

**Redlined Changes for P300**

**BSCP502 HALF HOURLY DATA COLLECTION FOR SVA METERING SYSTEMS REGISTERED IN SMRS (v23.0)**

Amend section 3.4.1 to read as follows:

**3.4.1 HHDC collects, validates and sends consumption data.**

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.1.1	As appropriate.	Collect <sup>21</sup> and validate HH Metered Data and check items at site.	HHDC.		Refer to Appendix 4.1, Appendix 4.2, Appendix 4.3, and where relevant Appendix 4.8.	Internal Process.
3.4.1.2	Not less than once every calendar month.	In respect of de-energised SVA MSs where communications equipment is available on site, attempt remote data collection.	HHDC.			Internal Process.
3.4.1.3	Annually.	In respect of de-energised SVA MSs which do not include communications equipment or for which the communications equipment is not functioning correctly, make a site visit to attempt data collection.	HHDC.			Internal Process.
3.4.1.4	Following visiting site and in accordance with timescales in Appendix 4.1 and 4.8.	Provide relevant reports.	HHDC.	SFIC. Supplier, MOA. Supplier, MOA and (if requested) LDSO.	Refer to Appendix 4.1 and where relevant Appendix 4.8. D0135 Report Possible Safety Problem. D0136 Report to Supplier of Possible Irregularity. D0008 Meter Advance Reconciliation Report in accordance with Appendix 4.8.	Electronic or other method, as agreed.

<sup>21</sup> The HHDC shall retrieve data from the Meter as soon as possible before historical data is overwritten.

<b>REF</b>	<b>WHEN</b>	<b>ACTION</b>	<b>FROM</b>	<b>TO</b>	<b>INFORMATION REQUIRED</b>	<b>METHOD</b>
3.4.1.5	When fault suspected with metering or communications equipment.	Investigate and report any faults detected.	HHDC.		Refer to Section 3.4.2.	Internal Process.
3.4.1.6	Within 2 WD of detecting consumption on de-energised metering or if maximum permissible energy exceeds that allowed.	Report any consumption detected on de-energised metering and escalate any occurrences where the energy recorded, for any Settlement Period, exceeds the maximum permissible on energised metering.	HHDC.	Supplier, MOA.	Refer to Appendix 4.1 D0001 Request Metering System Investigation.	Internal Process. Electronic or other method, as agreed.
3.4.1.7	When maximum permissible energy exceeds that allowed.	Send notification of action to be taken.	Supplier.	HHDC.	D0005 Instruction on Action. The HHDC will be instructed to validate the actual data or to replace the actual data with estimated successfully validated data.	Electronic or other method, as agreed.
3.4.1.8	Following 3.4.1.7.	Undertake action requested by Supplier or if no response provided by Supplier apply the rules defined in Appendix 4.1.	HHDC.			Internal Process.
3.4.1.9	If no response received from Supplier and following 3.4.1.8.	Report any occurrences where estimated consumption data used because energy recorded exceeds that allowed and Supplier has not provided an appropriate course of action.	HHDC.	BSCCo.	P0208 Estimation Due To High Energy Recorded.	Manual.
3.4.1.10	Where required.	Provide operational data or additional information where the exceptions identified in Appendix 4.2 are met.	Supplier.	HHDC.	In accordance with Appendix 4.2.	Electronic or other method, as agreed.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.1.11	When data is invalid or cannot be retrieved or if requested by Supplier to estimate consumption or if energy exceeds that allowed by more than the limit defined in 3.4.1.6.	Estimate consumption data. Send estimated consumption data report.	HHDC.	Supplier, LDSO.	Refer to Appendix 4.2. D0022 Estimated Half Hourly Data Report.	Internal Process. Electronic or other method, as agreed.
3.4.1.12	As agreed with Supplier and prior to next Volume Allocation Run and if requested by Supplier to use data following 3.4.1.7.	Validate consumption data (actual and estimated). <del>Send valid consumption data (including data for Unmetered Supplies)<sup>22</sup></del>  <u>Send valid consumption data (including data for Unmetered Supplies)<sup>25</sup></u>	HHDC <sup>23</sup> .  <u>HHDC</u>	<del>HHDA. Supplier, LDSO<sup>24</sup>.</del>  <u>HHDA.</u>	Refer to Appendix 4.1. <del>D0036 Validated Half Hourly Advances for Inclusion in Aggregated Supplier Matrix. D0036 Validated Half Hourly Advances for Inclusion in Aggregated Supplier Matrix. AND/OR D0275 Validated Half Hourly Advances.</del>  <u>D0036 Validated Half Hourly Advances for Inclusion in Aggregated Supplier Matrix.</u>	Internal Process. <del>Electronic or other method, as agreed.</del>  <u>Electronic or other method, as agreed.</u>

<sup>22</sup> ~~The HHDC shall transfer the complete active data for a SVA MSID to the HHDA to enable the Supplier to meet its obligations under the SVAA Calendar. The HHDC shall send to the HHDA: (i) for the Interim Information Volume Allocation, data for all Meter Period Values for all SVA MSIDs, which data may be actual or estimated; and (ii) for the Initial Volume Allocation and for reconciliations subsequent to Initial Volume Allocation, updates of this data where the data has changed~~

<sup>23</sup> The HHDC shall provide data for a re-run authorised and timetabled by the Panel, as required.

<sup>24</sup> ~~The dataflow(s) to be used shall be those as agreed between the sender and recipients.~~

<sup>25</sup> The HHDC shall transfer the complete active data for a SVA MSID to the HHDA to enable the Supplier to meet its obligations under the SVAA Calendar. The HHDC shall send to the HHDA: (i) for the Interim Information Volume Allocation, data for all Meter Period Values for all SVA MSIDs, which data may be actual or estimated; and (ii) for the Initial Volume Allocation and for reconciliations subsequent to Initial Volume Allocation, updates of this data where the data has changed

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
		<a href="#">Send valid consumption data (including data for Unmetered Supplies)</a>	<a href="#">HHDC.</a>	<a href="#">Supplier.</a> <sup>26</sup>	<a href="#">D0036 Validated Half Hourly Advances for Inclusion in Aggregated Supplier Matrix.</a> <a href="#">AND/OR</a> <a href="#">D0275 Validated Half Hourly Advances.</a>	<a href="#">Electronic or other method, as agreed.</a>
	<a href="#">On a monthly basis, subject to availability.</a> <sup>27</sup>	<a href="#">Send cumulative register read.</a>	<a href="#">HHDC.</a>	<a href="#">LDSO.</a>	<a href="#">For Metering Systems registered to any either Measurement Class F or G:</a> <a href="#">D0010 Meter Readings.</a>	<a href="#">Electronic or other method, as agreed.</a>
		<a href="#">Send valid consumption data (including data for Unmetered Supplies).</a>	<a href="#">HHDC.</a>	<a href="#">LDSO.</a> <sup>26</sup>	<a href="#">For Metering Systems registered to any other Measurement Class:</a> <a href="#">D0036 Validated Half Hourly Advances for Inclusion in Aggregated Supplier Matrix.</a> <a href="#">AND/OR</a> <a href="#">D0275 Validated Half Hourly Advances.</a>	<a href="#">Electronic or other method, as agreed.</a>

*Amend section 3.4.2 to read as follows:*

### **3.4.2 HHDC investigates inconsistencies.**

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.2.1	At any time, if appropriate.	Send notification of inconsistencies.	Any Participant.	Supplier. <sup>28</sup>	Details of inconsistencies (e.g. invalid data, faulty metering, invalid MTD etc.).	Electronic or other method, as agreed.

<sup>26</sup> The dataflow(s) to be used shall be those as agreed between the sender and recipients.

<sup>27</sup> HHDCs only need to send the D0010 when the HHDC has actual read data. If data cannot be obtained, then HHDC should not send estimated data to the LDSO.

<b>REF</b>	<b>WHEN</b>	<b>ACTION</b>	<b>FROM</b>	<b>TO</b>	<b>INFORMATION REQUIRED</b>	<b>METHOD</b>
3.4.2.2	Within 2 WD of 3.4.2.1 (if applicable), or as required.	Send notification of inconsistencies and request investigation. Go to 3.4.2.4.	Supplier.	HHDC.	D0001 Request Metering System Investigation.	Electronic or other method, as agreed.
3.4.2.3	If required, following data aggregation exception	Send notification of inconsistencies and request investigation.	HHDA.	HHDC, Supplier.	D0235 Half Hourly Aggregation Exception Report.	Electronic or other method, as agreed.
3.4.2.4	Within 5 WD of 3.4.2.2 or 3.4.2.3 as appropriate.	Investigate inconsistencies. Take corrective action if possible. Go to 3.4.2.5 if a MS investigation is required, 3.4.2.6 if inconsistencies have been resolved and a MS investigation was not required, or 3.4.2.10 if inconsistencies remain unresolved and a MS investigation was not required.	HHDC.			Internal Process.
3.4.2.5	Following 3.4.2.4 if a MS investigation is required.	Initiate process 3.4.3.	HHDC.			
3.4.2.6	Within 5 WD of resolution of inconsistencies, if a MS investigation was not required.	Report resolution of inconsistencies.	HHDC.	Supplier.	D0002 Fault Resolution Report or Request for Decision on Further Action.	Electronic or other method, as agreed.

<sup>28</sup> The D0001 'Request Metering System Investigation' can be used to notify the Supplier of the inconsistency if appropriate.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.2.7	If appropriate, within 5 WD of 3.4.2.6.	Report resolution of inconsistencies.	Supplier.	Relevant Participant.	As appropriate: D0002 Fault Resolution Report or Request for Decision on Further Action.  Details of resolution.	Electronic or other method, as agreed.
3.4.2.8	If appropriate, following 3.4.2.6.	If a problem has caused incorrect consumption to be recorded, estimate / correct consumption data.	HHDC. <sup>29</sup>		Refer to Appendix 4.2 if appropriate.	Internal Process.
3.4.2.9	As soon as possible following 3.4.2.8.	Send corrected data.	HHDC.  HHDC.	Supplier, LDSO.  Supplier, LDSO, HHDA.	D0022 Estimated Half Hourly Data Report. D0275 Validated Half Hourly Advances. <sup>30</sup> D0036 Validated Half Hourly Advances for Inclusion in Aggregated Supplier Matrix. <sup>30</sup>	Electronic or other method, as agreed.
3.4.2.10	As soon as possible if inconsistencies remain unresolved but a MS investigation was not required.	Report action required.	HHDC.	Supplier.	Details of action required.	Electronic or other method, as agreed.

<sup>29</sup> Where the inconsistency was identified by a Participant other than the HHDA via the D0235 'Half Hourly Aggregation Exception Report', the Supplier shall send the relevant Participant the resolution of inconsistency report within 5WD of receiving the D0002 'Fault Resolution Report or Request for Decision on Further Action'. The Supplier shall use the D0002 for this notification where the Participant initially notified the Supplier of the inconsistency via the D0001 'Request Metering System Investigation'.

<sup>30</sup> [For Measurement Classes F and G, the HHDC should not send the D0036 or D0275 to the LDSO but instead send the D0010 in accordance with the timescales and processes in 3.4.1.12 above.](#)

Amend section 3.4.3 to read as follows:

### 3.4.3 HH Metering System investigation process

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.3.1	As appropriate.	Send request to investigate MS.	HHDC.	MOA.	D0001 Request Metering System Investigation. See Appendix 4.4 for list of example circumstances where this request may be made.	Electronic or other method, as agreed.
3.4.3.2	If fault resolved within 5 WD of receipt of D0001.	Go to 3.4.3.10.	MOA.			
3.4.3.3	If fault remains unresolved 5 WD after receipt of D0001.	Send notification that the fault cannot be resolved within 5WD, and send a corresponding fault resolution plan (if required) detailing the actions that need to be taken to resolve the fault and the proposed timescales or update on proposed next steps. Request decision on further action if appropriate.	MOA.	HHDC. <sup>31</sup>	D0005 Instruction on Action. <sup>32</sup>	Electronic or other method, as agreed.
					Fault resolution plan (if required).	Fax, Email or other method, as agreed.
3.4.3.4	As soon as possible after 3.4.3.3, if appropriate.	Send decision on further action.	HHDC.	MOA.	D0005 Instruction on Action.	Electronic or other method, as agreed.
3.4.3.5	If fault resolved within 15 WD of receipt of D0001.	Go to 3.4.3.10.	MOA.			
3.4.3.6	If fault remains unresolved 15 WD after receipt of D0001.	Notify that the fault remains unresolved.	MOA.	HHDC.	D0005 Instruction on Action.	Electronic or other method, as agreed.

<sup>31</sup> The HHDC should contact and liaise with the Supplier if appropriate.

<sup>32</sup> The D0005 'Instruction on Action' should always be sent containing the high level points so that an audit trail can be maintained. For complex cases where the D0005 is not sufficient, or where requested by the HHDC, further details can be given in the fault resolution plan. In these instances the sending of the fault resolution plan should be referred to in the D0005. Any other correspondence between the Supplier, HHMOA and HHDC which is required to resolve the fault should be sent in a format and by a method agreed by those Participants involved.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.3.7	As soon as possible after 3.4.3.6.	Send update on investigation. <sup>33</sup>	HHDC.	Supplier.	Details of update.	As agreed.
3.4.3.8	Following 3.4.3.6, if and when appropriate.	Consult and / or update HHDC regarding investigation on a regular basis (as agreed) until fault resolved.	MOA.	HHDC. <sup>313127</sup>	D0005 Instruction on Action.	Electronic or other method, as agreed.
3.4.3.9	As soon as possible after 3.4.3.8.	Send update on investigation. <sup>33329</sup>	HHDC.	Supplier.	Details of update.	As agreed.
3.4.3.10	Within 5 WD of resolving fault.	Send fault resolution report and undertake any steps in process 3.3.6 which may be appropriate.	MOA.	HHDC, Supplier.	D0002 Fault Resolution Report or Request for Decision on Further Action.	Electronic or other method, as agreed.
3.4.3.11	If appropriate, at the same time as 3.4.3.10.	Send MTD, if changed or corrected.	MOA.	Supplier, HHDC, LDSO.	D0268 Half Hourly Meter Technical Details. If site is Complex refer to Appendix 4.9.	Electronic or other method, as agreed.
3.4.3.12	In accordance with timescales in Appendix 4.6.	If MTD manually intervened or there has been a key field change, prove MS.	MOA.	HHDC.	Refer to Appendix 4.6 and process 3.5.	Electronic or other method, as agreed.
3.4.3.13	If appropriate, following 3.4.3.10.	Where an investigation indicates that a fault has caused incorrect consumption to be recorded, estimate / correct consumption data.	HHDC.		Refer to Appendix 4.2 if appropriate.	Internal Process.
3.4.3.14	As soon as possible following 3.4.3.13.	Send corrected data.	HHDC.  HHDC.	Supplier, LDSO.  Supplier, LDSO, HHDA.	D0022 Estimated Half Hourly Data Report. D0275 Validated Half Hourly Advances. <sup>30</sup> D0036 Validated Half Hourly Advances for Inclusion in Aggregated Supplier Matrix. <sup>30</sup>	Electronic or other method, as agreed.

<sup>33</sup> The Supplier and HHDC should agree whether this will be via normal weekly or monthly reporting, or by a specific report