Redlined BSCP533 changes for CP1387 'Clarifications to BSCP533 and Appendices'

The CP proposes changes to BSCP533 section(s): 1.1, 1.3, 1.4, 1.7, 1.8.2, 3.2, 3.7, 4.1, 5.13, 5.15, 5.17, and 6.

We have redlined these changes against version 17.0 of the BSCP.

1. INTRODUCTION

1.1 Scope and Purpose of the Procedure

This BSC Procedure covers the provision of Output Data and Market Indicator Data to the Performance Assurance Reporting and Monitoring System (PARMS) or the Performance Assurance Administrator (PAA). The data will be utilised within the following PARMS techniques.

- Technical Assurance

- Removal of Qualification

- Monitoring and Reporting

- Peer Comparison (public and non public)

- Supplier Charges

- Error and Failure Resolution

The procedure will also cover the following techniques that are associated with the PARMS Service:

(i) Monitoring and Reporting; and

(ii) Peer Comparison (public and non-public)

The process will not cover internal activities carried out by the Performance Assurance Administrator ~~at the BSCCo~~.

All data specified in this BSCP to be sent to PARMS should be emailed to parms@parms.bsccentralservices.com.

All data specified in this BSCP to be sent to PAA should be sent to paa@elexon.co.uk.

All PARMS reports will be issued from donotreply@parms.bsccentralservices.com.

All PARMS queries should be raised via the BSC Service Desk (email: bscservicedesk@logica.com; telephone: 0870 010 6950).

==No Change to 1.2==

1.3 Main Users of the Procedure and their Responsibilities

This procedure will be used by authorised staff from Suppliers, Supplier Agents, SMRAs and BSC Agents. BSCCo will use this procedure for the provision of Market Indicator and standing data to the PAA. The procedure also provides an interface to data providers and to the BSC Panel and PAB (which will receive reports via this procedure).

The procedure will be used by the PAA for the collation and validation of data.

Throughout this procedure timescales are referred to in relation to the number of ~~w~~Working ~~d~~Days (WD), unless specifically stated otherwise. Where this procedure requires a communication to be issued on a given working day, users are asked to note the provisions for deemed receipt of post, fax and email set out in Section H of the BSC. When using email, users are advised to send the communication by 1600 hours in order to ensure its delivery by 1700 hours.

1.4 Use of the Procedure

The procedure provides details of the manner in which data should be provided to PARMS, the BSC Service Desk or the PAA, the process for querying the data and the manner in which Ad hoc Data and Drill Down ~~d~~Data can be obtained.

No Change to 1.5

1.7   Assistance with using the Procedure

All queries about the use of this BSC Procedure should be made in the first instance to the ~~Performance Assurance Administrator~~ (PAA~~)~~.

1.8   Acronyms and Definitions

1.8.2   Definitions

Routine Performance Monitoring Report: is a monthly report, in respect of performance against the ~~s~~Serials specified within the calculation guidelines, as being part of the suite of ~~s~~Serials that contribute to the Routine Performance Monitoring Report, submitted by each Supplier, or by the Supplier's appointed agents on behalf of each Supplier, for each GSP Group (or across all GSP Groups, as specified in the calculation guidelines) in which it is operating, or by a SMRA for SMRA ~~s~~Serials.

Routine Performance Monitoring Log: will contain the Drill Down or Ad-hoc Data requested of Suppliers by the PAA, in agreed format and timescales.

Drill Down Data: is the data that is required such that:

(a)   a calculation, the output of which is included within the Supplier's Routine Performance Monitoring Report, can be re-performed; and

(b)   the context and variability of a measure that is included within the Supplier's Monthly Performance Report can be established.

Drill down data requests can be made within 3 months of receipt of validated reports.

Ad-hoc Data: Any additional Performance data which can be requested only by a specific PAB mandate. It is assumed that such data will not be required on a regular basis.

Late Data: If data is not received by its due date, as stated within the calendar published by the PAA (see Appendix 5.9), it will be defined as late.

Output Data: is the performance data supplied, as referred to in paragraphs 5.2 to 5.5 by the Data Providers for input into the PARMS I.T. system.

Market Indicator Data: is data supplied as referred to in paragraph 5.8.

Data Provider: is a party responsible for providing data directly into PARMS. Data Providers are the CDCA, Suppliers (or Supplier Agents on behalf of their Suppliers), SMRAs, SVAA and the PAA.

Timing of activities: For the purposes of this BSCP and its Appendices +(x) WD means a number of WD exclusive of and following the day on which the start event occurs. -(x) WD means a number of WD exclusive of and prior to the day on which the start event occurs.

PARMS: Throughout this procedure PARMS refers to the PARMS IT system and PAA refers to the activities carried out by BSCCo in accordance with Section Z of the BSC.

Service Level: The level of performance should be achieved against each Serial and Standard as stated in the Calculation Guidelines (refer to Appendix B PARMS Calculation Guidelines)

<mark>No Change to Section 2</mark>

3. PARMS DATA PROVISION - INTERFACE AND TIMETABLE INFORMATION

No Change to 3.1

3.2 Provision of Data Provider Information (DPI)

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2.1	By +15 WD of the end of the Rreporting Pperiod.	Suppliers send DPI file (as defined in BSCP533 Appendix A: 'PARMS Data Provider File Formats') by Email.	Supplier	PARMS	Complete file containing all Supplier Agents appointments for the Rreporting Pperiod. In accordance with BSCP533 Appendix A – PARMS Data Provider File Formats and BSCP533 Appendix B – PARMS Calculation Guidelines.	Email
3.2.2a	By +1 WD of 3.2.1	Log receipt of data, validate and acknowledge successful processing of data.	PARMS	Supplier	Acknowledgement text on Email	Email
3.2.2b	By +1 WD of 3.2.1	Log receipt of data, validate and acknowledge unsuccessful processing of data.	PARMS	Supplier	Acknowledgement text on Email	Email
3.2.3a	By +1 WD of 3.2.2a	Receive positive acknowledgment. No further action required.	PARMS	Supplier		Email
3.2.3b	By +1 WD of 3.2.2b	Receive negative acknowledgment. Supplier must resubmit DPI in correct format in accordance with 3.11. Process returns to 3.2.1.	PARMS	Supplier		Email
3.2.4	At 18 WD and 22 WD after end of Reporting period	Send data completeness notification.	PARMS	Supplier	List of those Serials received and missing by Serial and Data Provider.	Email
3.2.5	By +1 WD of 3.2.4	Receive data completeness notification.	PARMS	Supplier		Email

No Change to 3.3 to 3.6

3.7 Supplier Validation of Supplier Agent provided Data

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.7.1	By +1 WD of successful loading of Supplier Agent submitted Output Data	Send data to Supplier (for those Meter Operator Serials that are reported by Data Collectors a copy is also sent to that Meter Operator).	PARMS	Supplier	Copy of all Routine Performance Monitoring Report Data, relating to that Supplier but not submitted by that Supplier.	Email.
3.7.2a	By +5 WD of 3.7.1	Receive and confirm data is valid for use in PARMS Techniques.	Supplier	BSC Service Desk	Supplier sends form F533/05 to BSC Service Desk. If no response is received by +5 WD then PARMS shall deem that data is fit for use in PARMS techniques.	Email
3.7.2b	By +5 WD of 3.7.1	Receive and reject data (a Supplier should query and confirm with their appointed Agent that the data submission is incorrect prior to rejecting the data). A Meter Operator Agent cannot directly reject data about its performance. If an MOA wishes to query data this should be processed through their associated Supplier.	Supplier	BSC Service Desk	Supplier sends form F533/05 to BSC Service Desk. If no response is received by +5 WD then PARMS shall deem that data is fit for use in PARMS techniques.	Email
3.7.2c	By +2 WD of 3.7.2b	Supplier ensures resubmission of data from relevant Supplier Agent in accordance with rules for resubmission as set out in BSCP533 Appendix A: PARMS Data Provider File Formats. Process returns to 3.3.1.	Supplier Agent on behalf of Supplier.	PARMS	Resubmission of correct data to replaced invalid data.	Email
3.7.3a	By +1 WD of 3.7.2a	Send form notifying acceptance of data.	Supplier	BSC Service Desk	Form F533/05	Email
3.7,3b	By +1 WD of 3.7.2a	Apply PARMS techniques to data.	PARMS		Form F533/05	Internal
3.7.3c	By +1 WD of 3.7.2b	Send form notifying rejection of data.	Supplier	BSC Service Desk	Form F533/05	Email
3.7.3d	By +1 WD of 3.7.2b	Exclude PARMS data from PARMS techniques	PARMS		Form F533/05	Internal

No Change to 3.8 to 3.11

4 MONITORING AND PUBLICATION OF PEER COMPARISON DATA INTERFACE AND TIMETABLE INFORMATION

4.1 Monitoring and Reporting

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.1.1	On the 26th WD after the last day of the calendar month	Run reports and send to the PAA PAA reviews data	PARMS PAA	PAA	Validated PARMS data as determined by the PAB from the selection of sSerials and Market Indicators noted within this BSCP	Email Internal
4.1.2	At any time after 4.1.1	If appropriate seek clarification of information/drill down data	PAA	Data Provider	Routine monthly reports	Telephone, Email.
4.1.3	In time for PAB	As determined by the PAB from the selection of sSerials and Market Indicators noted within this BSCP produce monthly validated PARMS data	PAA	PAB	PARMS Data	Paper
4.1.4	At PAB meeting	Request additional information if required	PAB	PAA	Validated PARMS Data as in 4.1.3	At meeting, via minutes or via Technical Secretary
4.1.5	1 WD after PAB meeting. Request information from Data Providers.	Agree format and timing of data provision (In accordance with ref. 3.9/3.10)	PAA	Data Providers	Instructions from PAB Request for Information Form F533/02	Telephone, Email,
4.1.6	To timescale agreed with PAA	Provide additional information (In accordance with ref. 3.9/3.10)	Data Provider	PAA	Request for additional information Form F533/02	As agreed with PAA
4.1.7	Within 1 WD of 4.1.6 and then as requested	Log receipt of data and acknowledge Analyse data as appropriate and forward to PAB as requested (In accordance with ref. 3.9/3.10)	PAA PAA	Data Provider PAB	Form F533/02 Additional information (and supporting analysis from PAA where appropriate)	Email/ Paper

No Change to 4.2 to 4.5

5.   APPENDICES

<mark>No Change to 5.1 to 5.12</mark>

5.13   Consolidated PARMS Report

PARMS will produce one Consolidated PARMS Report for each Supplier, and Meter Operator (where relevant), detailing all validated and processed data pertaining to that Supplier or Meter Operator for each ~~R~~reporting ~~P~~period. This report shall be generated 25 WD after the end of each ~~R~~reporting ~~P~~period. A copy of the Consolidated PARMS Report is detailed in section 7.5.

<mark>No Change to 5.14</mark>

5.15   Peer Comparison Serials & Standards

The Peer Comparison Technique will apply to the following ~~s~~Serials and standards (as defined within the PARMS Calculation Guidelines). The PAB will determine those PARMS Serials to be included in the Public and Quarterly Peer Comparison Reports and as per sections 4.2 and 4.3.

Serial	Titled	Reporting Level for PC (National or GSP)
CM01	CVA MOA Proving Tests	National by MOA
CM02	CVA MOA Fault Resolution	National by MOA
SP11	Timely Appointment of Agents	GSP Group by Supplier
SP12	Timely Notification of Changes of the Data Aggregator via D0148	GSP Group by Supplier
SP13	Timely Notification of Changes of the Meter Operator Agent via D0148	GSP Group by Supplier
SP14	Timely Notification of Changes of the Data Collector via D0148	
SP15	Missing Appointments of Agents	GSP Group by Supplier
HM11	Timely Sending of HH MTDs to HHDCs	GSP Group by HHMOA
HM12	Missing HH MTDs	GSP Group by HHMOA
HM13	Quality of HH MTDs	GSP Group by HHMOA
HM14	Timely HH Meter Investigation Requests	GSP Group by HHMOA
NM11	Timely Sending of NHH MTDs to NHHDCs	GSP Group by NHHMOA
NM12	Missing NHH MTDs	GSP Group by NHHMOA
NC11	Missing NHH Meter Reads & History from Old NHHDC to New NHHDC	GSP Group by NHHDC
SP01	Delivery of Routine Performance Reports	National by Supplier

Serial	Titled	Reporting Level for PC (National or GSP)
SP02	Delivery of Routine Performance Logs	National by Supplier
SP04	Installation of HH Metering	GSP by Supplier
SP07	SMRA & SVAA MSID Count	GSP by Supplier
SP08	Energy and MSIDs on Actuals	GSP by Supplier
SP09	NHH Defaults	GSP by Supplier

5.16 <mark>No Change</mark>

5.17 Error and Failure Resolution and Escalation

Once a performance issue is identified and initial investigation undertaken, the PAA may wish to refer this matter to the PAB. The procedure for this referral and any subsequent escalation to the PAB or the Panel is in accordance with BSCP538, Error and Failure Resolution.

Appendix A: PARMS Data Provider File Formats

The PARMS File Formats Specification is associated with BSCP533 but is a separate document.

Appendix B: PARMS Calculation Guidelines

The PARMS Calculation Guidelines document is associated with BSCP533 but is a separate document.

6. FORMS

F533/01

Data Provision Authorisation Form

To: BSC Service Desk

From: _____   Date: _____

Company Name: _____

Address: _____   Participant Id: _____

_____

Category of Data Provider	SMRA/
	Supplier/ Supplier Agent
	Data Collector
	Meter Operator Agent
	Data Aggregator*
	Delete as appropriate

Authorised Personnel:
Names:

Telephone No: _____   _____

Data submission email address: _____

These contact details are: In addition to existing contact(s) / A replacement for existing contact(s) *

Delete as appropriate

Please email BSC Service Desk.

Request for Information

To: _____

Company Name: _____

PAA

From: _____ Date: _____

Contact No: _____

Reporting Period:

From: _____ To: _____

Log Query* No: _____

* Delete as appropriate

Description/Request:

_____

_____

_____

_____

_____

_____

_____

_____

Please email information/data PAA.

Query Form

To: PAA   Date: _____

From: _____   Authorised
                                          Signature   _____

Telephone No: _____

Category of Data Provider   SMRA/Supplier/SVAA/CDCA:

Log No: _____

Description of Query:

_____

_____

_____

_____

_____

_____

_____

_____

Please send to PAA.

Query Response

To: _____   Company Name: _____

From: Performance Assurance Administrator   Signature: _____

Date: _____   Telephone No: _____

Query No: _____

Response to Query:

_____

_____

_____

_____

_____

_____

_____

_____

Supplier Validation Response (Supplier Agent submitted data)

To: BSC Service Desk

From (Supplier Name):

Date: Telephone No:

I hereby wish to confirm the following data and agree its use in PARMS techniques.

File ID (Taken from the relevant received report)	Reporting Period	Serial	Data Provider

I hereby wish to reject the following data and do not agree its use in PARMS techniques.

File ID (Taken from the relevant received report)	Reporting Period	Serial	Data Provider	Reason for rejection of Data

Please send to BSC Service Desk.

Peer Comparison Contact Authorisation Form

Email to BSC Service Desk

Authorised Contact to Receive Peer Comparison Reports

Authorised Contact Name: ……………………………………..

Organisation Name: …………………………………………….

Participant Role *(Delete as appropriate)*:

Supplier / Meter Operator Agent / Data Aggregator / Data Collector

Market Sector *(Delete as appropriate)*:

Half Hourly / Non Half Hourly ~~/   (please specify whether Supplier, HHMOA, NHHMOA, HHDA, NHHDA, HHDC, NHHDC):~~

……………………………………

Participant Id: ………………………………..

Address: …………………………………………………………..

…………………………………………………………………..

Tel: ………………………………………………………

Authorised contact Email Address: …………………………………………

This contact is: In addition to existing contact(s) / To replace existing contact(s)*

* Delete as appropriate

Peer Comparison Query Form

To: Performance Assurance Administrator

From: _____   Authorised Signature: _____

Tel: _____

Log No: _____

Description of Query:

_____

_____

_____

_____

_____

_____

_____

_____

Please Email the PAA.

_____

THIS SECTION TO BE USED BY PAA

I hereby acknowledge receipt of your query.

Name: _____   Signature: _____

Query Number assigned: _____   Date: _____

No Change to Section 7