

## Change Proposal – F40/01

CP No: 1074

Version No: 1.0

**Title:** PROVIDING GREATER STRUCTURE AND CERTAINTY TO THE PROGRESSION OF CHANGE PROPOSALS

### Description of Problem/Issue

At present, BSCP 40 "Change Management" does not require:

- (1) Change Proposals (CPs) to be issued for industry impact assessment in a structured manner (i.e. in regular batches or according to a specified timetable); or
- (2) Decisions on CPs to be targeted for specific ISG/SVG meetings.

As a consequence, market participants do not have a clear understanding of when to expect to receive request for impact assessments of CPs for impact assessment or of when to expect that a decision (i.e. approve/disapprove) will be taken with respect to CP.

### Proposed Solution(s) *(mandatory by originator)*

The following enhancements are proposed to BSCP 40 to add greater structure, certainty and transparency to the progression of CPs:

- (1) **Batching of CPs for Impact Assessment:** specify in BSCP 40 that CPs should be issued for Impact Assessment in single batch each month. The proposal is that each batch should be issued on the 4<sup>th</sup> Friday of each month.
- (2) **Specify Impact Assessment Timescale:** specify in BSCP 40 that recipients will be provided with a minimum of 10 Working Days to provide an Impact Assessment for each batch of CPs. However, the ISG would be the possibility to vary the issue and response date for individual CPs to accommodate urgent proposals and complex proposals.
- (3) **Indicative Decision Date:** the target meeting at which a decision would be sought on the CPs comprising a batch would be published by BSCCo.
- (4) **Communication of Decisions:** BSCCo would publish, via a Change Proposal circular within 5 Working Days, Panel Committee decisions on each of the CPs within a batch.
- (5) **Publication of Indicative CP Timetable:** An annual timetable, providing firm impact assessment and indicative decision timescales, for each monthly batch of CPs, would be published in advance on the BSC Website. (NB: a sample timetable is provided as Attachment 1.)

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### Justification for Change *(mandatory by originator)*

The batching of CPs and the issuing of them according to a published timetable is an existing and proven practice under the Master Registration Agreement (MRA).

Issuing CPs in batches according to a defined timetable and targeting decisions for specified ISG/SVG meetings would assist the resource planning of market participants and provide greater structure and certainty to the assessment of CPs.

Publication of the assessment timetable on the BSC Website, including indicative decision dates as well as firm impact assessment timescales, in advance on an annual basis would enhance the transparency of the change management procedures.

### Configurable Items Potentially Affected by Proposed Solution(s)

BSCP 40 "Change Management" would need to be amended allowing the following lines:

- (1) Add a table at the beginning of Section 3 'Interface and Timetable Information' documenting the process (i.e. including timing and content) for publication of the assessment timetable for each monthly batch in the following year.
- (2) Amend Section 3.2 'Impact Assessment' as follows:
  - a. Amend process description to reflect the fact CPs would be issued in a single batch each month on the 4<sup>th</sup> Friday;
  - b. Amend process description to reflect the fact the timescale for Impact Assessment responses would a minimum of 10 Working Days.
  - c. Amend final step to end of process requiring BSCCo to publish Panel Committee decisions within 5 Working Days of the meeting at which they were made.

### Impact on Core Industry Documents

None

### Related Changes and/or Projects

None

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<b>Requested Implementation Date</b>  In the next available scheduled release – preferably February 2005.  <b>Reason:</b> document change only  (NB: As BSCP 40 does not currently specify impact assessment and decision timescales, this change can be made to BSCCo's working practice prior to implementation. However, changing the BSCP would provide greater clarity and certainty to stakeholders.)	
<b>Agreed Release/Implementation Date</b> <i>(mandatory by BSCCo)</i> February 2005	
<b>Originator's Details:</b>  <b>BCA Name:</b>  <b>Organisation:</b> <i>ELEXON Ltd.</i>  <b>Email Address:</b>  <b>Date:</b> <i>10 August 2004</i>	
Attachment(s): Yes (See Attachment 1)	