4.3 CP Form

Change Proposal – BSCP40/02	**CP No:**1497 *Version No:* *(mandatory by BSCCo)*

Title (mandatory by originator)

Introduction of data flows for Half Hourly Meter Operator Agents to pass on Commissioning information when there is a Change of Agent

Description of Problem/Issue (mandatory by originator)

Code of Practice 4 (CoP4), 'The Calibration, Testing and Commissioning Requirements of Metering Equipment for Settlement Purposes', sets out the requirements for the Commissioning of Metering Systems. It also details obligations for the communication of Commissioning between the Licenced Distribution Network Operators (LDSOs) and Meter Operator Agents (MOAs), and of the status of the Metering System between Registrants and their MOAs.

Where the measurement transformers are owned by a Balancing and Settlement Code (BSC) Party[1], that Party is responsible for the Commissioning of Metering Equipment up to and including the testing facilities. Where measurement transformers are not owned by a BSC Party, Commissioning is the Registrant's responsibility via their appointed MOA.

The Registrant has the overarching responsibility to ensure Commissioning is completed. However it delegates its Commissioning responsibilities to its MOA. The MOA will in all cases perform the Commissioning of its own equipment and ensure that the complete Metering System complies with the requirements of the applicable CoPs, including the assessment of overall accuracy.

Where a Party is responsible for Commissioning of measurement transformers, CoP4 requires that they prepare, and make available to the appointed MOA, complete and accurate Commissioning records in relation to these obligations. To achieve these obligations set out by CoP4, LDSOs send their Commissioning records and calibration certificates to the MOAs via email. The MOAs contact their Suppliers by email to notify them of the Commissioning status. This will note that there is either a gap in the process that has prevented the complete Commissioning process (missing records from the LDSO or no physical Commissioning was possible) or that it has been fully completed.

The issue is that the passing of information by email is both time consuming and labour intensive; it is difficult to track and audit for both completion of the process and compliance with BSC Section L 'Metering'. Additionally, it presents a secure method of passing confidential information.

[1] Normally a Licensed Distribution System Operator (LDSO), Embedded DSO or Transmission System Operator (TSO).

Change of Agent

The current Change of Agent (CoA) process in BSCP514 'SVA Meter Operations For Metering Systems Registered in SMRS' does not provide any way to transfer Commissioning information between old and new Suppliers and their Agents. The only option is to pass this information by email that runs the risk of Commissioning information not being passed on.

If a CoA event happens before the complete Commissioning process has taken place, there is no mechanism for the new MOA to know what work may need to be carried out upon adoption.

If there is a concurrent change of Supplier (CoS) as well as the CoA, there is no mechanism for the Supplier to be informed of the Commissioning status of the relevant Metering System. The Registrant has an overall obligation for ensuring the Metering System is compliant with the relevant CoP so they would not know if they need to take any action to resolve any issues that have occurred during the Commissioning process.

Change Proposal (CP) 1496 'Introduction of two data flows for the Commissioning process (implemented with P283[2]) for Half Hourly (HH) Supplier Volume Allocation (SVA) Current Transformer (CT) operated Metering Systems' has been raised in parallel with this CP to introduce a set of dataflows to facilitate the communication of Commissioning information between the relevant Party or Agent for the new connections process.

Proposed Solution (mandatory by originator)

CP1497 will introduce the use of the same set of Commissioning dataflows as detailed in CP1496[3]. These dataflows are firstly used in the new connection process for the LDSO, MOA and Supplier to complete the Commissioning process. However this CP relates to the CoA process following the new connection process. Furthermore this CP will facilitate the passing of Commissioning information when there is a CoA.

The introduction of these dataflows will enable a more efficient way for the passing of Commissioning information from the old MOA to the new MOA. Additionally this will enable the old MOA to advise the new MOA and/or Supplier of any defects or omissions to the process that arose during the Commissioning process, prior to the CoA (or concurrent change of Supplier) taking place.

The two dataflows for this solution will address scenarios within the CoA and concurrent change of Supplier and CoA for four different scenarios:

- Scenario 1: All Commissioning completed and all information available for when there is a CoA.
- Scenario 2: Measurement transformer Commissioning information is available but the MOA was not able to complete the Commissioning process before the CoA took place.

[2] P283 'Reinforcing the Commissioning of Metering Equipment Processes'

[3] The first dataflow ('DAXX Notification of Commissioning information') will be used by the Party to inform the MOA of measurement transformer Commissioning. It will also be used for the MOA to complete internally when they have performed their own Commissioning to create a complete Metering System record of Commissioning information.
The second dataflow ('DBXX Notification of Commissioning status') will be used for the MOA to communicate gaps or errors in the process to the Registrant and for the Registrant to send instructions to the LDSO or MOA to rectify any gap in the process.

Information will be sent from the old MOA to the new MOA and from the new MOA to the Supplier.

- Scenario 3: Measurement transformer Commissioning information is not available because it had not been received by the old MOA before the CoA took place. The MOA work has also not been completed in this scenario. Information will be sent from the old MOA to the new MOA and from the new MOA to the Supplier.

- Scenario 4: Measurement transformer Commissioning information is not available because it had not been received by the old MOA before the CoA took place. The MOA Meter Commissioning has been done (but overall accuracy has not because the measurement transformer information has not been received. Information will be sent from the old MOA to the new MOA and from the new MOA to the Supplier.

BSCP514 sections 5.2.1, 5.2.4 and 5.2.5 will be revised to include the dataflows to enable the passing of Commissioning information. There are additional steps added to the current processes for Change of Half Hourly (HH) MOA (no change of Metering System or change of Supplier) and Concurrent Change of Supplier and HHMOA (no change to Metering System).

Justification for Change (mandatory by originator)

During the P283 Technical Assurance Performance Assurance Parties (TAPAP) checks that were performed in 2016, feedback from industry (this included responses from LSDOs, MOAs and Suppliers) indicated that a dataflow would make fulfilling Commissioning obligations in the new connection process more efficient. Two recommendations that came from the TAPAP check were made:

- The first recommendation was to introduce timescales into BSCP514 and BSCP515 'Licensed Distribution'. This was introduced with the implementation of CP1458 'Introduction of timescales for the P283 Commissioning process for SVA CT operated Metering Systems' in November 2016.

- The second recommendation was the creation of a set of dataflows to facilitate the communications of Commissioning between Parties and their Agents. This is being addressed as part of CP1496.

The introduction of the new dataflows will provide a clear and robust process, with achievable timescales, for the exchange of information relating to Commissioning of Metering Systems for new connections. It will also bring the passing of information by dataflow into line with how other information is shared

Five Workgroup meetings have been held by ELEXON and attended by LDSOs, embedded Distribution System Operators (DSOs), MOAs and Suppliers to help develop this solution. These Workgroups were held in conjunction with discussions had by the Master Registration Agreement (MRA) Issue Resolution Expert Group members and the BSC Performance Assurance Board.

To which section of the Code does the CP relate, and does the CP facilitate the current provisions of the Code? (mandatory by originator)

Section L 'Metering'

Section S 'Supplier Volume Allocation'
Estimated Implementation Costs (mandatory by BSCCo) £240 (one ELEXON working day) to implement the relevant document changes.
Configurable Items Affected by Proposed Solution(s) (mandatory by originator) BSCP514 'SVA Meter Operations For Metering Systems Registered in SMRS' SVA Data Catalogue Volume 1: Data Interfaces
Impact on Core Industry Documents or System Operator-Transmission Owner Code (mandatory by originator) None
Related Changes and/or Projects (mandatory by BSCCo) This CP has been raised alongside CP1495 and CP1496 which are also concerned with amendments to the Commissioning Process. This change is related to Master Registration Agreement Service Company (MRASCo)'s DTC CP 3522.
Requested Implementation Date (mandatory by originator) **28 June 2018** as part of the June 2018 Release.
Reason: This is the next available BSC Release that can include this CP and will align with the implementation of CP1497.
Version History (mandatory by BSCCo) Version 1.0 will be issued on 6 November 2017.
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Date: 16 October 2017

Attachments: **Y**

BSCP514 – draft redlining v0.1 *(17 pages)*

SVA Data Catalogue – draft redlining v0.1 *(1 page)*