the Service Description.

3.1.3 Based on the response from Industry and CP1268's objective of improving the Service Description, ELEXON recommends that the ISG:

- approve CP1268 for inclusion in the June 2009 BSC Systems Release.

3.2 CP1273 – Changes to the scope of CoP10 to cover current transformer operated Meters

3.2.1 E.ON raised CP1273, which proposes widening the scope of CoP10 'Code of Practice for Whole Current Metering of Energy via Low Voltage Circuits for Settlement Purposes' to include Current Transformer (CT) operated Meters. This would allow Registrants to have the choice of installing a less expensive CoP10 Meter where they envisage a site's demand remaining below the mandatory Half Hourly (HH) threshold (100kW), despite requiring CT metering. Alternatively, the Registrant could chose to install a more expensive CoP5 Meter (or above), to meet the requirements for mandatory HH metering should the site's demand exceed the mandatory HH threshold in the future.

3.2.2 CP1273 proposes to add the relevant CT related requirements from CoP5 'Code of Practice for the Metering of Energy Transfers with a Maximum Demand of up to (and including) 1MW for Settlement Purposes' into CoP10 and remove references to whole current metering in CoP10. In addition to these changes, BSCP601 'Metering Protocol Approval and Compliance Testing' will need to be change to make the relevant changes to CoP10 part of the compliance testing process.

3.2.3 While approving changes to CoP10 falls under the responsibility of the SVG. The ISG and SVG are jointly responsible for approving any changes to BSCP601. Therefore we are presenting CP1273 to the ISG for decision before we present it to the SVG on 03 March 2009.

3.2.4 During Industry Impact Assessment, we received 16 responses, of which 10 agreed 2 disagreed and 4 were neutral. No comments were received on the proposed redline text changes.

3.2.5 One neutral respondent queried whether the CP would be better implemented on 06 April 2009 (when the Supplier Licence conditions to install advanced metering become effective) or earlier (as part of the February 2009 Release). It is not possible to implement a change before it is approved, which prevents implementation in the February 2009 Release. A related Modification P230 'Enabling Interoperability through the use of CoP10 and CoP5 Metering', if approved by the Authority, would be implemented in the June 2009 Release, so therefore ELEXON believes that it is beneficial to have the CP1273 changes go-live at the same time.

3.2.6 The two respondents, who disagreed with the change and continue to disagree with the change, raised a number of concerns. We have discussed the concerns with the respondents and attempted to resolve them where possible. Details of these comments and our responses are provided in Appendix 2 on pages 9 to 11.

3.2.7 There is a clear majority support for CP1273. We have noted that concerns regarding the exemption of all CoP10 metering (CT or Whole Current) from proving tests. We believe that the potential Settlement risks are mitigated and/ or can be addressed through other change. Therefore we recommend that the ISG:

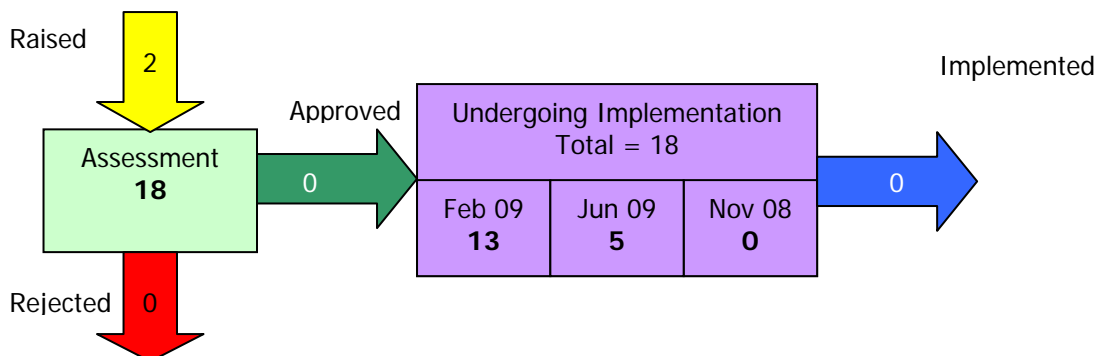
- approve CP1273 for the June 2009 BSC Systems Release, noting that this would align the with the implementation of Modification Proposals P230 (if approved).

3.3 Implementation Costs

	BSC Agent (Demand Led)	ELEXON Operational		Total		Impacts
	Cost	Man Days	Cost	Cost	Tolerance	
CP1268	£0	1	£220	£220	10%	FAA Service Description
CP1273	£0	4	£880	£880	10%	BSCP601, CoP10

4 Summary of Open Change Proposals

4.1 There are currently **36** open CPs, ISG own **2** CPs, **10** CPs are co-owned by the ISG and Supplier Volume Allocation Group (SVG), and SVG own the remaining 24 CPs. 2 new CPs have been raised since the last ISG meeting. Details of the new CPs are provided in Appendix 5 on page 20.



Please note:

- The numbers in the boxes indicate current number of CPs in a given phase.
- The numbers in arrows show the variance in the past month.

4.2 There is currently **1** open DCP. No new DCPs have been raised since the previous meeting.

5 Recommendations

5.1 The ISG is invited to:

- a) **AGREE** that the use of 'reasonable' in the proposed redlining of BSCP27 paragraph 1.13 for CP1265 is kept and not replaced by 'best';
- b) **APPROVE** CP1268 and CP1273 for inclusion in the June 2009 Release;
- c) **NOTE** the status of all open Draft Change Proposals and Change Proposals

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List of appendices:

Appendix 1 – Detailed Analysis of CP1268

Appendix 2 – Detailed Analysis of CP1273

Appendix 3 – New Draft Change Proposals and Change Proposals

Appendix 4 – Release Information

List of attachments:

Attachment A – CP1265 BSCP27 redlined

Attachment B – CP1268 FAA Service Description

Attachment C – CP1273 CoP10 Issue 1 redlined

Attachment D – CP1273 BSCP601 redlined

Appendix 1 - Detailed Analysis of CP1268 – Publication of new Funds Administration Agent (FAA) Service Description

1 Introduction

- 1.1 ELEXON raised CP1268 'Publication of new Funds Administration Agent (FAA) Service Description' on 9 January 2009.
- 1.2 Our work on Project Isis identified that the current version of the FAA Service Description is unclear in places and does not accurately reflect all the requirements on the FAA.
- 1.3 Also, the Service Description does not reflect the current process for re-calculating Energy Credit Cover when the Credit Assessment Price (CAP) is changed.

2 Solution

- 2.1 This CP seeks to introduce a revised version of the FAA Service Description which is easier to read and more accurately documents the FAA's obligations, and also clarifies the FAA's responsibilities around CAP changes.
- 2.2 The revised version of the FAA Service Description is available as Attachment B. As the entire document has been rewritten only the amendment relating to the CAP change is shown as redlining.

3 Impact on ELEXON and our Service Provider

- 3.1 We estimate that it would take approximately one day of ELEXON effort to implement CP1268, which is equivalent to £220. We have confirmed with our FAA Service Provider that they are not impacted by any of these changes.

4 Participant Impact Assessment

- 4.1 We issued CP1268 for participant impact assessment on 9 January 2009 as part of CPC00651. 12 responses were received of which 5 agreed and 7 were neutral.
- 4.2 Only one response identified an impact and this was document changes only. No responses identified any required lead-time for the implementation of CP1268.
- 4.3 There were no comments on the text of the proposed new version of the Service Description.

5 Recommendation

- 5.1 Based upon the positive participant impact responses; and that CP1268 will improve the Service Description by:
- making it easier to read;
 - more accurately documenting the FAA's obligations; and
 - clarifying the FAA's responsibilities around CAP changes.

ELEXON recommends that SVG approves CP1268 for inclusion in the June 2009 BSC Systems Release.

IA Summary for CP1268 – Publication of new Funds Administration Agent (FAA) Service Description

IA History CPC number	CPC00651	Impacts	FAA Service Description	
Organisation	Capacity in which Organisation operates in (Impacted Capacity in Bold as appropriate)		Agreement Yes/No	Days Required to Implement
Scottish and Southern Energy	Supplier/Generator/ Trader / Party Agent / Distributor		Yes	0
EDF Energy	Supplier, NHH Agent and HH MOP		Yes	No
ScottishPower	Supplier, LDSO, HHDA, NHHDA, HHDC, NHHDC, HHMOA, NHHMOA		Yes	0
NPower Limited	Supplier, Supplier Agents		Yes	-
E.ON	Supplier – NORW, EELC, EENG, EMEB, PGEN		Yes	-
Gemserv	MRASCo Ltd		Neutral	-
TMA Data Management Ltd	HHDC, HHDA, NHHDC and NHHDA		Neutral	-
AccuRead	NHHDC, NHHDA, NHHMOP, HHMOP		Neutral	-
CE Electric UK	LDSO, UMSO		Neutral	-
E.ON UK Energy Services Limited	MOA NHHDC /DA		Neutral	-
Siemens Metering Services	Party Agent (NHHDA, NHHDC, NHHMO, HHDC, HHDA, HHMO).		Neutral	-
Independent Power Networks	LDSO, UMSO, SMRA		Neutral	-

Impact Assessment Responses

Organisation	Agreement Yes/No	Comments	Impact Yes/No	BSSCo Response
ScottishPower	Yes	Comments: Documentation Change Only	No	Noted – no action required

Redline text comments

None received.

Appendix 2 – Detailed Analysis of CP1273 – Changes to the scope of CoP10 to cover current transformer operated Meters

1 Introduction

- 1.1 E.ON raised CP1273 'Changes to the scope of CoP10 to cover current transformer operated Meters' on 6 January 2009.
- 1.2 Code of Practice (CoP) 10 'Code of Practice for Whole Current Metering of Energy via Low Voltage Circuits for Settlement Purposes' was developed by the Advanced Metering Expert Group to facilitate the introduction of Automatic Meter Reading and will apply to Non Half Hourly (NHH) and elective Half Hourly (HH) metering¹.
- 1.3 CoP10 was approved by the Panel at its meeting in November 2008 for implementation in the February 2009 BSC Release and the Supplier Volume Allocation Group (SVG) has been delegated the authority to approve any subsequent changes to CoP10.
- 1.4 CoP10 will apply to whole current² (WC) Meters only and was developed on the basis that Suppliers would be able to provide a CoP5 compliant Meter for current transformer³ (CT) operated sub-100kW sites opting to trade in the HH market.
- 1.5 Changes to Supplier Licences are due to become effective in April 2009 which, when implemented, will mean that Suppliers will be required to install advanced Meters for customers within Profile Classes 5 to 8. Since Profile Classes 5 to 8 customers will include sites which require CT operated Meters in the sub-100kW market, the only option available to Suppliers will be to use a more expensive CoP5 compliant CT operated Meter to provide the advanced functionality required by the new licence condition.
- 1.6 CP1273 seeks to widen the scope of CoP10 to include CT operated Meters so that Suppliers will have a choice about whether or not to install a CoP5 CT operated Meter (which is more expensive) or a CoP10 CT operated Meter. CoP10 will apply for sites where demand is below the 100kW threshold for mandatory CoP5 (and above) metering.

2 Solution

- 2.1 CP1273 proposes to add the relevant CT related requirements from CoP5 into CoP10 and remove the references to whole current metering in CoP10. Attachment C shows the redline changes required for CoP10 to facilitate this change. The new requirements for CoP10 will include:

- Specifying the minimum CT accuracy class (i.e. class 0.5);

¹ Elective HH Metering is where a customer chooses to install HH Metering but HH Metering is not required for the purposes of Settlement as the consumption is below the mandatory HH threshold for Imports.

² In a whole current Meter all of the energy supplied to (or exported from) a premises passes directly through the Meter and not via a separate current transformer(s). Whole current Meters are usually limited to passing 100 Amps per supply phase. For a supply voltage of 240V per phase this represents approximately 24kW for a single phase supply or 72 kW for a 3 phase supply.

³ A current transformer operated Meter measures the energy supplied to a premises using one (single phase supply) or more (2 or 3 for a 3 phase supply) current transformers. A current transformer 'scales down' the 'primary current' flowing in the cables to the premises to produce a proportional 'secondary current', which then feeds the Meter. The Meter therefore needs to be programmed (or designed) to 'know' the 'primary to secondary', or current transformer, ratio in order to 'scale up' the energy the Meter actually measures, to derive a figure for the energy delivered to (or exported from) a premises.

- Providing fusing and testing facilities to allow CT operated Meters to be replaced/worked on without disconnecting customers; and
- Specifying that Meters shall be able to be set to, display and download (during interrogation) the appropriate primary-to-secondary ratio of the CT that is/are installed in conjunction with the Meter.

2.2 In addition to these changes to CoP10, BSCP601 'Metering Protocol Approval and Compliance Testing' will need to be changed to make the relevant CT related changes to CoP10 part of the compliance testing process. By doing this, manufacturers can submit CT operated Meters for compliance testing and have meters approved as CoP10 compliant. The redline changes required for BSCP601 are included in Attachment B.

2.3 These changes will allow Registrants to choose between a CoP10 compliant Meter or a CoP5 compliant Meter for CT operated sites where demand remains below the mandatory 100kW threshold for HH metering. Where a Metering System becomes a '100kW Metering System' the Registrant will have to ensure that CoP5, or above, metering is installed.

3 Impact on ELEXON Operations

3.1 Our Change Delivery department will need to deal with new applications for CoP10 compliance testing of CT operated Meters.

3.2 The estimated CP implementation cost is 4 ELEXON man days which equates to £880.

4 Participant Impact Assessment

4.1 We issued CP1273 for participant impact assessment on 9 January 2009 as part of CPC00651. We received 16 responses of which, 10 agreed, 2 disagreed and 4 were neutral.

4.2 One respondent, who was neutral to the proposed change, suggested that, because the Supplier Licence conditions to install advanced metering become effective on 6 April 2009 for Profile Classes 5 to 8, the normal change process should be ignored to allow for an implementation date for CP1273 of 6 April 2009. The respondent also suggested that alternatively, the change could be included in the February 2009 BSC Release of CoP10 (but indicating that CT requirements for CoP10 will become effective on 6 April 2009).

4.2.1 It is not possible for a Change Proposal to be implemented before it has been approved. A decision on CP1273 will not be made until 3 March 2009 by the SVG. Therefore we cannot implement this change in the February Release.

4.2.2 We are aware of a desire from participants to align the release date of CP1273 with the Supplier licence changes scheduled (but not guaranteed to be approved) for 6 April 2009. We have confirmed that the Code Subsidiary Document (CSD) changes for CP1273 could be carried out alongside the CSD changes for P230 'Enabling Interoperability through the use of CoP10 and CoP5 Metering', if approved (noting that CP1273 is not contingent upon P230 being approved). P230 is scheduled for implementation in the June 2009 BSC Systems Release, or later if no decision is taken in time for June. We therefore recommend that the release date for CP1273 be aligned with P230 CSD changes, where possible. Therefore CP1273 should be implemented in the June 2009 BSC Systems Release.

- 4.2.3 Two respondents disagreed with the proposed change and continue to believe that CP1273 should be rejected. These respondents' concerns are tabulated below, along with the response to their queries:

	Respondents' Comments	ELEXON's Comments
1.	Both respondents argued that extending the scope of CoP10 to CT operated Meters would mean that on Change of Measurement Class (CoMC) a CoP10 CT operated Meter would need to be replaced by a CoP5 CT operated Meter.	We agree that on CoMC a CoP10 Meter would need to be changed unless the Meter also complies with CoP5 (or above). The process of CoMC would be simpler if a CoP5 Meter was already in place. If CP1273 is approved, Registrants will make a commercial decision to install a CoP5 or CoP10 Meter. In making their decision Registrants will need to weigh the additional costs of a CoP5 Meter (compared to a CoP10 Meter) against the costs of a Meter exchange in the future.
2.	<p>One respondent argued that a major driver behind limiting CoP10 to WC Meters was the practical constraints of keeping the meter below 100kW. The respondent believes that the proposal to use CoP10 Meters in the 72kW to 100kW range appears difficult to police and there would be no practical barrier to prevent the customers load going above 100kW. The respondent believes that, under CP1273, a new process would have to be introduced into BSCP502 'Half Hourly Data Collection for SVA Metering Systems Registered in SMRS' to identify 100kW Metering Systems so that the need for a Meter change could be identified.</p> <p>This respondent also suggested that no-one had considered changing CoP5 to remove non-Settlement requirements such as relays to address the economic drivers behind the CP so that cheaper CoP5 CT operated Meters could be used instead.</p>	<p>We agree that by limiting the scope of CoP10 to WC this issue would not arise. As noted, Registrants would need to consider the risk and cost/benefit of installing a CoP10 CT operated Meter in a site where the Metering System could become a '100kW Metering System'.</p> <p>It is clear that no process currently exists in BSCP502 (the HHDC BSCP) to identify when a HH Metering System breaches the 100kW threshold. However, Suppliers are required to have mechanisms in place that identify a breach of the 100kW threshold and we consider that this is a wider issue than CP1273.</p> <p>For NHH settled data, BSCP504 (the NHHDC BSCP) has a process to report such breaches to Suppliers via the P0028 '100kW Demand Report' flow.</p> <p>We understand that removing requirements from CoP5 could help to drive the cost of CoP5 metering down. However, CP1273 is a solution which aimed at the elective HH market and changes to CoP5 would impact the mandatory HH market as well.</p>

3.	<p>One respondent argues that CP1273 reverses the rationale behind the creation of CoP10. The rationale is believed to be that a lower standard of metering and Data Collector (DC) processes would not be appropriate for CT operated sites (72 to 100 kW). The respondent believes that greater assurance is required that CT operated Meters are recording accurately; for instance, the re-introduction of the assurance measures that were removed from BSCPs under the original CoP10 CP, CP1261 'Introducing Metering Code of Practice 10 to facilitate smart metering in the Half Hourly (HH) market'</p>	<p>We agree that there are more risks associated with CT metering. For example Meters may be programmed with the incorrect CT ratio or pulse multipliers could be incorrect. These risks already exist for CT operated Meters. However, ensuring pulse multipliers are correct will become increasingly important as more sub-100kW Half Hourly data is provided for Settlement. The assurance processes referred to by the respondent are the proving test exemptions for CoP10 Metering Systems in BSCP502 and BSCP514 'SVA Meter Operations for Metering Systems Registered in SMRS'. Participants should be aware of the potential increased risk involved in exempting CoP10 CT operated Metering Systems from proving test requirements and may wish to re-instate them. However, it may be difficult to differentiate between CT operated and non CT operated CoP10 metering to be able to treat them differently, as the respondent points out below.</p>
4.	<p>One respondent suggested that CP1273 would create significant problems for HHDCs to be able to identify sites with CT operated Meters traded as HH elective and is totally reliant on the Meter Operator Agent (MOA) populating the J0454 'CT ratio' data item (an optional field) in the D0268 'Half Hourly Meter Technical Details' to determine whether the site is CoP10 CT operated or CoP10 WC. The respondent believes that the CP could create two different obligations in the same CoP and that it is unacceptable for DCs to carry out different validation checks on such metering. The respondent recommends that if the sentiment of the change is to be fulfilled then a new CoP would need to be created.</p>	<p>We sought clarification from the respondent as to why they believed the CP might create two obligations in one CoP and two different validation checks for DCs. The respondent confirmed that they meant it could be unclear which CoP was the relevant CoP for CT operated Meters in the sub-100kW market. We believe that CoP10 is quite clear in its scope that it is limited to the elective HH market (and the NHH market) and therefore should not be confused with CoP5 applications.</p>
5.	<p>One respondent argues that the associated changes to BSCP502 for CP1261 excluded CoP10 WC Meters from proving tests on the grounds that a major cause of Settlement error was due to incorrect pulse multipliers, which in a WC Meter would be 1. Increasing the scope of CoP10 would need this to be reconsidered, which this CP does not address.</p> <p>The other respondent who disagreed also</p>	<p>We believe that the risk of not proving Metering Systems for CoP10 post CP1273 is increased but is marginal based on the maximum energy involved. We would support further discussion of the conclusions of the CoP10 working group on the assumptions and risks involved however, we are mindful of the desire from some Parties to have the enduring solution proposed by CP1273.</p> <p>As noted, we agree that there are more risks associated with CT metering and that the industry may</p>

	believes that the assumptions and assertions made by the CoP10 working group may not be valid against CT metering; such as the need not to conduct proving tests.	wish to look into the costs/benefits of re-instating proving tests for CoP10 metering. One mitigating factor is that any associated errors would be limited to customers with CT metering in the sub 100kW market as a change of Meter (to a CoP5, or above, Meter) would be required and proving would need to be carried out as a result of such a change. One way Registrants could reduce risk would be to request proving tests for CT operated CoP10 Meters.
6.	One respondent argued that since the metering CoPs are not retrospective there will be existing metering in the 70-100kW range with HH capability that meet the Supplier Licence obligations.	We believe that this comment has more to do with P230 and the proposal to mandate the use of CoP10 or 5 metering for Profile Classes 5 to 8 customers. This change provides more options for metering in order to settle elective HH data in the HH market. If P230 is approved then existing installed Meters with a 'half hourly' capability, which do not comply with CoP10 or CoP5 (or above), could not have their 'half hourly' data used for HH Settlement purposes despite meeting the requirements for the Supplier Licence conditions relating to advanced metering.
7.	One respondent suggested that consideration should be given to the work of the 'Absent and Erroneous Reactive Power Data' working group in relation to providing interval data for Reactive Energy to Licensed Distribution System Operators (LDSO) for CT metering.	We support consideration of the work of the 'Absent and Erroneous Reactive Power Data' working group in relation to providing interval data for Reactive Energy to Licensed Distribution System Operators (LDSO) for CT metering and we will ensure that members of the group are aware of CP1273's progression. However, CPs are assessed against the current base line. Further changes may become appropriate in time.

5 Recommendation

5.1 There is a clear majority support for CP1273. We have noted that concerns regarding exempting all CoP10 metering (CT or WC) from proving tests (with the potential Settlement risks involved) are mitigated for, or can be addressed through other change. Therefore we recommend that the SVG:

- approve CP1273 for the June 2009 BSC Systems Release, noting this is likely to align with P230 (if approved).

IA Summary for CP1273 – Publication of new Funds Administration Agent (FAA) Service DescriptionImpact Assessment Responses

IA History CPC number	CPC00651	Impacts	CoP10, BSCP601	
Organisation	Capacity in which Organisation operates in		Agree? Yes/No	Days Required to Implement
Western Power Distribution	LDSO / MOA		Yes	30
Scottish and Southern Energy	Supplier/Generator/ Trader / Party Agent / Distributor		Yes	-
ScottishPower	Supplier, LDSO, HHDA, NHHDA, HHDC, NHHDC, HHMOA, NHHMOA		Yes	-
TMA Data Management Ltd	HHDC, HHDA, NHHDC and NHHDA		Yes	-
British Energy Direct Limited	Supplier		Yes	-
AccuRead	NHHDC, NHHDA, NHHMOP, HHMOP		Yes	90
E.ON	Supplier – NORW, EELC, EENG, EMEB, PGEN		Yes	90
E.ON UK Energy Services Limited	MOA NHHDC /DA		Yes	-
Siemens Metering Services	Party Agent (NHHDA, NHHDC, NHHMO, HHDC, HHDA, HHMO).		Yes	30
SSIL	HHDC		Yes	
Association of Meter Operators	Trade Association for Meter Operators		No	-
NPower Limited	Supplier, Supplier Agents		No	-
Gemserv	MRASCo Ltd		Neutral	
EDF Energy	Supplier, NHH Agent and HH MOP		Neutral	30
CE Electric UK	LDSO, UMSO		Neutral	
Independent Power Networks	LDSO, UMSO, SMRA		Neutral	-

Detailed Impact Assessment Responses

Organisation	Agreement Yes/No	Comments	Impact Yes/No	BSCCo Response
Western Power Distribution	Yes	Comments: Documentation changes	Yes	Noted.
ScottishPower	Yes	Comments ScottishPower are minded to support the proposed change. Capacity in which Organisation is impacted : MOA, Supplier Possible process changes	Yes	Noted.
E.ON UK Energy Services Limited	Yes	Comments: This change would give expanded opportunity to use alternate suitable metering within the 70kw plus market profile class 5-8	No	Noted.
Siemens Metering Services	Yes	Impact: minor process changes Would implementation in the proposed Release have an adverse impact? No adverse impact	Yes	Noted.
SSIL	Yes	Comments: Increases the potential use of low cost COP10 metering and extends the HH elective market hence increasing the proportion of HH related data into Settlement	No	Noted.
Association of Meter Operators	No	Comments: The work to develop CoP10 considered the threshold for CoP10. It was agreed to limit the requirement to whole current meters. This gave the assurance that the metering would not go above the 100kW		We agree there are risks associated with extending the scope of CoP10 to CT metering. We spoke to respondent to clarify what they meant by 'The requirement for the DC to identify over 100kW demand from a CoP10

		<p>threshold – whole current meters are physically limited to passing 72kW.</p> <p>The associated changes to BSCP502 allowed for CoP10 meters not to require a proving test. This was a cost reduction recognising that the major cause of settlement error was due to incorrect pulse multipliers – in a whole current meter the pulse multiplier would always be one. Increasing the scope of CoP10 to include CT meters would require this to be reconsidered, and changed. This CP does not address this issue.</p> <p>The other major driver was the practical constraint of keeping the meter below 100kW. The proposal of using CoP10 meters in the very narrow band of 70 to 100kW appears difficult to police. There is no practical barrier that will stop the customer load increasing above 100kW. Once above 100kW a CoP5 meter will be required (even with this change). This will involve the DC identifying that the customers consumption has increased above 100kW and requiring the MO/Customer to replace the meter. This adds cost to the MO/Customer.</p> <p>*The requirement for the DC to identify over 100kW demand from a CoP10 metering installation would need to be added to BSCPs as a new activity. It can be assumed this would be added into the Supplier PARMS reporting and fine for over 100kW customer without CoP5 metering.</p> <p>What does not appear to have been considered is to leave CoP10 as current defined (whole current only) and to consider amending CoP5 to remove any 'non-settlement' requirements (such</p>	<p>metering installation...' *. The respondent confirmed that by only allowing CoP10 to cover WC Meters the question of DCs needing to identify '100kW Metering Systems' would not come up for CoP10 registered sites – demand would be limited to 72kW.</p> <p>It is clear that no process currently exists in BSCP502 (the HHDC BSCP) to identify when the 100kW threshold is exceeded in order for a Registrant to know if the criteria are met for a Metering System becoming a '100kW Metering System'.</p> <p>For NHH Settled data, BSCP504 (the NHHDC BSCP) has a process to report 100kW threshold breaches to Suppliers via the P0028 '100 kW Demand Report' data flow. Where 3 such reports meet the criteria for a '100kW Metering System' then a HH capable Meter (CoP5 or above) should be fitted (or enabled) and metered data should be Settled HH. The Measurement Class Id should also be changed to 'C'.</p> <p>Suppliers must have mechanisms in place (for electively Settled HH metered data) to be able to respond to such Code defined occurrences in the HH market, in order for similar processes to take place, e.g. CoMC from 'E' (elective) to 'C' (mandatory).</p> <p>We suggest that this is a bigger issue than the CP itself and that should a new process need to be defined in BSCP502 then the 'From' and 'To' entities for the P0028 flow in the SVA Data Catalogue would be impacted and any requirement to monitor performance related to sending a P0028 flow would impact</p>
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		<p>as number of relays). This may satisfy the commercial drivers behind this CP, without any loss of settlement accuracy.</p> <p>It should also be remembered that the Metering CoPs are not retrospectively applied. So existing metering in the 70-100kW range with HH data capability meets the Supplier licence obligations.</p>		PARMS.
NPower Limited	No	<p>Comments: We appreciate the sentiment of the change in attempting to apply low cost metering in the Advanced market but based on the arguments below we need further assurance that has not been given in the proposal.</p> <p>We reject this CP on the basis it does not go far enough to address the 'risk' associated to CT metering which is mitigated through Commissioning and Proving; both of these were excluded from the original CoP10. One of the advantages of CT metering being mandated to CoP5 only is that on a mandatory COMC the meter would not necessarily need to be changed. The extension of CoP10 metering to include CTs may remove this potential benefit as the meter would have to be changed (although should be weighed against the cost of superior metering); under the existing arrangement CoP5 metering would be already installed on the site making the switch to HH much easier from a metering perspective.</p> <p>It also completely reverses the rationale behind the creation of CoP10 in the first instance - i.e. that lower standard metering and DC processes would not be sufficient for recording CT metered</p>	Yes	<p>We have spoken to the respondent who confirmed that, while they agree in principle with the CP, they would like to get Parties together in a meeting or via a conference call to discuss the implications behind extending the scope of CoP10 before agreeing to support this type of change.</p> <p>We agree that there are risks associated with CT metering that may need to be looked at.</p>

		<p>sites. More needs to be done to provide assurance that CT metering is recording accurately through the re-instating of, and potentially creation of new, processes removed from BSCPs under the original CoP10 before CoP10 can be extended to include CT metering.</p> <p>Furthermore, it creates significant problems for the HHDC to be able to identify CT sites traded as HH elective and is entirely reliant on the MOA populating the CT Ratio field in the D0268 to determine whether the site is CoP10 CT or CoP10 Whole Current. Essentially this CP could create two conflicting obligations in the same Code of Practice. This is not an acceptable position if the DC is required to conduct different validation checks on this metering. We would recommend that if the sentiment of this CP is to be fulfilled that a new Code of Practice would need to be created.</p> <p>Additional consideration should be given to the Reactive working group and how these requirements would fit into the proposed red-line of CoP10, if required (necessary to realise the LDSO wish to receive reactive interval data for CT metering).</p> <p>Finally, CoP10, including the assumptions and assertions made by the CoP10 working group, were accepted as valid when CoP10 was approved for release. It is evident that further work is required in light of recent changes (P230) but these requirements need to be more considered than simply extending CoP10 to include CT metering - the assumptions and risks concluded by the group should be re-visited before changes to the CoP10 document are</p>		<p>The respondent clarified that they meant it would be unclear to market participants which CoP (CoP10 or CoP5) would be applicable to CT operated sub-100kW sites.</p> <p>We note however that the scope of CoP10 clearly limits its application to the elective HH market.</p>
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		progressed. Impact on Organisation Process		
EDF Energy	Neutral	<p>Comments: If this is agreed the implementation date of this CP is June 2009. PC 5-8 mandate comes into effect from 6th April 2009. This gives a problem if a CT meter has to be changed in this period. Our assumption is that a MOP would be forced to install CoP5 metering. However, we feel that Elexon should be more flexible to meet market requirements and allow for an implementation date of 6th April 2009 for this version of CoP10. There are precedences for such releases under MRA and as such we feel that Elexon should allow a CoP10 release on 6th April to enable MOPs to operate at this time on how they would do from June 2009 onwards and to support required government legislation. If that is not possible then we would request inclusion in February release with a change included in CoP10 to indicate that for CT metering new version should only be utilised from 6th April 2009 and until that time version 1.0 should be used. This is slightly messy but we feel that we must ensure that enduring process for CT metering changes in PC 5-8 is available from 6th April 2009.</p> <p>If neither of these are possible we would like to understand how as NHH MOP we can fit CoP10 meters for CT metering from 6th April without any issues as this is enduring solution for this metering.</p> <p>Impact on Organisation's Systems and/or Processes? NHH MOP</p>	Yes	<p>Noted.</p> <p>We have confirmed internally that CP1273 could be implemented in time for 6 April 2009 to coincide with the scheduled effective date of the new Supplier licence conditions for advanced metering.</p> <p>We have also confirmed that the CSD changes for CP1273 could be carried out alongside the CSD changes for P230, if approved (noting that CP1273 is not contingent upon P230 being approved). P230 is scheduled for implementation in the June 2009 BSC Systems Release, or later, if no decision is taken in time for June. We therefore recommend that the release date for CP1273 be aligned with P230 CSD changes, where possible. Therefore CP1273 should be implemented in the June 2009 BSC Systems Release.</p>

		Impact on Organisation (e.g. systems/process changes) Processes Implementation We are concerned that two different sets of rules might need to be introduced due to Elexon release schedules and would recommend that this is not the case.		
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Redline Comments

No comments were received on the proposed redline text.

Appendix 3 – New Draft Change Proposals and Change ProposalsNew Draft Change Proposals

There are no new Draft Change Proposals this month.

New Change Proposals

CP	CVA/SVA	Title	Description	Raised
1279	SVA	Housekeeping Change to BSCP515 – Licensed Distribution	<p>On page 11 of BSCP515, step 3.3.4 has the WHEN action of 'Within 5WD of 3.3.2'. This should say 'Within 5WD of 3.3.3'. In addition footnote 4, also on page 11, refers to step 3.3.4. This should be 3.3.3.</p> <p>We implemented CP1199 'Changes to BSCP515 'Licensed Distribution' to remove non functional information and add clarity' in February 2008; however, the agreed redlined text contained this error. CP1199 introduced several changes to the steps of 3.3, and moved step 3.3.2 to 3.3.3 but the reference in 3.3.4 was not updated. CP1199 also moved step 3.3.3 to 3.3.4, but didn't update the reference in footnote 4.</p> <p>CP1279 proposes to correct a change that was clearly not intended by CP1199 by updating:</p> <ul style="list-style-type: none"> the WHEN action in step 3.3.4 to say 'Within 5WD of 3.3.3'; and footnote 4 to say: 'Note that a Supplier must have appointed an MOA for that Metering System before step 3.3.3 can occur.' 	04/02/09
1280	SVA	SVAA to provide LDSOs with aggregated consumption data for embedded Distribution Systems	<p>Issue: The BSC requires the SVAA to provide Distribution System Operators with metering data for purposes of operating and charging for the use of their Distribution Systems.</p>	05/02/09

CP	CVA/SVA	Title	Description	Raised
			<p>Currently the BSCP only covers metering data for NHH Metering Systems directly connected to the network of the LDSO receiving the data. They do not include:</p> <ul style="list-style-type: none"> • Data for HH Metering Systems • Data for Metering Systems connected to other LDSOs' Distribution Systems embedded within the LDSO's network. <p>However, the DCUSA provisions for relationships between Distributors acknowledge that boundary metering is not necessarily required in all cases, and that an 'Alternative Solution' will be appropriate in some cases.</p> <p>The Primary concern with requiring the boundary metering for embedded metering for all embedded networks is that the cost per meter is high. As the number of IDNO and 'out of areas' networks increases, the total cost associated with metering the boundaries between networks will increase.</p> <p>Solution: To avoid the cost to industry of unnecessary metering at the boundaries between networks, it is proposed that the SVAA should provide each LDSO with aggregated consumption data for customers on licensed networks embedded within that LDSOs' network.</p>	

Appendix 4 – 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			
		February 2009 Scope (Imp. Date 26 Feb 09)	June 2009 Scope (Imp. Date 25 Jun 09)	November 2009 Scope (Imp. Date 05 Nov 09)	Standalone Releases
Change Proposals	Pending		1248, 1260, 1265, 1266, 1268, 1270, 1271, 1272, 1273, 1274, 1276, 1277, 1279	1267, 1269, 1275, 1278, 1280	P216 Alt✓ (Imp. Date 20 Apr 09)
	Approved	1205, 1206, 1207, 1250, 1251, 1252, 1253, 1254, 1255, 1258, 1261, 1262, 1263	1249 v2.0, 1256, 1257, 1259, 1264		
Modifications	Pending				
	Approved		P215 Alt✓, P222 Alt*	P217 Alt✓, P223 Alt✓	
Updates		The February 2009 Release is progressing to time and quality. Logica have successfully completed their testing of the NHHDA changes. ELEXON Completed testing in early February. The ISG approved the amendments to the Category 2 documents at the January meeting.	The June 2009 Release is progressing to time and quality. The P215 and P222 documentation being amended by the Release has been reviewed by Industry and will be presented to the Panel Committees for approval in February and March.	Planning for the November 2009 Release is underway based on Modification P217 and P223. The PID and Plan was issued to the Programme Board for review in January. NGC and Logica have started work on the development of the P217 changes.	The P216 Release is currently progressing to time and quality. The industry review of the new BSCP128 is now complete. It will be presented to ISG and SVG, before being presented to the Panel for Authorisation in March. The implementation date is 20 April 2009.

CP1265 Proposed Changes to BSCP27 Technical Assurance of Half Hourly Metering Systems for Settlement Purposes v9.0

1 Introduction

1.1 Purpose and Scope of the Procedure

This BSC Procedure (BSCP) defines the process of inspections of Supplier Volume Allocation (SVA) Half Hourly Metering Systems registered in a Supplier Meter Registration System (SMRS) and –Central Volume Allocation (CVA) Metering Systems registered in the Central Meter Registration Service (CMRS).

It describes the key interfaces and timetable responsibilities for the role of the Technical Assurance Agent (TAA) and interested parties in the inspection of Metering Systems. The primary aim of Technical Assurance is to monitor Registrants’ and Party Agents’ compliance with their obligations as defined in the Balancing and Settlement Code (the Code) and Code Subsidiary Documents (CSDs) to ensure that the Active Energy Imported and/or Active Energy Exported through Boundary Points and System Connection Points is complete and accurate.

1.2 Risk Based Performance Assurance Framework

[NO CHANGE PROPOSED TO THIS SECTION]

1.3 Main Users of the Procedure and their Responsibilities

[NO CHANGE PROPOSED TO THIS SECTION]

1.4 Use of the Procedure

The Registrant is responsible for ensuring the compliance of its Party Agents, in particular the MOA and DC, with the Code and CSDs.

The TAA shall determine a Metering System to be non-compliant if the Code or CSDs are not being adhered to, subject to any Metering Dispensations applicable to the Metering Equipment.

Throughout this procedure, where a timescale is stated, it refers to~~timetables reflect~~ the number of Working Days (WD) ~~following defined events~~ by which the activity described shall be completed.

1.5 Key Milestones

The key milestones in this procedure are:

- Extracts from CDCA and SMRA for the sampling of Metering Systems as detailed in section 1.10.
- 20WD notice to the Registrant and MOA of a TAA Inspection ~~–~~Visit.

1.6 Balancing and Settlement Code Provision

[NO CHANGE PROPOSED TO THIS SECTION]

1.7 Associated BSC Procedures

This BSCP interfaces with:

CVA Metering Systems	SVA Metering Systems
<ul style="list-style-type: none">▪ BSCP02 – Proving Test Requirements for CVA Metering Systems▪ BSCP06 – Notification and Sealing of Metering Equipment for Central Volume Allocation▪ BSCP11 – Trading Queries and Trading Disputes▪ BSCP20 – Registration of Metering Systems for Central Volume Allocation▪ BSCP32 – Metering Dispensations▪ BSCP537 – Qualification Process for SVA Parties, SVA Party Agents and CVA MOAs▪ BSCP538 – Error and Failure Resolution▪ BSCP601 - Metering Protocol Approval and Compliance Testing	<ul style="list-style-type: none">▪ BSCP11 – Trading Queries and Trading Disputes▪ BSCP32 - Metering Dispensations▪ BSCP501 - Supplier Meter Registration Service▪ BSCP502 – Half Hourly Data Collection for SVA Metering Systems Registered in SMRS▪ BSCP514 –SVA Meter operations for Metering Systems registered in SMRS▪ BSCP515 – Licensed Distribution▪ <u>BSCP535 – Technical Assurance</u>▪ BSCP537 – Qualification Process for SVA Parties, SVA Party Agents and CVA MOAs▪ BSCP538 – Error and Failure Resolution▪ BSCP550 - Shared SVA Meter Arrangement of Half Hourly Import and Export Active Energy▪ BSCP601 - Metering Protocol Approval and Compliance Testing

1.8 Responsibilities

[NO CHANGE PROPOSED TO THIS SECTION]

1.9 Metering System Sampling Groups

For SVA, the total number of Metering Systems to be inspected in any one year shall be as determined by the Performance Assurance Board (PAB) in accordance with the ROP. This may include a percentage of re-inspections. The selection of the actual Metering Systems to be inspected shall be at the discretion of BSCCo.

The TAA shall select SVA Metering Systems for the following sampling groups:

- Targeted Inspections
- Specific Sample
- Main Sample

For CVA, the total number of Metering Systems to be inspected in any one year shall be as directed from time to time by the PAB. This will include a percentage of re-inspections. The selection of the ~~actual~~ Metering Systems to be inspected shall be at the discretion of BSCCo, in accordance with the scope as directed by the PAB.

The TAA shall select CVA Metering Systems for the following sampling groups:

- Targeted Inspections
- Main Sample

1.9.1 Targeted Inspections

The TAA ~~will~~may target a number of Metering Systems where non-compliance is suspected. These may be identified as a consequence of information obtained by BSCCo (including that information provided by the PAA), by the TAA or as directed by the PAB. BSCCo will inform the TAA of those Metering Systems that require a targeted Inspection Visit.

The basis for this sample will be on information provided by Registrants and other parties to enable BSCCo to target specific Metering Systems, GSP Groups, types of Metering Equipment, Party Agents or BSC Parties. Targeted inspections will not necessarily be carried out each time a group of inspections is arranged.

1.9.2 Specific Sample - SVA Only

It is intended that specific samples will focus on ~~'complex metering'~~, where the risk to Settlement is perceived to be greatest. The PAB will determine the size of the specific sample. It is anticipated this ~~specific sample group~~ will account for no more than 20% of the total number of visits agreed by the PAB to be performed each year. The focus of this specific sample will be set by the PAB on an annual basis. It is envisaged that this group will be sampled from, but ~~is~~ not limited to, the following:

1. Code of Practice (CoP) One, Two and G Metering Systems and Scottish Code of Practice One (S1) and Two (S2) Metering Systems
2. Import/Export Metering Systems: those Metering Systems that record Import and Export electricity will be targeted for inspection, to ensure that the technical details have been correctly recorded in Settlement.
3. Multi-Feeder Metering Systems.
4. Complex Sites: those Metering Systems that cannot be adequately expressed via the D0268, Half Hourly Meter Technical Details, and where the MOA is required to provide additional information.

The registered MOA and LDSO will be responsible for and will use reasonable endeavours to provide complete and accurate Metering System data, ~~where they are the registered MOA or LDSO~~, upon request to the TAA or BSCCo for the purposes of Technical Assurance.

1.9.3 Main Sample – CVA and SVA

The TAA, on behalf of BSCCo, shall ensure that a representative sample of ~~Half Hourly~~ Metering Systems is inspected for both SVA and CVA Half Hourly Metering Systems. The selection of Metering Systems will be based upon consideration of:

- GSP Group (SVA Only)
- Registrant
- Meter Operator Agent
- Code of Practice
- Metering Equipment
- Previous inspection(s)

1.10 Information Required to Enable Sampling of Metering Systems

1.10.1 Specific Sample – SVA

In order to ensure that the relevant Metering Systems are inspected, ~~an annual request will be made by BSCCo to~~ each Registrant, LDSO or MOA where appropriate, to will provide details of all ~~those~~ Metering Systems ~~to be included within the specific sample~~ (described in section 1.9.2) so that a representative sample can be determined by the TAA. The Registrant will ~~be asked to~~ provide the following information for each Metering System:

- Metering System ID.
- GSP Group.
- MOA ID.
- HHDC ID.
- Site Address Details.
- Applicable CoP.
- Details of any current applicable Metering Dispensation.

~~These lists will be forwarded to~~ the TAA ~~who~~ will, on behalf of BSCCo, create a schedule of inspections that meets the PAB's agreed requirements.

1.10.2 Main Sample – CVA

The CDCA shall submit an electronic list of all Metering System IDs registered in the Central Meter Registration Service (CMRS), together with associated information to BSCCo. The lists shall be provided four times a year on dates agreed with BSCCo. The required information will be forwarded to the TAA to initiate the sample selection process.

The TAA will use reasonable endeavours to minimise the number of repeated inspections when selecting the Metering Systems to be inspected.

~~Initially the TAA shall select 10% more Metering System IDs than those that will be inspected. The additional 10% selected will enable the TAA to categorise the Metering Systems to and ensure that there is no bias towards any one Party, Metering Equipment type or sampling area in any given sampling area.~~ This initial sample will be sub-divided by Registrant and MOA.

BSCCo will provide additional guidance for the selection of sampled inspections.

On identification of the Metering System IDs the CDCA will be required to provide the following additional information in order to finalise the sample:

- Meter Technical Details for each Metering System ID (as detailed in BSCP20).

~~Metering Systems will be categorised to ensure that the sample is not biased towards any one party or type of Metering Equipment.~~ The relevant Registrant will then be notified of the Metering Systems to be inspected.

1.10.3 Main Sample – SVA

This is the main sample selection process (excluding those detailed in 1.9.2) for SVA Metering Systems.

Each SMRA shall ensure that the details it holds are updated daily to a central online databases~~submit an electronic list of all Half Hourly Metering System IDs (MSIDs) registered on its SMRS~~ in line with the requirements detailed in the Master Registration Agreement (MRA), together with any associated information as specified in BSCP501 to the PAA via BSCCo. The required information will then be ~~forwarded by BSCCo to~~ used by the TAA to initiate the sample selection process.

The TAA will use reasonable endeavours to minimise the number of repeated visits when selecting the Metering Systems to be inspected.

The TAA will select 10% more Metering System IDs than will be inspected. The additional 10% will enable the TAA to categorise the Metering Systems ensuring that there is no bias towards any one Party, Metering Equipment type or sampling area.~~Initially the TAA shall select 10% more Metering System IDs than those that will be inspected. The additional 10% will be selected to enable the TAA to categorise the Metering Systems so as to ensure that there is no bias in any given sampling criteria.~~ This initial sample will be sub divided by GSP Group, Registrant and MOA.

Once the Metering System IDs have been identified the Registrant will be required to provide the following additional information in order to finalise the sample:

- Meter Technical Details for each Metering System ID (as detailed in the D0268, Half Hourly Meter Technical Details).

The relevant Registrant will then be notified of the Metering Systems to be inspected. Metering System IDs will then be categorised by the TAA to ensure that sample is not biased towards any one party or type of Metering Equipment. The finalised main sample will be forwarded to the Registrant as notification of the Metering System IDs to be inspected.

1.11 Re-Inspections

Where a category 1 or category 2 non-compliance has been identified and subsequently reported as rectified, it is possible that the Metering System will be re-inspected by the TAA to confirm compliance.

BSCCo will inform the TAA of the percentage of previously non-compliant Metering Systems which should be re-inspected. Re-inspections will be selected with consideration given to the category and number of non-compliances associated with the previous inspection.

The TAA will submit the proposed schedule of re-inspections to BSCCo for approval. At the end of a quarter, the TAA shall select a sample of 10% (or any other percentage as determined by the PAB) of the category 1 non-compliances that a participant has rectified during that quarter and shall carry out a re-inspection. Where a category 1 or category 2 non-compliance has been identified by the TAA and subsequently reported by the MOA, HHDC, CDCA or Registrant as rectified, it is possible that the Metering System will be re-inspected by the TAA to confirm compliance if it has been altered or amended in order to achieve compliance. BSCCo will inform the TAA of the percentage of previously non-compliant Metering Systems which should be re-inspected. Re-inspections will be selected with consideration given to the category and number of non-compliances associated with the previous inspection. The TAA will submit the proposed schedule of re-inspections to BSCCo for approval. At the end of a quarter, the TAA shall select a sample of 10% (or any other percentage as determined by the PAB) of the category 1 non-compliances that a participant has rectified during that quarter and then shall carry out an inspection during the following quarter of those Metering Systems that have been altered or amended in order to achieve compliance.

1.12 Targeted Inspections

Where the PAB requires assurance about a particular Metering System, they may request a targeted inspection to take place.

The PAB will use the following information when deciding to perform a targeted check:

- Previous non compliances;
- Performance related issues;

- Settlement error;
- Information provided by it's sub-committees; or
- The Panel.

1.121.13 Metering System Inspection

On selection of an appropriate Metering System the TAA shall notify the relevant Registrant, MOA and LDSO prior to the date of the intended Inspection Visit. The Registrant or a nominated representative will be invited to attend the Inspection Visit and shall make all reasonable best endeavours to ensure access to all Metering Equipment and, ~~if necessary,~~ will liaise with the LDSO or Transmission Company (if necessary) to arrange such access. The Registrant shall be required to ensure that the MOA and LDSO or Transmission Company (if necessary) will be in attendance and that the person attending the site is technically competent to discuss problems relating to any defects or non-compliances and able to agree the resolution of any defects or non-compliances.

The Registrant shall notify the TAA, prior to the intended Inspection Visit that the MOA will be in attendance. In addition the Registrant will inform the TAA of any other representatives that will be present at the Inspection Visit. Failure to reply-do so will be reported to PAB at the discretion of BSCCo.

A MOA may appoint a competent third party who may attend on their behalf.

For SVA Metering Systems the Registrant shall obtain permission from the appropriate LDSO to gain independent access to the LDSO's equipment associated with the Metering System and the MOA shall allow access to the Meter and associated Metering Equipment for which it is responsible. The LDSO shall accede to such a request in a reasonable timeframe prior to the inspection visit as agreed with the Registrant.

For CVA Metering Systems ~~during the Inspection Visit~~ the Registrant (or its nominated representative) shall provide access to the Metering Equipment during the Inspection Visit.

The TAA may, with the agreement of the BSCCo, arrange for an urgent revisit (SVA and CVA Metering Systems) to be initiated. This will be at the expense of the Registrant if:

- (a) The Registrant fails to arrange access on the agreed date and time or access cannot be obtained upon arrival by the TAA; or
- (b) The MOA fails to attend an Inspection Visit.

Any costs incurred by the MOA as a result of its attendance at an Inspection Visit shall be met by the MOA.

Where the TAA has gained access to the Metering System but has been unable to complete the Inspection Visit, a result of 'incomplete Inspection Visit' and the reason for non completion will be recorded.

Where the TAA has been unable to gain access to the Metering System a result of 'no access-~~Inspection Visit~~' and the reason for no access will be recorded.

1.13.14 Additional Metering Equipment Details Required by the TAA

When a Metering System has been selected for inspection, the MOA will be required to provide the following additional Metering Equipment Technical Details prior to the Inspection Visit:

1.13.14.1 General Information

- Site name
- Site address
- Site telephone number

1.13.21.14.2 Accuracy

- Circuit Identifier
- Applicable CoP (including the specific Issue)
- Current applicable Metering Dispensation(s)
- Meter Calibration Certificates
- Current Transformer Test Certificates (including details of manufacturer, type, serial number and class)-
- Voltage Transformer Test Certificates (including details of manufacturer, type, serial number and class)-
- Applicable Meter Compensation values (including evidence to support the applied values)-

The determination of the overall accuracy of Metering Systems requires the provision of all associated measurement transformer errors. Details for the processes to be followed by the various parties for the provision of this information are given in section 4 of this BSCP.

1.13.31.14.3 Half Hourly Metering System Functional Information

- Channel Number(s) (for Active Energy)
- Measurement Quantity Id
- Date of First Registration

The HHDC will also be required to provide the Meter Technical Details prior to the Inspection Visit.

1.13.41.14.4 Half Hourly Metering System Functional Information

Failure to provide the above information to the TAA within the required timescales as defined in section 4 shall be classified as a non-compliance.

The TAA may request any additional information that is felt necessary and reasonable for any Metering System being audited. This additional information will also be provided by the registrant in a reasonable timeframe prior to the inspection visit where possible.

Where appropriate, all information to be provided to the TAA regarding an Inspection visit should be provided via the electronic online tool provided by the TAA.

1.141.15 Non-Compliance

The TAA shall raise a non-compliance if, after taking into account any Metering Dispensations:

- (a) The requirements of the Code and CSDs are not being adhered to;
- (b) The actual configurable Meter parameters are not consistent with the Meter Technical Details recorded in Settlement Systems as provided by the ~~Registrant, and~~ HHDC or CDCA, or MOA prior to the Inspection Visit.

The findings of the Inspection Visit will be recorded on an Inspection Schedule (~~BSCP27/03~~) and presented to the MOA at the time of the Inspection Visit. Wherever possible any identified non-compliances shall be rectified by the MOA at the time of the visit.

Categorisation of non compliances

<u>Category 1 Non Compliance</u>	<u>A non-compliance has been identified which is deemed to be currently affecting the quality of data for Settlement purposes.</u>
<u>Category 2 Non Compliance</u>	<u>A non-compliance has been identified which is deemed to have the potential to affect the quality of data for Settlement purposes</u>
<u>Observation</u>	<u>A non-compliance has been identified which is deemed neither to affect nor to have the potential to affect the quality of data for Settlement purposes</u>

- ~~•Where a non-compliance has been identified which is deemed to be currently affecting the quality of data for Settlement purposes shall be categorised as ‘category 1 non-compliant’.~~
- ~~•Where a non-compliance has been identified which is deemed to have the potential to affect the quality of data for Settlement purposes (but not currently affecting it) shall be categorised as ‘category 2 non-compliant’.~~

- ~~Where a non-compliance has been identified which is deemed neither to affect nor to have the potential to affect the quality of data for Settlement purposes shall be categorised as an 'observation'.~~

On completion of an inspection, the TAA shall issue notices of compliance or non-compliance to the Registrant, ~~and~~ MOA, HHDC, LDSO and Transmission Company as appropriate; and

~~W~~where a non-compliance has been determined, the TAA shall provide the Registrant with the details of the non-compliance.

Where a non-compliance has been determined the Registrant shall be responsible for progressing the rectification of the non-compliance and must submit a rectification plan to the TAA. The Registrant will be required to take all reasonable steps to ensure that the party that can take direct action ~~actually~~ does so, and that the Registrant pursues that party to the extent necessary. Where the BSCCo deems it necessary, non-compliances not rectified by the Registrant will be reported to the PAB who will decide on further action in accordance with BSCP538, Error and Failure Resolution.

The TAA ~~shall~~ will provide the Registrant with a reminder, ~~in the form of a re-issued non-compliance report~~, if the Registrant has failed to rectify the non-compliance within the required timescales. The reminder ~~should~~ will contain all appropriate information about the non-compliance.

1.151.16 Appeals

Where a non-compliance has been identified, this may be appealed by:

- The Registrant responsible for that Metering System; or
- The relevant MOA, HHDC, LDSO or the Transmission Company on behalf of the Registrant.

The non-compliance can be appealed as follows:

1. Initially to the TAA who will review the appeal and provide a response to the appellant.
2. If unsuccessful in 1, the appellant may pursue the appeal with BSCCo, or withdraw the appeal. If the appeal is not withdrawn, BSCCo will review the appeal and provide a response to the appellant.
3. If unsuccessful in 2, the appellant may pursue the appeal with the Panel, or withdraw the appeal. The Panel may choose to delegate this responsibility to the PAB.

The Registrant; ~~(or MOA, HHDC, LDSO or the Transmission Company on behalf of the Registrant);~~ is will be required to provide evidence in support of the appeal.

1.161.17 Rectification Action

The Registrant (or MOA, LDSO₂ ~~or~~ HHDC or the Transmission Company on behalf of the Registrant) will rectify the non-compliance or provide a rectification plan (BSCP27/054), which will detail the appropriate milestones and actions to be taken in order to achieve rectification within the timescales required and set out in section 4.

1.171.18 Post Rectification Action

[NO CHANGE PROPOSED TO THIS SECTION]

1.181.19 Reporting

[NO CHANGE PROPOSED TO THIS SECTION]

1.191.20 Acronyms and Definitions

[NO CHANGE PROPOSED TO THIS SECTION]

2 Not Used

3 Interface and Timetable Information

3.1 Main Sample Selection Process – CVA and SVA

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1.1	As specified in section 1.10.2 and 1.10.3	Request Metering System Ids and associated information.	BSCCo	CDCA or SMRA	Relevant information from HH Metering System Id, GSP Group, Registrant, MOA, HHDC and Measurement Class.	<u>As agreed</u> Email / Fax / Letter
<u>3.1.2</u>	<u>As specified in section 1.10</u>	<u>Request Metering System Ids and associated information.</u>	<u>TAA</u>	<u>SMRA</u>	<u>Relevant information from HH Metering System Id, GSP Group, Registrant, MOA, HHDC and Measurement Class.</u>	<u>As agreed</u>
3.1.23	Within 10 WD of request in 3.1.1	Provide Half Hourly Metering System Ids and associated information.	CDCA or SMRA	BSCCo	Relevant information from HH Metering System Id, GSP Group, Registrant, MOA, HHDC and Measurement Class.	<u>As agreed</u> Agreed format
<u>3.1.4</u>	<u>Within 10 WD of request in 3.1.1</u>	<u>Provide Half Hourly Metering System Ids and associated information.</u>	<u>SMRA</u>	<u>TAA</u>	<u>Relevant information from HH Metering System Id, GSP Group, Registrant, MOA, HHDC and Measurement Class.</u>	<u>As agreed</u>
3.1.35	Upon receipt of data in 3.1.23	Extract the required information relating to each Metering System Id (Measurement Class Id C) from the lists and provide the TAA with the data.	BSCCo	TAA	Lists of HH Metering System Ids and associated Registrant and MOA.	<u>As agreed</u> Agreed format

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1.46	Within 10 WD of receipt of data in 3.1.4 and 3.1.53	Randomly select 10% more Metering Systems than will be inspected for the forthcoming Quarter, as agreed by the BSCCo.	TAA		Lists of HH Metering System Ids and associated Registrant and MOA.	Internal process
3.1.57	On completion of 3.1.46 and at least 20 WD prior to the Inspection Visit	Request information.	TAA	MOA <u>CDCA</u> Registrant ¹ (as necessary)	Meter Technical Details Additional Metering Equipment Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / Fax / Letter
3.1.6	On completion of 3.1.4 and at least 20 WD prior to the Inspection Visit	Request information.	TAA	HHDC or CDCA	Meter Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / Fax / Letter
3.1.78	Within 10 WD of receipt of TAA request in 3.1.57 as necessary	Provide information (as necessary).	Registrant	TAA	Meter Technical Details. Additional Metering Equipment Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / Fax / Letter

¹ It is the responsibility of the Registrant to provide the requested information to the TAA. However, the MOA can provide the information at the request of the Registrant.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1. 89	Where CVA: Within 10 WD of receipt of TAA request in 3.1. 75 Where SVA: On the day of the Inspection Visit or within 10 WD of receipt of TAA request in 3.1. 75	Provide Information.	MOA	TAA	Meter Technical Details. Additional Metering Equipment Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / Fax / Letter (CVA) As Agreed (SVA)
3.1. 910	Within 10 WD of receipt of TAA request in 3.1. 67	Provide information.	HHDC or CDCA	TAA	Meter Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / Fax / Letter
3.1. 1011	Upon receipt of data requested in 3.1. 5 and 3.1. 67	Finalise sample of HH Metering System to avoid bias towards any one party or type of Metering Equipment and derive inspection schedule. Collate information required for the inspection. Proceed to Section 3.5 (Inspection Visit).	TAA			Internal process

3.2 Specific Sample Selection Process – SVA Only

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2.1	At PAB meeting	Agree and notify BSCCo of Specific Sample.	PAB	BSCCo	Number and type of each Metering System to form Specific Sample.	Report / Letter
3.2.2	Within 10 WD of decision at 3.2.1	Request information from each Registrant, MOA and LDSO for all relevant Specific Sample Metering Systems registered in SMRSs.	BSCCo TAA	Registrant, MOA and LDSO	Information about Specific Sample Metering Systems as requested.	Email / Fax / Letter As agreed
3.2.3	Within 20 WD of receipt of request at 3.2.2	Provide information on all Specific Sample Metering Systems as requested.	Registrant, MOA and LDSO	BSCCo TAA	Information about Specific Sample Metering Systems as requested.	Email / Fax / Letter As agreed
3.2.4	Within 5 WD of receipt of information in 3.2.3	Supply information to TAA.	BSCCo	TAA	Information for each Registrants' Specific Sample Metering Systems registered in SMRSs.	Email / Fax / Letter
3.2.54	Upon receipt of information from BSCCo	Randomly select the agreed number of each type of Metering System which comprises the agreed Specific Sample group.	TAA		Select sample as instructed by BSCCo.	Internal process
3.2.65	At least 20 WD prior to the Inspection Visit	Request information.	TAA	MOA Registrant (as necessary)	Meter Technical Details. Additional Metering Equipment Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / Fax / Letter As agreed
3.2.76	At least 20 WD prior to the Inspection Visit	Request information.	TAA	HHDC	Meter Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / Fax / Letter As agreed

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2. 87	Within 10 WD of receipt of request in 3.2. 65 as necessary	Provide information (as necessary).	Registrant	TAA	Meter Technical Details. Additional Metering Equipment Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / Fax / Letter As agreed
3.2. 98	On the day of the Inspection Visit or within 10 WD of receipt of TAA request in 3.2. 65	Provide information	MOA	TAA	Meter Technical Details. Additional Metering Equipment Technical Details BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only)	As agreed
3.2. 109	Within 10 WD of receipt of request in 3.2. 76	Provide information.	HHDC	TAA	Meter Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / Fax / Letter As agreed
3.2. 110	Prior to Inspection Visit	Collate information required for inspection. Proceed to Section 3.5.	TAA			Internal process

3.3 Determination of Metering Systems for Targeted Inspections

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.1	At any time	Provide information on SVA Half Hourly or CVA Metering Systems that may require a targeted inspection.	Market Participant, PAA, Panel, PAB or TAA BSCCo	BSCCo	Metering System with reasons and supporting evidence of suspected non-compliance.	Email/Fax/Letter Internal process <u>As agreed</u>
3.3.2	Within 5 WD of receipt of information in 3.3.1	Determine Metering System that requires a targeted inspection.	BSCCo		Suspected non-compliance.	Internal process
3.3.3	Within 1 WD of 3.3.2.	Instruct the TAA to carry out a targeted inspection and inform the TAA of the urgency.	BSCCo	TAA	Metering System and reason for targeted inspection.	Email/Fax/Letter <u>As agreed</u>
3.3.4	At least 20WD prior to the Inspection Visit	Request information.	TAA	MOA Registrant (as necessary)	Meter Technical Details Additional Metering Equipment Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only)..	Email/Fax/Letter <u>As agreed</u>
3.3.5	At least 20WD prior to the Inspection Visit	Request information.	TAA	HHDC or CDCA	Meter Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email/Fax/Letter <u>As agreed</u>

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.6	Within 10 WD of receipt of the request in 3.3.4 as necessary	Provide information (as necessary).	Registrants	TAA	Meter Technical Details. Additional Metering Equipment Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / fax / Letter <u>As agreed</u>
3.3.7	Where CVA: Within 10 WD of receipt of TAA request in 3.3.4 Where SVA: On the day of the Inspection Visit or within 10 WD of receipt of TAA request in 3.3.4	Provide information.	MOA	TAA	Meter Technical Details. Additional Metering Equipment Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / Fax / Letter (CVA) <u>As agreed (SVA)</u> <u>As agreed</u>
3.3.8	Within 10 WD of receipt of the request in 3.3.5	Provide information.	HHDC or CDCA	TAA	Meter Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / Fax / Letter <u>As agreed</u>
3.3.9	Prior to Inspection Visit	Collate information required for Inspection Visit and proceed to section 3.5.	TAA			Internal process

3.4 Selection of Metering Systems for Re-inspections

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.1	On a Quarterly basis	Identify Metering Systems that were found to be non-compliant and have since been notified as rectified. Randomly select Metering Systems in accordance with the percentage agreed by BSCCo.	TAA		Previous inspection history. Percentages as agreed by BSCCo.	Internal process
3.4.2	Within 2 WD of 3.4.1	Provide BSCCo with schedule of proposed re-inspections for authorisation.	TAA	BSCCo	Schedule of proposed re-inspections.	Email / Fax / Letter As agreed
3.4.3	Within 2 WD of 3.4.2	Analyse proposed schedule of re-inspections and either agree schedule or request amendments. Go back to 3.4.2 if required.	BSCCo	TAA	Schedule of proposed re-inspections.	Email / Fax / Letter As agreed
3.4.4	At least 20WD prior to the Inspection Visit	Request information.	TAA	MOA Registrant (as necessary)	Meter Technical Details. Additional Metering Equipment Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / Fax / Letter As agreed
3.4.5	At least 20WD prior to the Inspection Visit	Request information.	TAA	HHDC or CDCA	Meter Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / Fax / Letter As agreed

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.6	Within 10 WD of receipt of request at 3.4.4 as necessary	Provide information (as necessary).	Registrant	TAA	Meter Technical Details. Additional Metering Equipment Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / Fax / Letter <u>As agreed</u>
3.4.7	Where CVA: Within 10 WD of receipt of TAA request in 3.4.4 Where SVA: On the day of the Inspection Visit or within 10 WD of receipt of TAA request in 3.4.4	Provide information.	MOA	TAA	Meter Technical Details. Additional Metering Equipment Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / Fax / Letter (CVA) <u>As agreed (SVA) As agreed</u>
3.4.8	Within 10 WD of receipt of request at 3.4.5	Provide information.	HHDC or CDCA	TAA	Meter Technical Details. BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).	Email / Fax / Letter <u>As agreed</u>
3.4.9	Prior to Inspection Visit	Collate information for Inspection Visit and proceed to Section 3.5.	TAA			Internal process

3.5 Inspection Visit

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.5.1	At least 20 WD prior to an Inspection Visit	Notify Registrant, LDSO and MOA of HH Metering System identified for Inspection Visit.	TAA	Registrant, LDSO and MOA	Date, time and Metering System to be inspected. (as detailed in Appendix 4.5.1 - BSCP27/01)	<u>Email/Fax/Letter</u> As agreed
3.5.2	Within 10 WD of receipt of notification in 3.5.1.	Arrange for access to Metering System for the purposes of an Inspection Visit.	Registrant	MOA, Customer, and if necessary LDSO	Date, time and Metering System to be inspected.	As agreed
3.5.3	At least 5WD prior to an Inspection Visit	Notify the TAA and MOA of acceptance of impending Inspection Visit and those parties attending.	Registrant	TAA MOA	Acceptance of terms and required attendees of an impending Inspection Visit. (as detailed in Appendix 4.5.2 - BSCP27/02).	As agreed
<u>3.5.4</u>	<u>At least 5WD prior to an Inspection Visit</u>	<u>Registrant, LDSO, MOA to provide required information to the TAA for the purposes of the Inspection Visit.</u>	<u>Registrant</u> <u>MOA</u> <u>LDSO</u>	<u>TAA</u>	<u>Meter Technical Details.</u> <u>Additional Metering Equipment Technical Details.</u> <u>BSCP514/8.4.8a Complex Site Supplementary Information Form, where applicable (SVA only).</u>	<u>As agreed</u>
<u>3.5.4</u> <u>5</u>	On the day of the Inspection Visit	TAA performs Inspection Visit with MOA in attendance.	TAA and MOA			

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.5.5 <u>6</u>	On completion of Inspection Visit <u>Within 2 WD of completion of the Inspection Visit</u>	TAA produces Inspection Visit findings and determines Metering System compliance. At same time as steps in 3.5.6 also proceed to 3.5.7. <u>If a category 1 or 2 non compliance identified, initiate process 3.6.</u> <u>If an observation is identified – notify the relevant parties</u> <u>If Inspection Visit is identified as compliant – notify the relevant parties.</u>	TAA MOA	<u>Registrant and MOA, HHDC, LDSO (or Transmission Company) if appropriate</u>	Completed and signed Inspection Schedule (Appendix 4.5.3– BSCP27/03.)	<u>As agreed</u>
3.5.6	Within 2 WD of completion of the Inspection Visit	a) If an Inspection Visit has revealed a non-compliance that is currently affecting or has the potential to affect the quality of metered data entering Settlement (category 1 or 2 non-compliance); initiate process in Section 3.6, “Category 1 or 2 Non-Compliance”. b) If an Inspection Visit has revealed a non-compliance that is not currently affecting Settlement nor has the potential to affect Settlement then the TAA records the non-compliance as an observation and reports this to the relevant parties.	TAA TAA	 Registrant, MOA and if appropriate LDSO	Appendix 4.5.3– BSCP27/03.	Email / Fax / Letter
		e) If an Inspection Visit shows a Metering System to be compliant notify the relevant parties of compliance, subject to the results of the Consumption Data Comparison Check.	TAA	Registrant or MOA and if appropriate LDSO	Appendix 4.5.3– BSCP27/03.	Email / Fax / Letter
3.5.7	Within 2 WD of completion of Inspection Visit	Request current actual consumption data held by the CDCA or HHDC for the same period as recorded during the Inspection Visit.	TAA	CDCA or HHDC	Current actual consumption data held by the CDCA or HHDC for the same HH period.	Email / Fax / Letter <u>As agreed</u>
3.5.8	Within 5 WD of receipt of request	Provide HH data requested in 3.5.7.	CDCA or HHDC	TAA	HH data.	Email / Fax / Letter <u>As agreed</u>

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.5.9	Within 2 WD of receipt of 3.5.8	<p>TAA performs Consumption Data Comparison Check and produces Inspection Schedule.</p> <p><u>If a category 1 or 2 non compliance identified, initiate process 3.6.</u></p> <p><u>If an observation is identified – notify the relevant parties</u> <u>If Inspection Visit is identified as compliant – notify the relevant parties.</u></p> <p>a) If the Consumption Data Comparison Check has revealed a non-compliance that is currently affecting or has the potential to affect the quality of data entering Settlement (category 1 or 2 non-compliance); proceed to Section 3.6, “Category 1 or 2 Non-Compliance”.</p> <p>b) If the Consumption Data Comparison Check has revealed a non-compliance that is not currently affecting Settlement nor has the potential to affect Settlement then the TAA records the non-compliance as an observation and reports this to the relevant parties.</p> <p>e) If the Consumption Data Comparison Check confirms that the correct data has entered Settlement notify the relevant parties of compliance.</p>	TAA	<u>Registrant and MOA, HHDC, LDSO (or Transmission Company) if appropriate</u>	Completed <u>and signed</u> Inspection Schedule (Appendix 4.5.4 – BSCP27/04).	<u>As agreed</u>
			TAA			
			TAA	Registrant, MOA (if appropriate) and HHDC or CDCA	Appendix 4.5.4 – BSCP27/04.	Email / Fax / Letter
			TAA	Registrant, MOA (if appropriate) and HHDC or CDCA	Appendix 4.5.4 – BSCP27/04.	Email / Fax / Letter

3.6 Category 1 or 2 Non-Compliance

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.6.1	Within 2WD of an Inspection Visit (3.5.6a)	<p>a) Notify the Registrant, MOA, and HHDC/CDCA LDSO and Transmission Company as relevant of non-compliance. Notify LDSO where appropriate.</p> <p>If the visit was a targeted visit notify BSCCo.</p>	TAA	Registrant, MOA, and HHDC, CDCA, LDSO or Transmission Company if appropriate; BSCCo (for targeted visit only)	Specific details of category 1 or 2 non-compliance (Completed and signed Inspection Schedule Appendix 4.5.3–BSCP27/03).	Email / Fax / Letter As agreed
3.6.2	or w Within 2WD of performing Consumption Data Comparison Check (3.5.9a)	<p>b) Notify the Registrant, and CDCA/HHDC of non-compliance. If appropriate relevant notify the MOA.</p> <p>If the visit was a targeted visit notify BSCCo.</p>	TAA	Registrant, and HHDC/CDCA ; MOA (if appropriate); BSCCo (for targeted visit only)	Specific details of category 1 or 2 non-compliance (Completed and signed Inspection Schedule Appendix 4.5.4–BSCP27/04).	Email / Fax / Letter As agreed

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.6.32	Within 1WD of receiving notification in 3.6.1.	Inform the TAA that a non-compliance notification has been received.	Registrant	TAA	Acknowledgement.	Email / Fax / Letter <u>As agreed</u>
3.6.34	Within 10WD of receiving non-compliance notification in 3.6.1- e <u>Or following 3.6.56, 3.6.7b8, 3.7.2a or 3.7.4a3</u>	a) Where the Registrant, MOA, or HHDC, /CDCA, <u>LDSO or Transmission Company</u> agrees that metering defects are non-compliant; provide a rectification plan to the TAA or rectify the Metering System defects ² and inform the TAA of action taken. Proceed to Section 3.6.7. b) Where the Registrant or MOA disagrees the non-compliances raised; inform the TAA and follow the appeal process set out in 3.7.	Registrant, MOA, or HHDC, /CDCA, <u>LDSO or Transmission Company</u> <u>Registrant, MOA</u>	TAA <u>TAA</u>	Details of the Rectification action taken, or a rectification plan (Appendix 4.5.5 - BSCP27/05). <u>Non-compliance appealed and reason for disagreement</u>	Email / Fax / Letter <u>Email / Fax / Letter</u>
		b) Where the Registrant or MOA disagrees the non-compliances raised; inform the TAA and follow the appeal process set out in 3.7.	Registrant MOA	TAA	Non-compliance appealed and reason for disagreement.	Email / Fax / Letter
3.6.45	On 11 th WD after notifying a Registrant of non-compliance	Where an appeal has <i>not</i> been received, and no rectification details or plan are received from the Registrant MOA, or HHDC/CDCA, send a reminder notification to the Registrant, MOA, and HHDC/CDCA, requesting a rectification plan or details of the rectification action taken.	TAA	Registrant, MOA or HHDC/CDCA	Details of non-compliance.	Email / Fax / Letter
3.6.56	Within 1WD of receiving notification in Ref. 3.6.45	Inform the TAA that a reminder notification has been received and proceed to 3.6.3.	Registrant, MOA and HHDC/CDCA	TAA	Acknowledgement of reminder notification.	Email / Fax / Letter <u>As agreed</u>

² It should be noted that it is the responsibility of the Registrant to progress any non-compliances associated with a Settlement Metering System. However, the MOA can progress the rectification of a non-compliance at the request of the Registrant and will follow the actions of the Registrant detailed in this process.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.6.67	Within 3WD of 3.6.46	Where no rectification plan or details of the rectification action taken are received, escalate the Registrant, MOA, and HHDC/CDCA. Report to BSCCo. Inform the Registrant, MOA, and HHDC/CDCA that they have failed to provide adequate rectification details and will be reported to BSCCo.	TAA TAA	BSCCo Registrant, MOA or HHDC/CDCA		Email / Fax / Letter
3.6.78	Within 2WD of 3.6.3a-4a or following 3.6.8a9a	Analyse the Information provided. <u>a) Where the Registrant, MOA or HHDC/CDCA has provided adequate information to show rectification action is complete close the non-compliance and notify the Registrant and MOA and HHDC/CDCA. Process ends.</u> <u>b) Where the Registrant, MOA or HHDC/CDCA does not provide: adequate information to show rectification action is complete; or a complete rectification plan; notify the Registrant and , MOA, and HHDC/CDCA with the reasons and proceed to 3.6.3.</u> <u>c) Where the Registrant, MOA or HHDC/CDCA provides an adequate rectification plan, notify the Registrant and MOA and HHDC/CDCA that the plan is satisfactory.</u>	TAA	<u>Registrant, MOA and HHDC/CDCA ; and LDSO (if appropriate)</u> <u>Registrant, MOA and HHDC/CDCA ; and LDSO (if appropriate)</u> <u>Registrant, MOA and HHDC/CDCA ; and LDSO (if appropriate)</u>	<u>Rectification plan.</u>	Internal process <u>As agreed</u> <u>As agreed</u> <u>As agreed</u>

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
		<p>a) Where the Registrant, MOA or HHDC/CDCA has provided adequate information to show rectification action is complete close the non-compliance and notify the Registrant and MOA and HHDC/CDCA. Process ends.</p> <p>b) Where the Registrant, MOA or HHDC/CDCA does not provide adequate information to show rectification action is complete; or a complete rectification plan; notify the Registrant and , MOA, and HHDC/CDCA with the reasons and proceed to 3.6.3.</p> <p>e) Where the Registrant, MOA or HHDC/CDCA provides an adequate rectification plan, notify the Registrant and MOA and HHDC/CDCA that the plan is satisfactory.</p>	TAA	Registrant, MOA and HHDC/CDCA ; and LDSO (if appropriate)		Email / Fax /Letter
			TAA	Registrant, MOA and HHDC/CDCA		Email / Fax /Letter
			TAA	Registrant, MOA and HHDC/CDCA	Rectification plan.	Email / Fax /Letter
3.6.89	As appropriate for the milestones in the rectification plan	<p>Monitor completion of milestones in the rectification plan.</p> <p>Analyse the information required.</p> <p><u>a) Where the milestones have been met provide confirmation to the Registrant, MOA, HHDC/CDCA, and BSCCo.</u> <u>If the final milestone has been met proceed to 3.6.8a.</u></p> <p><u>b) Where the milestones have not been met or no information is received regarding the completion of milestones from the Registrant, MOA or HHDC/CDCA Report to BSCCo.</u></p> <p><u>Notify the Registrant and MOA, and HHDC/CDCA that they have failed to meet the timescales of the rectification plan and will be reported to BSCCo.</u></p>	TAA	<p>Registrant, MOA, HHDC/CDCA and BSCCo</p> <p>BSCCo</p> <p>Registrant, MOA, HHDC/CDCA</p>		<p>Internal process</p> <p><u>As agreed</u></p> <p><u>Email / Fax /Letter</u></p> <p><u>Email / Fax /Letter</u></p>

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
		<p>a) Where the milestones have been met provide confirmation to the Registrant, MOA, HHDC/CDCA, and BSCCo.</p> <p>If the final milestone has been met proceed to 3.6.7a.</p>	TAA	Registrant, MOA, HHDC/CDCA, and BSCCo		Email / Fax / Letter
		<p>b) Where the milestones have not been met or no information is received regarding the completion of milestones from the Registrant, MOA or HHDC/CDCA Report to BSCCo.</p>	TAA	BSCCo		Email / Fax / Letter
		<p>Notify the Registrant and MOA, and HHDC/CDCA that they have failed to meet the timescales of the rectification plan and will be reported to BSCCo.</p>	TAA	Registrant and MOA, and HHDC/CDCA		

3.7 Appeal Process

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.7.1	Within 5WD of receipt of appeal details at 3.6.3b4b.	<p>TAA considers the grounds for the appeal.</p> <p><u>a) Decide that the appeal is valid and withdraw the non-compliance. Notify the Registrant and/or MOA of the decision and that the issue is now closed. Process ends.</u></p> <p><u>b) Decide that the appeal is not valid and inform the Registrant and MOA that the non-compliance will be upheld.</u></p> <p>a) Decide that the appeal is valid and withdraw the non-compliance. Notify the Registrant and/or MOA of the decision and that the issue is now closed. Process ends.</p> <p>b) Decide that the appeal is not valid and inform the Registrant and MOA that the non-compliance will be upheld.</p>	<p>TAA</p> <p>TAA</p> <p>TAA</p>	 <p><u>Registrant or MOA</u></p> <p><u>Registrant or MOA</u></p> <p>Registrant, MOA and LDSO (if appropriate)</p> <p>Registrant and MOA</p>	<p>Reasons why the non-compliance has been appealed</p> <p><u>Details of why the non-compliance has been removed</u></p> <p><u>Details of why non-compliance is still valid</u></p> <p>Details of why the non-compliance has been removed.</p> <p>Details of why non-compliance is still valid.</p>	<p>Internal process</p> <p><u>Email / Fax / Letter</u></p> <p><u>Email / Fax / Letter</u></p> <p><u>Email / Fax / Letter</u></p> <p><u>Email / Fax / Letter</u></p>
3.7.2	Within 5WD of receiving notification in section 3.7.1b	<p>Registrant or MOA considers appeal decision.</p> <p><u>a) If Registrant or MOA accept decision: inform TAA and proceed to 4.6.4a.</u></p> <p><u>b) If Registrant or MOA still disagree with the non-compliance acknowledge receipt of decision and notify TAA of further appeal. Notify BSCCo of the appeal</u></p> <p>a) If Registrant or MOA accept decision; inform TAA and proceed to 3.6.3a.</p>	<p>-Registrant or MOA</p> <p>Registrant or MOA</p>	 <p><u>TAA</u></p> <p><u>TAA</u></p> <p><u>BSCCo</u></p> <p><u>TAA</u></p>	<p>Reasons why the non-compliance has been upheld.</p> <p><u>Acknowledgement of receipt of appeal decision and further appeal.</u></p>	<p><u>Email / Fax / Letter</u></p> <p><u>Email / Fax / Letter</u></p> <p><u>Email / Fax / Letter</u></p>

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
		b) If Registrant or MOA still disagree with the non-compliance acknowledge receipt of decision and notify TAA of further appeal. Notify BSCCo of the appeal.	Registrant or MOA	TAA BSCCo	Acknowledgement of receipt of appeal decision and further appeal. Reasons why the non-compliance has been re-appealed by the Registrant and/or MOA.	Email / Fax / Letter
3.7.3	Within 20 WD of receipt of the appeal at 3.7.2b	BSCCo considers the grounds for the appeal. <u>a) Decide that the appeal is valid and withdraw the non-compliance. Notify the relevant parties of the decision and that the issue is now closed. Process ends.</u> <u>(b) Decide that the appeal is not valid and inform the relevant parties that the non-compliance will be upheld.</u>	BSCCo	<u>Registrant, MOA and LDSO (if appropriate); TAA</u> <u>Registrant, MOA and LDSO (if appropriate); TAA</u>	Details of why the non-compliance has been appealed. <u>Details of why the non-compliance has been removed.</u> <u>Details of why non-compliance is still valid.</u>	Internal process <u>Email / Fax / Letter</u> <u>Email / Fax / Letter</u>
		a) Decide that the appeal is valid and withdraw the non-compliance. Notify the relevant parties of the decision and that the issue is now closed. Process ends.	BSCCo	Registrant, MOA and LDSO (if appropriate); TAA	Details of why the non-compliance has been removed.	Email / Fax / Letter
		(b) Decide that the appeal is not valid and inform the relevant parties that the non-compliance will be upheld.	BSCCo	Registrant and MOA; TAA	Details of why non-compliance is still valid.	Email / Fax / Letter
3.7.4	Within 5 WD of receiving	Registrant or MOA considers appeal decision.	Registrant or MOA		Reasons why the non-compliance has been	

³ The Panel may delegate this to the PAB.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
	notification in 3.7.3-b	<p><u>a) If Registrant or MOA accept decision; inform BSCCo and TAA. Proceed to 3.6.3a.</u></p> <p><u>b) If Registrant or MOA still disagree with the non-compliance acknowledge receipt of decision. Notify BSCCo that they wish to present appeal to the Panel³.</u></p> <p><u>The Registrant or MOA may request attendance at the next PAB/Panel meeting.</u></p>		<p><u>TAA</u> <u>BSCCo</u></p> <p><u>BSCCo</u></p>	<p>upheld.</p> <p><u>Acknowledgement of receipt of appeal decision.</u></p> <p><u>Reasons why the non-compliance has been appealed.</u></p>	<p><u>Email / Fax / Letter</u></p> <p><u>Email / Fax / Letter</u></p>
		<p>a) If Registrant or MOA accept decision; inform BSCCo and TAA. Proceed to 3.6.3a.</p> <p>b) If Registrant or MOA still disagree with the non-compliance acknowledge receipt of decision. Notify BSCCo that they wish to present appeal to the Panel.⁴</p> <p>The Registrant or MOA may request attendance at the next PAB/Panel meeting.</p>	<p>Registrant or MOA</p> <p>Registrant or MOA</p>	<p>TAA BSCCo</p> <p>BSCCo</p>	<p>Acknowledgement of receipt of appeal decision.</p> <p>Reasons why the non-compliance has been appealed.</p>	<p>Email / Fax / Letter</p> <p>Email / Fax / Letter</p>
3.7.5	Within 1WD of receipt of the appeal details in 3.7.4-b	Notify the TAA of appeal to Panel.	BSCCo	TAA	Reasons why the non-compliance has been appealed.	Email / Fax / Letter <u>As agreed</u>
3.7.6	At next appropriate meeting of the PAB or Panel	BSCCo reports the appeal details to the Panel for decision.	BSCCo	PAB / Panel	Details of non-compliance and details of why the non-compliance has been appealed by the Registrant or MOA	<u>PAB or Panel</u> Paper

⁴ The Panel may delegate this to the PAB.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.7.7	At PAB or Panel meeting	<p>Panel considers the grounds of the appeal and decides whether to uphold or -withdraw the non-compliance.</p> <p><u>(a) PAB/Panel decides that the appeal is valid and informs the relevant parties to withdraw the non-compliance. Process ends.</u></p> <p><u>(b) PAB/Panel decides that the appeal is not valid and informs the relevant parties to continue with the non-compliance procedure. Proceed to 3.6.3a.</u></p>	<p>PAB / Panel</p> <p><u>PAB / Panel via BSCCo</u></p> <p><u>PAB / Panel via BSCCo</u></p>	<p>Registrant, MOA and LDSO (if appropriate); TAA</p> <p>Registrant and MOA; TAA</p>	<p>Report from the TAA and BSCCo.</p> <p><u>The PAB / Panel's decision and reasons why the appeal has been accepted.</u></p> <p><u>The PAB / Panel's decision and reasons why the appeal has not been accepted.</u></p>	<p><u>Email / Fax / Letter</u></p> <p><u>Email / Fax / Letter</u></p>
		<p>(a) PAB/Panel decides that the appeal is valid and informs the relevant parties to withdraw the non-compliance. Process ends.</p> <p>(b) PAB/Panel decides that the appeal is not valid and informs the relevant parties to continue with the non-compliance procedure. Proceed to 3.6.3a.</p>	<p>PAB / Panel via BSCCo</p> <p>PAB / Panel via BSCCo</p>	<p>Registrant, MOA and LDSO (if appropriate); TAA</p> <p>Registrant and MOA; TAA</p>	<p>The PAB / Panel's decision and reasons why the appeal has been accepted.</p> <p>The PAB / Panel's decision and reasons why the appeal has not been accepted.</p>	<p>Email / Fax / Letter</p> <p>Email / Fax / Letter</p>

3.8 Reporting

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.8.1	Monthly	Provide BSCCo with a report of the results of all Inspection Visits completed in the previous month and details of all outstanding non-compliances.	TAA	BSCCo		Agreed format <u>As agreed</u>
3.8.2	On or before PAB or Panel paper day	Provide the PAB or Panel with details of Inspection Visits completed by the TAA in the previous month and details of all outstanding non-compliances.	BSCCo	SVA—PAB CVA— Panel <u>PAB</u>		Report
3.8.3	At the PAB or Panel meeting	Determine what action, if any, needs to be taken in respect of a non-compliant Registrant. The PAB or Panel may also choose to initiate the Removal of Qualification Process for a MOA.	SVA—PAB CVA— Panel <u>PAB</u>		Details of Inspection Visits completed by the TAA in the previous month and details of all outstanding non-compliances.	Removal of Qualification Process is defined in BSCP537.

4 Appendices

4.1 Description of Inspection Checks

This appendix describes the tests & checks that may be required to be carried out by the TAA as part of an Inspection Visit, as determined by the PAB. This is not an exhaustive list.

4.1.1 Measurement Transformer Specification (where appropriate)

Where possible check the:

- (a) Ratio, class, rated burden and polarity from the labels physically attached to the measurement transformers and/or the identification plates attached to switchgear or other enclosures containing measurement transformers (in practice this will not always be practical for safety reasons). And
- (b) Test records/certificates detailing specific measured errors held by the LDSO, or asset-equipment owner, associated with the measurement transformers on site or from agreed Generic CT/VT certificates (SVA) in the case of CTs and VTs.

4.1.2 Meter Technical Details

Check to ensure that the actual Meter Technical Details conform to those recorded in Settlement Systems using:

- (a) Information provided by the CDCA (CVA), Registrant (SVA) or Party Agent in accordance with Section 1.14 of this BSCP, including any measurement transformer error offsets & commissioning details.
- (b) Information supplied to the CDCA, HHDC and MOA Half Hourly Data Collector.

(This may require a remote/local interrogation of data for comparison purposes).

4.1.3 Accuracy

[NO CHANGE PROPOSED TO THIS SECTION]

4.1.4 Correct Energy Measurement Check

[NO CHANGE PROPOSED TO THIS SECTION]

4.1.5 Consumption Data Comparison Check

[NO CHANGE PROPOSED TO THIS SECTION]

4.1.6 Code of Practice Compliance

[NO CHANGE PROPOSED TO THIS SECTION]

4.1.7 Quality of Installation

[NO CHANGE PROPOSED TO THIS SECTION]

4.1.8

The TAA will perform an estimated metered error calculation to be included in the Annual Report to the PAB to provide an indication of the impact on settlements, in particular the impact that category 1 non-compliances may be having.~~Estimating Metered Error and Material Settlement Error for Category 1 Non-Compliances~~

~~A Metering System may be recording energy incorrectly due to non-compliance. However this metered error may not be passed into Settlement due to validation and estimation activities undertaken as part of normal Settlement processes. This approach is focused on identifying the potential metered error in kWh and making the distinction with a materiality impact that could result from non-compliance.~~

~~The basis of this derivation is that if a non-compliance can be quantified, even in an indicative manner, it will provide the PAB with an enhanced insight into the magnitude of the issue. The basis of the approach is as follows:~~

- ~~1. Identify the applicable CoP against which the non-compliance has been identified e.g. CoP 1.~~
- ~~2. Select a value at the mid-point of the range dictated by the specific CoP.~~
- ~~3. Identify the likely Load factor to be applied. It is recognised that in many cases this will be dependent on the nature of the customers operation, but an average value will suffice.~~
- ~~4. Estimate the materiality of the non-compliance in terms of absolute kWh or a percentage value, e.g. the Meter records 33% of actual energy consumed or the Meter has under recorded by 150,000 kWh in 3 months.~~
- ~~5. Derive the potential Materiality for a year, based on 8760 hours in a year.~~

~~This is best illustrated as follows;~~

~~If a Meter with a non-compliance against it was:~~

- ~~• a CoP 3 Meter (1MW to 10MW), implies using 5.5 MW as mid-point of range;~~
- ~~• resulted in an estimated error of +30%;~~
- ~~• an assumed average Load Factor of 50%.~~

~~The derivation of potential Materiality for a year would then be as follows:~~

- ~~• $5.5 \text{ MW} \times 30\% \text{ error} \times 50\% \text{ LF} \times 8760 \text{ hours} = 7,227 \text{ MWh}$~~

~~For a CoP 1 Meter over 100 MVA a value of 200MW should be used.~~

4.2 Not Used

4.3 Provision of Measurement Transformer Certificates for Metering Equipment

4.3.1 Objective

[NO CHANGE PROPOSED TO THIS SECTION]

4.3.2 Ownership

[NO CHANGE PROPOSED TO THIS SECTION]

4.3.3 Responsibilities

[NO CHANGE PROPOSED TO THIS SECTION]

4.3.4 Procedures for CoP1,CoP2, S1 and S2

[NO CHANGE PROPOSED TO THIS SECTION]

4.3.5 Procedures for CoP3, CoP5, S3 and S5

The MOA should obtain the necessary measurement transformer error certificates from the Equipment Owner. This should be provided within 10 WD of the request.⁵

~~Where the LV CTs are of accuracy class 0.5 or below the TAA will not require the MOA to obtain the CT certificates and the error shall be deemed that of the accuracy class in both directions for the purpose of establishing the overall error.~~

If the necessary error certificates are not readily available the Equipment Owner must provide the MOA, (still within the 10 WD of the request), with one of the following:

- Copies of the original certificates
- A generic certificate.

A generic certificate needs to be approved by the Panel. In order to approve a generic certificate, the Panel requires evidence that the statistical analysis method used is robust. The statistical analysis needs to be specific to ratio, make, rating, class and type.

When carrying out an audit the TAA will ask the MOA for the measurement transformer error certificates. The MOA will provide to the TAA, the information provided ~~to him~~ by the LDSO.

4.4 Details of Forms for use in Technical Assurance

⁵ Where the LV CTs are of accuracy class 0.5 or below the TAA will not require the MOA to obtain the CT certificates and the error shall be deemed that of the accuracy class in both directions for the purpose of establishing the overall error.

For the purposes of Technical Assurance the following forms can be utilised. However all exchange of information required⁶ is encouraged through the use of the electronic online tool, as provided by the TAA will be utilised:

BSCP27/01 - Notification of an Inspection Visit.

BSCP27/02 - Confirmation of Attendance at Technical Assurance Inspection Visit.

BSCP27/03 – ~~No longer used~~~~Inspection Schedule for Half Hourly Metering Systems – Part 1~~

BSCP27/04 – ~~No longer used~~~~Inspection Schedule for Half Hourly Metering Systems – Part 2~~

BSCP27/05 - Rectification Plan.

4.4.1 Notice of Inspection Visit – BSCP27/01

[NO CHANGE PROPOSED TO THIS SECTION]

4.4.2 Confirmation of Attendance – BSCP27/02

[NO CHANGE PROPOSED TO THIS SECTION]

4.4.3 Inspection Schedule for Half Hourly Metering Systems – Part 1 – BSCP27/03

~~No longer used~~~~The inspection schedule is used by the TAA to record details of the Inspection Visit on Site.~~

4.4.4 Inspection Schedule for Half Hourly Metering Systems – Part 2 – BSCP27/04

~~No longer used~~~~The inspection schedule is used by the TAA to record details of the Consumption Data Comparison Check.~~

4.4.5 Rectification Plan – BSCP27/05

[NO CHANGE PROPOSED TO THIS SECTION]

4.5 Forms

~~Copies~~Details of all forms follow below in section 4.5.1.

All forms must contain the information stipulated.

⁶ The TAA is able to request any additional information in relation to any Metering System, and is not restricted to the Metering Systems which are being physically audited.

4.5.1 **BSCP27/01 - Notification of Inspection Visit SVA / CVA** ~~—————~~ **BSCP27/01**

The form must contain the following data items:

Contact Details:

- To
- From
- Email address

Date

Number of Pages (only if Faxing)

List of planned Inspection Visits with the following details:

- Date
- Time
- MSID
- Visit Ref
- Site Name / Address
- Attendees

Details that the Registrant must send or facilitate sending prior to the Inspection Visit:

- Meter Test Certificates for all listed MSIDs
- Test Certificates for all Measurement Transformers for all listed MSIDs
- Commissioning documentation
- Compensation calculations (including Transformer Losses, etc), on a circuit by circuit basis
- Metering Equipment Alarm reporting procedure
- And all other reasonable requests made by the TAA

The TAA must stipulate which areas it will require access to, e.g. Metering Equipment Room, Central Control Room, Gen Alternator Pit, Gen VT Chamber, CT / VT's, substations (this list is not exhaustive).

To: _____ **Tel:** _____

From: **Technical Assurance Agent** _____

Date: _____ **E-mail:** _____

Time: _____ **No of Pages:** _____

Dear

~~Please find detailed below planned Inspection Visits to sites for which you are the Registrant.~~

Date	Time	Metering System Id/MSID	Visit Ref	Site Name / Address	Attendees

~~I should be grateful if you would arrange for the following to be sent to the TAA within 5WD prior to the visit:~~

- ~~• A copy of the Meter test certificates associated with the Metering Systems identified above;~~
- ~~• A copy of the test certificates for all measurements transformers (including notification of ratios and compensation applied factors supplied by the relevant Licensed Distribution System Operator) associated with the above Metering Systems; and~~
- ~~• Commissioning documentation, to be supplied during the visit or sent to me prior to the above visit date.~~

~~In accordance with BSCP27 (Technical Assurance of Half Hourly Metering Systems for Settlement Purposes), please complete the attached form and return it to me at least five Working Days prior to the Inspection Visit(s).~~

~~It should be noted that BSCP27 also requires the Meter Operator Agent's attendance at an Inspection Visit.~~

~~Regards~~

~~Technical Assurance Agent~~

Notification of Inspection Visit SVA / CVA Continued ————— BSCP27/01

The purpose of this Site visit is to audit the Metering System used for Settlement Purposes. In addition to the documentation listed below, access will be required to the following areas:-

Generation Metering

Access Required to	Information Required
Metering Equipment Room	Metering Equipment details
Central Control Room	Metering Alarm(s)
Gen Alternator Pit (where outages permit)	CT nameplates
Gen VT Chamber (where outages permit)*	VT nameplates
Gen Metering VT Fuse Distribution Box	VT fuse segregation and Sealing
Switchgear Rooms associated with Station Transformer and Gas Turbine Measurement Transformers and fusing	

* ——— Where the Metering Point is on the HV side of the Generator Transformer, access will be required to ——— the HV Compound/Sub Station.

Demand Metering

Access Required to	Information Required
Sub Station Compound	VT/CT Marshalling Boxes
Metering Equipment Room	Metering Equipment Panels

Documentation

Measurement Transformers

Metering CT & VT Test Certificates, on a circuit by circuit basis.

Settlement Meters

Test Certificates, for all circuits

Compensation calculations (including Transformer Losses, etc), on a circuit by circuit basis.

Fault Procedure

Metering Equipment Alarm reporting procedure.

4.5.2 BSCP27/02 - Confirmation of Attendance at Technical Assurance Visit

~~BSCP27/02~~

The form must contain the following data items:

Contact Details:

- To
- From
- Email address

Date

Number of Pages (only if Faxing)

Written confirmation of Attendance at the TAA visit

Contact details for the site (per MSID):

- MSID
- Contact
- Company
- Telephone Number
- TAA visit Reference

Attending Parties:

- Meter Operator Agent Contact
- Registrant Contact
- LDSO Contact
- Customer Contact

~~To:—~~ Technical Assurance Agent

~~Fax:~~

~~Tel:~~

~~From:—~~

Confirmation of Attendance

~~I confirm receipt of your notification and shall ensure that the necessary arrangements will be made to enable the Inspection Visit to be carried out.~~

~~The contact for the above site visit will be:~~

~~(Please complete a separate form for each visit)~~

~~_____~~

Metering System:

Contact:

Company:	
Tel (Mobile/Pager):	
TAA Visit Reference:	

Attending Parties:	
Meter Operator Agent	
Registrant	
Distribution System Operator	
Customer	

Signed: _____ on behalf of the Registrant

Date: _____

4.5.3 **BSCP27/03 - Not used Inspection Schedule for Half Hourly Metering Systems – Part 1** **BSCP27/03**

Site Name:			
MSID no:		Registrant:	
MOA:		Code of Practice:	
DC			
Category 1. — Checks — Currently Affecting The Quality of Data Entering Settlement			
1.01 — Standing Data Consistency (Inc. Outstation Personality)		PENDING/COMPLIANT/NON-COMPLIANT	
		TO BE RECTIFIED BY	
		MOA/LDSO/TAA/Registrant	
1.02 — Metering Equipment Correct and Satisfactory⁷ Operation		PENDING/COMPLIANT/NON-COMPLIANT	
		TO BE RECTIFIED BY	
		MOA/LDSO/TAA/Registrant	
1.03 — Timing Reference — within tolerance limits defined in this BSCP for SVA and UTC for CVA		PENDING/COMPLIANT/NON-COMPLIANT	
		TO BE RECTIFIED BY	
		MOA/LDSO/TAA/Registrant	
1.04 — Measurement Transformer Ratios correct (where appropriate)		PENDING/COMPLIANT/NON-COMPLIANT	
		TO BE RECTIFIED BY	
		MOA/LDSO/TAA/Registrant	
1.05 — Compensation Calculations correct (if appropriate)		PENDING/COMPLIANT/NON-COMPLIANT	
		TO BE RECTIFIED BY	
		MOA/LDSO/TAA/Registrant	
Notes:			

⁷ Satisfactory Operation relates to the possible checks by the TAA at the time of the Inspection Visit, taking into account site conditions, i.e. access, etc.

Inspection Schedule for Half Hourly Metering Systems – Part 1 Cont. — BSCP27/03

Category 2. — Installation Checks — Potential to Affect The Quality of Data Entering Settlement	
2.06 — Metering Equipment Correct and Satisfactory Operation	PENDING/COMPLIANT/ NON-COMPLIANT
	TO BE RECTIFIED BY
	MOA/LDSO/TAA/ Registrant
2.07 — Measurement Transformer and/or Meter Certificates	PENDING/COMPLIANT/ NON-COMPLIANT
	TO BE RECTIFIED BY
	MOA/LDSO/TAA/ Registrant
2.08 — Suitable Environment (Serious)	PENDING/COMPLIANT/ NON-COMPLIANT
	TO BE RECTIFIED BY
	MOA/LDSO/TAA/ Registrant
2.09 — Adequate Over-current Protection	PENDING/COMPLIANT/ NON-COMPLIANT
	TO BE RECTIFIED BY
	MOA/LDSO/TAA/ Registrant
2.10 — Alarms Installed — Local and Remote	PENDING/COMPLIANT/ NON-COMPLIANT
	TO BE RECTIFIED BY
	MOA/LDSO/TAA/ Registrant
2.11 — Adequate Metering Equipment Integrity	PENDING/COMPLIANT/ NON-COMPLIANT
	TO BE RECTIFIED BY
	MOA/LDSO/TAA/ Registrant

Category 2. — Installation Checks — Potential to Affect The Quality of Data Entering Settlement	
2.12 — Metering Equipment Test Facilities	PENDING/COMPLIANT/NON-COMPLIANT
	TO BE RECTIFIED BY
	MOA/LDSO/TAA/Registrant
2.13 — Miscellaneous	PENDING/COMPLIANT/ NON-COMPLIANT
	to be rectified by
	MOA/LDSO/TAA/Registrant
2.14 — Timing Reference Within Tolerance Limits	PENDING/COMPLIANT/ NON-COMPLIANT
	to be rectified by
	MOA/LDSO/TAA/Registrant
Notes:	
	Additional detail attached Yes/No

Inspection Schedule for Half Hourly Metering Systems – Part 1 Cont. — BSCP27/03

Observations. — Installation Checks — not Affecting Data Quality	
O.15 — Suitable Environment (minor)	NOTIFY
	MOA/LDSO/ TAA/ Registrant
O.16 — Labelling Consistency	NOTIFY
	MOA/LDSO/ TAA/ Registrant
O.17 — Standing Data (including Outstation personality and SMRS not “key fields”	NOTIFY
	MOA/LDSO/ TAA/ Registrant
O.18 — Miscellaneous	NOTIFY
	MOA/LDSO/ TAA/ Registrant
— Notes:	
CAT 1 — Checks — COMPLIANT / NON-COMPLIANT	
CAT 2 — Checks — COMPLIANT / NON-COMPLIANT	
BSCP Compliance	
MOA Attended Site — YES / NO	
Metering Equipment Access Gained — YES / NO	
Addition Metering Equipment Technical Details provided 10 WD prior to visit — YES / NO	
— Volume Data Comparison performed on site — YES/NO⁸	
Witnessed By:	Name: <input type="text"/>
	Signature: <input type="text"/>
	Date: <input type="text"/>
Inspected By:	Name: <input type="text"/>
	Signature: <input type="text"/>
	Date: <input type="text"/>
MOA to Appeal Non-Compliance	YES / NO

⁸ Where the Consumption Data comparison Check is not performed on site the Metering System will only be compliant subject to the results of that check.

4.5.4 ~~**BSCP27/04 - Not used**~~ **Inspection Schedule for Half Hourly Metering Systems – Part 2** ~~**BSCP27/04**~~

Site Name:			
MSID no:		Registrant:	
MOA:		Code of Practice:	
DC		Contact at DC	

No of Channels examined		
Metered Data		
DC Consumption Data		
Metered data consistent with data held in DC Systems		YES/NO*
* If NO what is the percentage difference between the metered data and DC Consumption data		
* If NO what is the volume difference between the metered data and DC Consumption data		

Metering System Compliant / Non-Compliant	
Technical Assurance Agent – Name & Signature	
Date	

4.5.5

BSCP27/05 - Rectification Plan Proforma

BSCP27/05

The form must contain the following data items:

Registrant

MOA

HHDC

LDSO

Contact Details:

• Telephone number

• Email address

MSID

TAA Site Visit Reference

Registrant Ref Number

Site Name & Address

Non Compliances - 1 rectification plan per non compliance:

• Category

• Associated Rectification Action

• Target date for completion

• Key Milestones (e.g. MTDs provided by specific date)

• Where the responsibility is for completing the action

Registrant:	Meter Operator Agent:	HHDC:	LDSO:
--------------------	------------------------------	--------------	--------------

Completed By:	Telephone Number:	Email:
----------------------	--------------------------	---------------

MSID:	TAA Site Visit Ref:	Registrant Ref. No:
Site Name and Address		

Non-Compliances	Category
------------------------	-----------------

1.		
2.		
3.		

Rectification Action	
Target Date of Completion:	
Actual Date of Completion:	

Key Milestones					
	Target Date	Non-Compliances Affected: no as above	Action: e.g. Ordering, Delivery, Fitting of Equipment, Providing evidence to the TAA	To Be Actioned By: (e.g. Meter Operator/ Distributor)	Date Completed
1.					
2.					
3.					

Balancing and Settlement Code

BSC Service Description for Funds Administration

Version 9.1

Date: 25 June 2009

BSC Service Description for Funds Administration

1. Reference is made to the Balancing and Settlement Code and, in particular, to the definition of “Service Description” in Section X, Annex X-1 thereof.
2. This is FAA Service Description, Version 9.1.
3. This Service Description is effective from 25 June 2009.
4. This Service Description has been approved by the BSC Panel or its relevant delegated Panel Committee(s).

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Amendment Record

Version	Date	Description of Change	CPs Included	Mods Panel Ref.
1.0	27 March 2001	Baseline version		
2.0	21 August 2001	Changes for ECVAA Interim Release	CP519	
3.0	12 August 2002	Changes for BSC Systems Release 2	CP554	P39
4.0	10 December 2002	Changes for CVA Programme December 02 Release		P61, P76
5.0	24 June 2003	Changes for CVA Programme June 03 Release	CP553, CP777	
6.0	3 November 2004	Changes for CVA Programme November 04 Release	CP974	P142, P152
7.0	20 December 2004	Changes for CVA Programme February 05 Release	CP993, CP1078, CP1091	
8.0	2 November 2005	Changes for CVA Programme November 05 Release	CP1128	
9.0	6 November 2008	Changes for November 08 Release	CP1241	P215
9.1	3 December 2008	New version of SD for new BPO Host contract and clarification around Credit Assessment Price changes.	CP1268	

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DRAFT

FUNDS ADMINISTRATION AGENT (FAA) SERVICE DESCRIPTION

1 INTRODUCTION

- 1.1 This Service Description supplements the Service Requirement for Funds Administration (version 13.0).
- 1.2 In the event of conflict between the terms of this Service Description and the Service Requirement for Funds Administration (version 13.0), the terms of the Service Requirement shall take precedence for the purposes of this Agreement.

2 OVERVIEW

- 2.1 This Service Description sets out the responsibilities and obligations of the FAA in performing the Services, including (without limitation):

- (a) preparation and production of the Payment Calendar pursuant to paragraph 4;
- (b) all activities relating to Credit Cover pursuant to paragraph 5 including, without limitation, managing Credit Cover details, calculating Energy Credit Cover and determining Credit Cover Default;
- (c) managing the BSC Accounts and operating related banking arrangements in respect thereof pursuant to paragraph 6;
- (d) the taxation activities under paragraph 7;
- (e) validation of information received from the SAA and calculation of payments set out in paragraph 8;
- (f) the services in respect of Ad-Hoc Trading Charges including (without limitation) Ad-hoc Trading Charges (Extra-Settlement Determinations, the GBR Process; and the Ad-hoc Payment Process in respect thereof) pursuant to paragraph 9;
- (g) issuing and despatching Advice Notes in accordance with paragraph 10;
- (h) carrying out the payment procedures under paragraph 11;
- (i) dealing with Payment Defaults in accordance with paragraph 12;
- (j) issuing and despatching Confirmation Notices pursuant to paragraph 13;
- (k) dealing with payment errors under paragraph 14;
- (l) enforcement of claims under paragraph 15;
- (m) establishing, running and maintaining the ledger accounts pursuant to paragraph 16; and

such other services requested by BSCCo from time to time.

2.2 This Service Description also describes the key interfaces between the FAA, the BSC Banker, BSCCo, Payment Parties and other BSC Agents.

3 BSC PROCEDURES

In providing the Services, the FAA shall (without prejudice to the requirements in respect of Service Levels as set out in Part 3 Schedule 2 (BSC Operating Services) follow the processes under the following BSC Procedures (“BSCPs”):

- (a) BSCP11 Trading Queries and Trading Disputes;
 - (b) BSCP14 Processing of Manifest Errors;
 - (c) BSCP65 Registration of Parties and Exit Procedures;
 - (d) BSCP301 Clearing, Invoicing and Payment; and
- such other BSCPs as notified by BSCCo from time to time.

4 PAYMENT CALENDAR

4.1 Content

No later than 31st January in each year, the FAA shall:

- (a) subject to paragraph 4.2, determine for each Settlement Day in the next following BSC Year, the following dates:
 - (i) the Initial Payment Date and Initial Notification Date for each Settlement Day in the following BSC Year; and
 - (ii) the Calendar Payment Date and Notification Date for each Reconciliation Settlement Run where the Payment Date is between the earliest and latest Initial Payment Dates identified in (i) above.
- (b) subject to paragraph 4.3 (b) and (c), prepare or cause to be prepared a Payment Calendar showing (for each such Settlement Day) such dates as determined under paragraph 4.1 (a), including, for each Settlement Day in the Payment Calendar:
 - (i) the Notification Date; and
 - (ii) the Calendar Payment Date as specified in BSCP01.

4.2 Requirements

For the purposes of paragraph 4.1 the following requirements shall apply to each Payment Calendar:

- (a) for each Settlement Day, there shall be one Initial Settlement Run followed by four Reconciliation Settlement Runs (1st, 2nd, 3rd and Final Reconciliation Settlement Run) over a 14 month period;

- (b) each Calendar Payment Date and each Notification Date shall fall on a Working Day;
- (c) each Calendar Payment Date relating to a Reconciliation Settlement Run shall not fall earlier than two Working Days after the day on which the relevant Reconciliation Settlement Run is required to be delivered by the SAA to the FAA;
- (d) the Calendar Payment Date relating to a Settlement Run shall be at least two clear Working Days after the Notification Date;
- (e) as an average over the entire BSC Year to which the Payment Calendar relates, each Initial Payment Date shall fall, as nearly as practicable, 29 days after the Settlement Day to which it relates;
- (f) each Initial Payment Date shall fall as close as is reasonably practicable to the 29th day after the Settlement Day to which it relates;
- (g) the Initial Notification Date for each Settlement Day shall be no later than the 25th day after that Settlement Day (or, if such day is not a Working Day, the next succeeding Working Day); and
- (h) where reasonably practicable, no more than 15 Timetabled Reconciliation Settlement Runs and/or Initial Settlement Runs are carried out on any day.

4.3 Production of Payment Calendar

The FAA shall:

- (a) prepare the Payment Calendar in such form as BSCCo shall from time to time require.
- (b) produce a draft Payment Calendar by the 15 January every year and send the same to BSCCo for approval;
- (c) on receipt of BSCCo's approval under (b) above, immediately distribute a copy of the Payment Calendar to each BSC Agent and each Payment Party; and
- (d) send a copy of the prevailing Payment Calendar to any new BSC Party upon its becoming a Trading Party and, where applicable, a copy of the Post-Final Payment Calendar to each BSC Agent and each Payment Party.

For the avoidance of doubt, the Post-Final Payment Calendar shall be produced by BSCCo and provided to the FAA for use and distribution under (d) above.

4.4 Confirmation of Quarter Dates

- 4.4.1 At the same time as sending the draft Payment Calendar to BSCCo, the FAA shall confirm to BSCCo the date on which Advice Notes will be despatched in relation to each Quarter Date in the following BSC Year (in accordance with Section 8), where such date will either be:

- (a) on the Quarter Date; or
- (b) if the Quarter Date falls on a non- Working Day, the last Working Day prior to the Quarter Date.

5 CREDIT COVER ARRANGEMENTS

5.1 Managing Credit Cover Details

The FAA shall receive, on behalf of the BSC Clearer, Credit Cover from each Trading Party in the form of a Letter of Credit and/or a Cash Deposit, for credit to the Reserve Account. The FAA shall manage and maintain a record of such Credit Cover including (without limitation):

- 5.1.1 providing details of outstanding liabilities in respect of Credit Cover for a named Trading Party to BSCCo:
 - (a) within the time specified by BSCCo; or
 - (b) if no time specified under (b), on the same day of the request before 17:00; or
 - (c) if no request is made under (a) or (b) above, 2 Working Days prior to the Withdrawal Date.
- 5.1.2 validate and check the Credit Cover provided by each Trading Party. Where the Credit Cover provided is:
 - (a) a Letter of Credit or Cash Deposit, then unless otherwise agreed with BSCCo, notify the ECVAA of the resultant Energy Credit Cover in accordance with paragraph 5.3 and:
 - (i) if the FAA receives the Credit Cover from the relevant Trading Party by 17:00 hours, on the same Working Day; or
 - (ii) if the FAA has received notification of that Trading Party subject to Level 2 Credit Default Cure Period by 09:00 and receives additional Credit Cover from that Trading Party by 11:00 hours on that Working Day, by 12:00 on that Working Day.
 - (b) in any other form not authorised by BSCCo, the FAA shall reject such Letter of Credit and notify the Trading Party of such rejection on the same Working Day the Letter of Credit was received.
- 5.1.3 where the FAA receives a notice from a Trading Party that it wishes to alter the amounts provided as Credit Cover between different Letters of Credit and/or by way of Letter of Credit and Cash Deposit, validate and check the revised Credit Cover in accordance with paragraph 5.1.2 and, where such alteration is in respect of a reduction of Credit Cover, follow the process under paragraph 5.2.
- 5.1.4 not later than 20 Working Days before any Letter of Credit is due to expire, request in writing from the Trading Party appropriate Credit Cover to be provided within 10 Working Days of such request in one or more of the following ways:

- (a) confirmation from the issuing bank that the outstanding Letter of Credit has been extended for a period of not less than 3 months and on the terms required by BSCCo;
 - (b) providing to the FAA a new Letter of Credit from the issuing bank with the required credit rating, which must be valid for a period of not less than 3 months, commencing no later than the expiry of the current Letter of Credit and for a monetary value at least equal to the current Letter of Credit; or
 - (c) a Cash Deposit into the Reserve Account.
- 5.1.5 notifying BSCCo in writing of any requests made to Trading Parties under paragraph 5.1.4 no later than 15 Working Days prior to the expiry of the Letter of Credit that is the subject of such request.
- 5.1.6 monitoring the credit rating of issuing banks and, if at any time an issuing bank ceases to have the required credit rating specified by BSCCo, notify BSCCo and the relevant Trading Party immediately in writing and request the Trading Party to provide replacement Credit Cover within 5 Working Days of such notice. Such replacement Credit Cover may be provided by the Trading Party in one or more of the following ways:
- (a) providing to the FAA a new Letter of Credit from an issuing bank with the required credit rating, valid for a period of not less than 3 months and for a monetary value at least equal to the current Letter of Credit (less the amount of any Cash Deposit provided pursuant to (b) below); or
 - (b) an appropriate amount of Cash Deposit transferred into the Reserve Account.

For the avoidance of doubt, the FAA shall not incur any liability by reason of the Credit Cover of a Trading Party proving to be inadequate or excessive.

5.2 Reduction of Credit Cover

5.2.1 If the FAA:

- (a) receives a notification from the ECVAA of a Minimum Eligible Amount; and
- (b) a notification from the relevant Trading Party no later than 2 Working Days following receipt of a notification under (a) above that it wishes to reduce its Credit Cover,

the FAA shall affect such a reduction (either by way of a reduction in the value of the Letter of Credit and/or a withdrawal of Cash Deposit) PROVIDED THAT the amount of the Trading Party's Credit Cover following such reduction and/or withdrawal is not less than the total of the Minimum Eligible Amount notified by the ECVAA multiplied by the Credit Assessment Price.

- 5.2.2 If the FAA receives a notification from BSCCo of a minimum amount of Credit Cover required for a Trading Party, the FAA shall consent to a reduction of a

Trading Party's Credit Cover (however affected), PROVIDED THAT such reduction is not less than the minimum amount notified by BSCCo hereunder.

5.3 Establish Energy Credit Cover

The FAA shall:

- (a) receive and keep a record of the Credit Assessment Price as notified by BSCCo from time to time; and
- (b) determine, for each Trading Party, the amount from time to time of that Trading Party's Credit Cover to be:
 - (i) the maximum undrawn amount of any Letter of Credit plus any Cash Deposit; less
 - (ii) the sum of any amounts payable by the Trading Party in respect of Trading Charges which have become due for payment in accordance with paragraph 8.6 and which remain unpaid at such time.

For the avoidance of doubt, if the amount of Credit Cover as calculated under paragraph 5.3 (b) is negative, the Credit Cover will be regarded as zero.

- (c) determine for each Trading Party the amount from time to time of that Trading Party's Energy Credit Cover (ECC) as follows:

$$ECC_p = CC_p / CAP$$

(where 'CAP' is the Credit Assessment Price figure prevailing at the time of such calculation and 'CC_p' is the amount of Trading Party's Credit Cover at such time as calculated in accordance with paragraph 5.3 (b));

- (d) unless otherwise agreed by BSCCo, if the FAA receives the Credit Cover provided by the relevant Trading Party by 17:00 hours, calculate the Energy Credit Cover for such Trading Party on the same Working Day;
- (e) re-calculate the Energy Credit Cover for any Trading Party on each occasion when new values for the calculation relating specifically to that Trading Party are notified to the FAA or the amount of the Trading Party's Credit Cover changes, and notify ECVA and the Trading Party of the recalculated Energy Credit Cover:
 - (i) unless otherwise agreed by BSCCo, on the same Working Day of the recalculation, if the new Credit Cover is received by 17:00 hours; or
 - (ii) by 12:00 hours on the same Working Day a Level 2 Credit Default Cure Period is due to expire, if the new Credit Cover is received before 11:00 hours on the same Working day, PROVIDED THAT the relevant Trading Party was in a Level 2 Credit Default Cure

Period and the FAA was notified of this by 09:00 hours on the same Working Day;

- (f) re-calculate the Energy Credit Cover for all Trading Parties whenever new values for the common parameters in the Energy Credit Cover calculation are notified to the FAA, prior to the Effective From Date of the parameter change within 1 Working Day of the date of such notification[CP1268]; and
- (g) make available to BSCCo such information regarding the determination of the Energy Credit Cover as may be required in order to facilitate any appeal hearing and attend any appeal hearing as required under Section M4 of the BSC.

5.4 Determination of Credit Cover Default

5.4.1 If, in relation to a Letter of Credit, a Trading Party fails to comply with paragraphs 5.1.4 or 5.1.6 by the timescales stipulated thereunder, the FAA shall immediately and without notice to the Trading Party, demand payment of the entire amount of the Letter of Credit and deposit the proceeds in the Reserve Account.

5.4.2 The FAA shall forthwith notify BSCCo and the relevant Trading Party as soon as it becomes aware of or if at any time:

- (a) the FAA makes a demand on the Credit Cover held in Cash Deposits and/or Letter of Credit for such Trading Party in the event of a Payment Default;
- (b) the FAA makes a demand under any Letter of Credit provided by such Trading Party as Credit Cover.

6 OPERATE BANKING ARRANGEMENTS

6.1 Establishment of Accounts

The FAA shall manage the operation of the BSC Accounts, including (without limitation):

- (a) the Clearing Account (which includes the daylight exposure facility) to and from which all payments determined under this Service Description are to be made;
- (b) the Reserve Account to which all Cash Deposits and proceeds of Letters of Credit are paid, settled and/or reduced and from which funds are transferred to and back as Overnight Deposits;
- (c) a Collection Account to which payments from Trading Parties are made;
- (d) a Borrowing Account from which the FAA may make permitted Drawings under the Credit Facility; and
- (e) any other account that the BSC Clearer establishes with the BSC Banker on the recommendation of the FAA, to enable the BSC Clearer to perform any obligations imposed on it by the BSC.

For the avoidance of doubt, the Clearing Account is the only BSC Account from which payments to Payment Parties can be made; subject to paragraph 6.2 all other accounts under paragraph 6.1 (b) to (e) inclusive are used solely for the purpose of transfer of funds to the Clearing Account from which payments are made. The FAA shall not at any time instruct the BSC Banker to transfer any sum from a BSC Account to any other account unless such account is a Settlement Account or such account otherwise authorised by BSCCo.

6.2 Banking Activities

6.2.1 The FAA shall, in consultation with the BSC Clearer, agree with the BSC Banker a process of daily sweeps at the end of each Working Day in the following order:

- (a) Sweep the Collection Account into the Clearing Account; and
- (b) in the event that there is a debit balance on the Clearing Account after a) above, sweep such an amount as is necessary from the Borrowing Account to the Clearing Account in order that the closing balance on the Clearing account is nil.

For the avoidance of doubt, if, following a) and b) above, there is a credit balance on the Collection Account, the FAA shall instruct the BSC Banker to refrain from further sweeping.

6.2.2 The FAA may, at its sole discretion, instruct the BSC Banker to place such amounts as it may determine from time to time, from the Reserve Account on Overnight Deposit for the purposes of earning interest.

6.2.3 The FAA shall ensure that payments to BSC Creditors are made by way of overdraft prior to receipt of funds using the daylight exposure facility.

6.2.4 The FAA shall manage the BSC Accounts, including daily reconciliation of each such account and prompt clearing of all reconciling items.

6.3 Settlement Accounts

6.3.1 The FAA shall use reasonable endeavours to obtain from each Payment Party, not later than the date required by paragraph 6.3.2 a duly completed and signed designation providing details of the Settlement Account to which the FAA is to make payments to such Payment Party.

6.3.2 The required date for the purposes of paragraph 6.3.1 is 10 Working Days, or such shorter period as BSCCo may instruct the FAA from time to time, before a Payment Party becomes a Trading Party.

6.3.3 On receipt from a Payment Party of a duly completed and signed notice of change of its Settlement Account, the FAA shall validate such changes within 4 Working Days and make the appropriate changes to the Trading Party's Settlement Account within 10 Working Days.

6.4 Obtain Banking Details and Authorisations

The FAA shall, upon receipt of the sort code, account numbers and such other bank details as are required for the purposes of performing the Services in respect of the BSC Accounts:

- (a) supply to each Payment Party such bank details, sort code and account numbers in respect of the Collection Account and Reserve Account; and
- (b) perform (a):
 - (i) in respect of any new Payment Party, details of which have been provided by the CRA;
 - (ii) upon any change to a Payment Party's Settlement Account.

6.5 Banking Communications Links

6.5.1 The FAA shall set up such communications links with the BSC Banker to ensure efficient transfers of funds, including (without limitation) a facility which enables payments to be made between the BSC Accounts and Settlement Accounts.

6.5.2 Payments under paragraph 6.5.1 may be made by combination of CHAPS, BACS, Direct Debit and such other method notified by BSCCo from time to time.

6.5.3 The FAA shall have the ability to periodically monitor payments in and out of the BSC Accounts on a real time basis.

6.5.4 For the purposes of payments made by Direct Debits under paragraph 6.5.2 the FAA shall be set up as the Direct Debit Originator for the purposes of the Banking Code and undertake the necessary processes and procedures to set up such payment mechanism, including (without limitation) obtaining an exemption from the mandatory 14 day notice period under the Direct Debit scheme to enable the FAA to affect payments with 3 day's notice¹.

6.6 Credit Facility

6.6.1 The FAA shall use the Credit Facility for the purpose of covering banking and payment errors and short-term Payment Defaults and to minimise the need to use Credit Cover provided by BSC Payment Parties.

6.6.2 The FAA shall:

- (a) notify BSCCo and all Payment Parties of the interest rate notified to it by the BSC Banker under the Credit Facility from time to time;
- (b) notify BSCCo forthwith on:
 - (i) becoming aware of any circumstances which, in the FAA's opinion, may lead to the BSC Banker withdrawing the Credit Facility;

¹ Direct Debit Requests and BACS payments are input during day 1 and arrive at the beneficiary on day 3.

- (ii) receiving a written demand from the BSC Banker to the effect that the Credit Facility ceases to become available;
 - (iii) receiving notice from the BSC Banker requiring any additional amount to be paid to it as a result of any change in the BSC Banker's circumstances or any increased costs; and
- (c) notify all Payment Parties as soon as reasonably practicable after receiving any notice from the BSC Banker under paragraphs 6.6.2 (b) (ii) and/or (iii).

6.7 Reserve Account

6.7.1 The FAA shall pay or repay the following amounts at the times indicated from the Reserve Account to each Payment Party:

- (a) (subject to paragraph 6.7.3) quarterly the amount of interest referred to in paragraph 6.7.2;
- (b) an amount requested in accordance with Section M2.3 of the BSC; and
- (c) if that Payment Party is a Discontinuing Party, on the Discontinuance Date the cash paid by or on behalf of that Discontinuing Party credited to the Reserve Account and not subsequently withdrawn or repaid.

6.7.2 The amount of interest is an amount equal to interest from time to time received and attributable to cash paid by that Payment Party and credited to the Reserve Account and not subsequently withdrawn, repaid or set off.

6.7.3 While any interest is credited to the Reserve Account, it shall be deemed to form part of the relevant Trading Party's Credit Cover for the purposes of this paragraph 6.7 only, and may be applied by the FAA on behalf of the BSC Clearer accordingly.

6.8 Banking Charges and Interest

The FAA shall not be responsible for apportioning to BSC Parties any banking charges or interest payable incurred on the bank accounts it establishes and operates on behalf of and in the name of the BSC Clearer. Banking charges and interest shall be charged directly to BSCCo (not the BSC Clearer) by the BSC Banker and BSCCo shall pass on such amounts to BSC Parties in accordance with its standard charging mechanism.

7 TAXATION

7.1 Requirements

The FAA shall:

- (a) comply with the rules of any relevant tax authority as to the treatment for taxation purposes of any transaction under this Service Description;
- (b) maintain and keep updated a record of the current VAT code and rate and country code of Payment Parties; and

- (c) provide quarterly reports to BSCCo summarising transactions in respect of Trading Charges for the purposes of VAT reporting to HMRC.

7.2 For the purposes of paragraph 7.1, BSCCo has entered into an agreement with HMRC which confirms the tax treatment of the Services performed by the FAA hereunder (the “Agreements with Tax Authorities”). The FAA shall, when required, co-operate with HMRC and/or BSCCo in the provision of information to support any changes to such agreement as may be required from time to time.

7.3 Withholding on account of taxation

7.3.1 The FAA shall (on behalf of the BSC Clearer and any BSC Debtor) deduct from all payments made by or through it under this Service Description such amounts (including withholdings) as are required by law.

7.3.2 Any deduction under paragraph 7.3.1 shall be the minimum amount required by law and/or under the terms of any agreement between BSCCo and the relevant taxation authority.

7.3.3 If any such deductions are made, the FAA shall, on behalf of the BSC Clearer or the relevant BSC Debtor (as the case may be), take such further actions as instructed by BSCCo, including (without limitation) making payments and returns to the tax authorities and issuing certificates.

7.4 Taxation of BSC Clearer

If at any time and for any reason the BSC Clearer is required to account for any taxation to any taxation authority and:

- (a) where the BSC Clearer has no equivalent credit then available to it, and
- (b) the FAA reasonably believes that such credit will be due to such taxation authority in the future,

the FAA shall, on behalf of the BSC Clearer, borrow the required amount from BSCCo, and BSCCo shall lend such amount, on such terms (if any) as BSCCo may decide to loan the FAA. The BSC Clearer, acting through FAA, shall repay that amount upon receipt of the equivalent tax credit back from the taxation authority.

8 CALCULATION OF PAYMENTS

8.1 SAA Data

8.1.1 The FAA shall, not later than 10:00 on the Notification Date, use reasonable endeavours to ensure it receives from the SAA the information set out in paragraph 8.1.3 in respect of the Settlement Days due on that Notification Date, as set out in the Payment Calendar.

8.1.2 In respect of Post-Final Settlement Runs, the FAA shall, not later than 10:00 on the Notification Date, use reasonable endeavours to ensure it receives from the SAA the information set out in paragraph 8.1.3 in respect of Settlement Days due on that Notification Date, as set out in the Post-Final Payment Calendar.

- 8.1.3 For the purposes of paragraphs 8.1.1 and 8.1.2 the FAA shall receive the following information:
- (a) in relation to a Trading Party:
 - (i) the identifier of the Trading Party;
 - (ii) the net amount (exclusive of VAT) for the Settlement Day, shown to be payable by or to the Trading Party in respect of each of the following Trading Charges separately:
 - the Daily Party BM Unit Cashflow ;
 - the Daily Party Non-Delivery Charge ;
 - the Daily Party Energy Imbalance Cashflow ;
 - the Daily Party Information Imbalance Charges;
 - the Daily Party Residual Settlement Cashflow; and
 - the net amount (exclusive of VAT), for the Settlement Day and for all Trading Charges under paragraph (b), shown to be payable by or to the Trading Party.
 - (b) in relation to the System Operator, the net amount (exclusive of VAT), for the Settlement Day, shown to be owing by or to the System Operator in respect of Daily System Operator BM Cashflows.
- 8.1.4 If the FAA does not receive such information set out in paragraph 8.1.3 within the time frame specified under paragraph 8.1.1, the FAA shall use reasonable endeavours to obtain such data from the SAA and to complete the issuance of Advice Notes in accordance with paragraph 10.1.1, 10.1.2 (a) and 10.1.2 (b) on the Working Day on which such information is received and shall promptly notify BSCCo that such information was not received by 10:00 hours.

8.2 Validation

- 8.2.1 Upon receipt of the information specified in paragraph 8.1.3, the FAA shall determine whether, on the basis of such information, the sum of the Net Payment Amounts shown to be receivable from Payment Parties for the relevant Settlement Day (the "Total Receivables") is equal to the sum of the Net Payment Amounts shown to be payable by all Payment Parties for the relevant Settlement Day (the "Total Payables"). If the difference between the Total Receivables and the Total Payables is less than £10.00, such information under paragraph 8.1.3 is deemed 'Valid'.
- 8.2.2 If the information specified in paragraph 8.1.3 is Valid, the FAA shall:
- (a) account for the difference between the Total Receivables and Total Payables by adjusting the largest Net Payment Amount (by credit/debit) for the relevant Settlement Day by an amount equal to such difference; and

- (b) adjust the amounts payable or receivable by the BSC Clearer correspondingly.

8.2.3 If the FAA determines that the information specified in paragraph 8.1.3 not to be Valid, it shall, as soon as possible and in any event by close of business on the Notification Date, notify the SAA accordingly.

8.3 Determination of Payments

8.3.1 The FAA shall:

- (a) for each Calendar Payment Date, calculate the charges and payments from each Payment Party resulting from the information provided pursuant to paragraph 8.1.3 for the Settlement Days notified by the SAA;
- (b) for each Initial Settlement Run, Reconciliation Settlement Run and Post-Final Settlement Run, include the information to be received under paragraph 8.1.3; and
- (c) for Initial Settlement Runs, calculate any tax that may apply to the charges and payments notified in paragraph 8.1.3 and aggregate the total payments and charges together with the tax for each Trading Party in respect of each Initial Settlement Run relating to a Calendar Payment Date.

8.3.2 Upon receipt of the information specified in paragraph 8.1.3 as supplied by the SAA in respect of a Reconciliation Settlement Run or Post-Final Settlement Run, the FAA shall calculate, on the basis of such information, for each Payment Party, the difference (if any) between:

- (a) the Net Payment Amount shown in that Reconciliation Settlement Run as payable by or to that Payment Party (exclusive of VAT); and
- (b) the Net Payment Amount (exclusive of VAT) which was shown to be payable by or to that Payment Party:
 - (i) in the Initial Settlement Run for the same Settlement Day, or
 - (ii) if a Reconciliation Settlement Run or Post-Final Settlement Run has already been carried out in respect of that Settlement Day, in the most recent of either the Reconciliation Settlement Run or Post-Final Settlement Run previously carried out for that Settlement Day,

(the “Reconciliation Charge”)

8.3.3 Following each Reconciliation Settlement Run, the FAA shall determine the amount which each Payment Party shall be liable to pay or entitled to receive (as the case may be), being the amount of the difference determined under paragraph 8.3.2, together with an amount in lieu of interest calculated by applying the Base Rate to such amount in respect of the period since the last Payment Date to the current Reconciliation Payment Date.

- 8.3.4 For Reconciliation Settlement Runs and Post-Final Settlement Runs, the FAA shall calculate:
- (a) any tax that may apply to the charges and payments notified in the revised credit/debit instructions received from the SAA;
 - (b) the differences in charges and payments since the last Initial Settlement Run or Reconciliation Settlement Run (applying interest as necessary to the differences at Base Rate or any other such rate as may be set by BSCCo from time to time);
- 8.3.5 Where interest has been calculated (such interest to be calculated daily from the last Payment Date in respect of that Settlement Day to, but not including, the current Payment Date) the FAA shall assess any liability for tax and, where liable, calculate such tax.
- 8.3.6 The FAA shall aggregate for each Payment Party, into a single charge or payment, all charges and payments calculated from the information notified by the SAA pursuant to paragraph 8.1.3 in respect of the Initial Settlement Run and Reconciliation Settlement Runs for a Payment Date.
- 8.3.7 The FAA shall, for each Settlement Day, carry out the relevant processes under paragraph 7 for the Initial Settlement Run, three Reconciliation Settlement Runs and a Final Settlement Run over a 14 month period as detailed in the Payment Calendar and where applicable for a Post-Final Settlement Run and, if required, implement the credits and debits associated with a Post-Final Settlement Run in respect of a Settlement Day.
- 8.3.8 If the information specified in paragraph 8.1.3 is Valid, the FAA shall, without prejudice to the requirements under paragraph 10.1.2 (a) and 10.1.2 (b) include in relation to an Initial Settlement Run, the Net Payment Amounts, together with VAT, if applicable.

8.4 Postponed Payments

- 8.4.1 If for any reason it is not possible for the FAA to determine, by the close of business on the Notification Date, the amounts to be incorporated in the Advice Notes under paragraph 8.3:
- (a) the Payment Date shall be postponed so that it falls on the second Working Day (or such later day as BSCCo may from time to time determine on the recommendation of the FAA) after the day on which the FAA validates the information provided by the SAA pursuant to paragraph 8.2 (the “Postponed Payment Date”);
 - (b) the FAA shall notify BSCCo, the SAA and each Payment Party:
 - (i) on the Notification Date, of such postponement; and
 - (ii) promptly upon validating such information, of the Postponed Payment Date.

For the avoidance of doubt, reference to a Payment Date in this Service Description shall, unless the context otherwise requires, include a Postponed Payment Date.

- 8.4.2 In the case of an Initial Settlement Run only, if the Postponed Payment Date falls more than one week after the original Payment Date, the FAA shall calculate and show in the Advice Note in respect of each BSC Debtor (as payable to the BSC Clearer) and each BSC Creditor (as receivable from the BSC Clearer) interest at the Base Rate on the amount shown for each day from and including the originally scheduled Settlement Payment Date to (but excluding) the Postponed Payment Date.
- 8.4.3 In the case of a Timetabled Reconciliation Settlement Run, other than a Final Reconciliation Settlement Run:
- (a) BSCCo may, at any time after receiving a notice under paragraph 8.4.1 (b) (i), but not after the FAA has given a notice under paragraph 8.4.1 (b) (ii), determine and instruct the FAA that Reconciliation Charges will not be determined and payable by reference to that Reconciliation Run.
 - (b) if BSCCo makes a determination under (a) above then, without prejudice to the obligation to calculate Reconciliation Charges in respect of the following Reconciliation Settlement Run for the relevant Settlement Day:
 - (i) the FAA shall promptly notify all Payment Parties and the SAA of the same; and
 - (ii) there shall be no Postponed Payment Date.

9 AD-HOC TRADING CHARGES

- 9.1 BSCCo shall notify the FAA in respect of any entitlements or liabilities in respect of Ad-hoc Trading Charge(s) arising from time to time, including:
- (a) the identifier of each Trading Party entitled to or liable for such Trading Charge(s); and
 - (b) the amount(s) of the Ad-hoc Trading Charge for which each such party is liable for or entitled to; and
 - (c) the due date for payment.
- 9.2 At the time of sending any notifications to the FAA under paragraphs 9.1, BSCCo shall send to each Trading Party and the Transmission Company the details notified thereunder.
- 9.3 The due date on which payment in respect of an Ad-hoc Trading Charge under paragraphs 9.1 (c) shall be:
- (a) a date established in accordance with the relevant provision of the BSC or otherwise agreed by the Panel and notified to the FAA by BSCCo; or
 - (b) the 10th Working Day after the FAA receives notification from BSCCo of any entitlements or liabilities in respect of Ad-hoc Trading Charge(s).

9.4 Upon receipt of a notification from BSCCo under paragraph 9.1, the FAA shall determine for each Trading Party the amount to which it is liable for or entitled to under paragraphs 9.1 (including, where requested by BSCCo, any VAT and/or interest payable at the Base Rate) and include the amount(s) which each Trading Party is liable for or entitled to by way of Ad-hoc Trading Charges in Advice Notes for the Payment Date, which is the same as the due date for such charges.

9.5 Where:

- (a) a Trading Party is entitled to or liable for a particular amount by way of Ad-hoc Trading Charge; and
- (b) such Trading Party is liable for or entitled to its Party Daily Reallocation Proportion of that amount, BSCCo shall notify the FAA of the identity of such Trading Party and the Settlement Day on which such Daily Reallocation Proportions are to be determined.

9.6 **Extra-Settlement Determinations ('ESDs')**

9.6.1 BSCCo shall provide the FAA with:

- (a) a list of the BSC Parties that ESD amounts are to be recovered from and the corresponding BSC Parties (the "Receiving Party") to whom the ESD will be paid; and
- (b) further instructions to recover an ESD amount under (a) above, including calculating the interest payable on such amount based on the Base Rate.

10 **ADVICE NOTES**

10.1 **Despatch of Advice Notes**

10.1.1 On each Advice Note Date, the FAA shall (in good time for Payment Parties to give all necessary instructions for payments to be effected on the relevant Payment Date) despatch to each Payment Party an Advice Note showing the amounts (inclusive of any VAT where applicable) which, according to its calculations, are to be paid either:

- (a) by each Payment Party to the BSC Clearer, or
- (b) to each Payment Party by the BSC Clearer,

on that Payment Date, in respect of the Advice Note Period.

10.1.2 In each Advice note under paragraph 10.1.1, the FAA shall set out in respect of each Notification Date in the Advice Note Period:

- (a) in relation to Initial Settlement Runs:
 - (i) an amount in respect of each of the items set out in paragraph 8.1.3(a)(ii) or 8.1.3(b) (as the case may be);
 - (ii) the Trading Charges; and

- (iii) in respect of a Postponed Payment Date, any interest pursuant to paragraph 8.4.2.
- (b) in relation to Reconciliation Settlement Runs:
 - (i) the Reconciliation Charge;
 - (ii) the Reconciliation Charge excluding the amount in lieu of interest and any withholdings on account of taxation;
 - (iii) the amount in lieu of interest included in the Reconciliation Charge pursuant to paragraph 8.4.2;
 - (iv) the amount of any withholdings on account of taxation; and
 - (v) the Trading Charges in respect of which the FAA has calculated there to be a Reconciliation Charge due.
- (c) in relation to Ad-Hoc Trading Charges:
 - (i) the Extra-Settlement Determination initial payment; and
 - (ii) the Extra-Settlement Determination secondary payment including an interest element based on Base Rate.
- (d) the aggregate amount which is to be paid by that Payment Party to the BSC Clearer or to that Payment Party by the BSC Clearer on the relevant Payment Date over the Advice Note Period.
- (e) the amount of VAT in respect of the total amount payable or the total amount receivable.

10.1.3 The FAA shall despatch each Payment Party an Advice Note:

- (a) on each Notification Date where the aggregate amount payable or receivable by the Payment Party in respect of the Advice Note Period is equal to or exceeds the Advice Note Threshold Limit; and/or
- (b) where the Notification Date is a Quarter Date or, where a Quarter Date falls on non-working day, the last working day prior to that Quarter Date.

10.1.4 A Payment Party may request (by notice to BSCCo) that the FAA despatch an Advice Note (for such Notification Date or other period specified by the Payment Party) where the Payment Party:

- (a) has given a Withdrawal Notice to BSCCo;
- (b) has given notification to BSCCo of a change in VAT status that alters the liability of the Payment Party in respect of UK VAT; or
- (c) is a Defaulting Party.

