

Redlined BSCP40 for P301 ‘Replacement of National Consumer Council by Citizens Advice and Citizens Advice Scotland’

P301 proposes changes to BSCP40 Sections 1.2, 2.2 and 4.9

We have redlined these changes against Version 12.0.

Section 1.1 – no changes

Amend Section 1.2 as follows;

1.2 Main Users of the Procedure and their Responsibilities

The main users of this procedure are:

- *BSCCo* - manages the change process.
- *BSC Panel*.
- *BSC Change Administrator (BCA)* - nominated by BSC Parties to interface with BSCCo on all change issues.
- *Citizens Advice and Citizens Advice Scotland~~National Consumer Council~~*
- *Market Index Data Provider (MIDP)*.
- *Panel Committee* - controls all changes to Configurable Items, apart from modifications to the BSC.
- *Party Agent Change Administrator (PACA)* - nominated by a Qualified Party Agent, or an applicant for Qualification, to interface with BSCCo on all change issues. (For the purposes of this procedure, Party Agents are defined as those service providers defined in Section J of the BSC as requiring Qualification. (Note that PACAs **cannot** raise DCPs or CPs in their own right, but could ask a Party to raise them on their behalf.)
- *Such other bodies representative of interested third parties as may be designated in writing for this purpose by the Authority from time to time.*

BCA/PACA participation in the Change Management of Configurable Items

BCAs and PACAs are invited to comment on amendments to Configurable Items during the change management process:

Draft Change Proposal Consultation

During the change management process, Draft CPs may be issued as part of the agreed timetabled Change Proposal Circular to BCAs/PACAs for consultation. For more information on this process, please see section 3.2 of this procedure.

CP Impact Assessment

During the change management process, CPs will be sent to BCAs/PACAs as part of the agreed timetabled Change Proposal Circular, detailing the issue and solution for Impact Assessment. BCAs/PACAs are invited to comment on CPs and their attachments and, where relevant, review associated draft redline changes. BCAs/PACAs will be expected to comment on support for the

CP, detail impacts of the CP, provide implementation notification timescales and agree the proposed Implementation Date (if they do not, they will be asked to provide an alternative Implementation Date). The timetable for BCA/PACA CP Impact Assessment is available on the BSCCo Website. For more information on this process, please see section 3.4 of this procedure.

Panel Committee Approval of Change Proposals

Once the appropriate Panel Committee has approved a Change Proposal, and associated redlined text, the CP becomes final and no further versions of the CP, or amendments to the redline text, can be produced without the raising of a separate Change Proposal.

Section 1.3 – 1.5 no changes proposed

Amend Section 2.2 as follows

2.2 List of Definitions

The following is a list of definitions used in this BSCP:

- Baseline – for the purposes of this procedure, this is defined to be a logical grouping of all Configurable Items, with the live, operational version numbers on the implementation of one or more changes.
- BSC Change Administrator (BCA) – individual nominated by BSC Parties to be responsible for interfacing with BSCCo on all change issues.
- BSCCo - functional responsibility for the purpose of managing the change process in accordance with the BSC and this BSC Procedure.
- BCA Register - details of all registered BCAs maintained by BSCCo. It is used for the purpose of distributing to, and receiving change information from, BCAs.
- Category 1 Configurable Item – the following are examples of Category 1 Configurable Items:
 - Balancing and Settlement Code Procedures (BSCPs);
 - Party Service Line100;
 - Codes of Practice;
 - Business Definition Documents (encompassing Data Catalogues, the Reporting Catalogues, the Communication Requirements Document);
 - Interface Design Documents; and
 - Descriptions of physical interfaces in Settlement Software Documentation.
- Category 2 Configurable Item – the following are examples of Category 2 Configurable Items:

- Market Index Definition Statement;
 - Service Descriptions;
 - SVA software documentation; and
 - User Requirements Specifications.¹
- Change Submission Deadline – the date by which the Change must be submitted.
 - Change Proposal (CP) - a proposal to amend a BSC subsidiary document, a Configurable Item, that contains a single detailed solution and associated redline text where affecting Category 1 Configurable Items. A CP can be raised by BSCCo, a BSC Agent², a Party, ~~National Consumer Council~~Citizens Advice, Citizens Advice Scotland, the BSC Panel or one of its Committees or such other bodies representative of interested third parties as may be designated by the Authority from time to time.
 - Change Proposal Circular (CPC) - communication sent by BSCCo to BCAs and PACAs as appropriate when communicating BSCCo change information.
 - Change Register – a document which contains up-to-date information for each Change Proposal, including the name and organisation of the proposer, the date the Change Proposal was raised, the title and brief description of the Change Proposal, and the current status of the Change Proposal.
 - Configurable Item – all subsidiary documents to the BSC and any other product as agreed by BSCCo to be changed in accordance with this procedure.
 - Core Industry Documents – a suite of documents set out in the Transmission Licence.
 - CP Impact Assessment – BCA / PACA / BSC Agent assessment of a CP. This involves assessing the suitability of the solution, the lead time required for implementation and commenting on whether or not the change should be made.
 - Draft Change Proposal (DCP) - a proposal to amend a Code Subsidiary Document, a Configurable Item or an associated product that contains one or more proposed solution(s). DCPs can be issued to participants for consultation to obtain views, comments and narrow down solutions before a CP is raised. A DCP can be raised by BSCCo, a BSC Agent³, a Party, ~~National Consumer Council~~Citizens Advice, Citizens Advice Scotland, the BSC Panel, or one of its Committees, or such other bodies representative of interested third parties as may be designated by the Authority from time to time.
 - DCP Consultation – BCA / PACA / BSC Agent assessment of a DCP. This involves providing comments and views on the DCP.
 - Effective Date - the Calendar Day on which a revised Configurable Item becomes effective.

¹ Note that this is not an exhaustive list of Category 2 Configurable Items and should be treated as being for illustrative purposes only.

² Proposals raised by BSC Agents will only be validated and logged as a CP with BSCCo's consent.

³ Proposals raised by BSC Agents will only be validated and logged as a DCP with BSCCo's consent.

- Emergency Fix - an urgent correction to one or more Configurable Items to correct an existing serious operational problem with the Balancing and Settlement Arrangements, for which there is no known workaround, that is causing loss of availability, loss of data integrity, an irretrievable data quality issue or significant degradation of performance. It can only be performed with the authorisation of the Chief Executive, or other persons to whom the Chief Executive has given express delegated authority (i.e. an 'authorised person'), and is carried out in accordance with section 3.7.
- Housekeeping CP – a Change Proposal which, if approved, would result in a Housekeeping Change to one or more Configurable Items in the Baseline Statement⁴. Housekeeping CPs will be published on the BSC Website and require Committee approval.
- Housekeeping Change – involves the correction of manifest errors, minor errors and inconsistencies, including typographical errors (e.g. punctuation errors, spelling mistakes, incorrect font, incorrect capitalisation) incorrect cross-referencing, and the removal of redundant text.
- Implementation Date – the calendar date on which a new release of a Configurable Item is used for the purposes of implementation of the Code.
- Market Index Data Provider (MIDP) – particular entity which is responsible for making available Market Index Data in respect of each Settlement Period as defined in the BSC.
- Market Index Definition Statement (MIDS) – a statement which is approved by the Authority detailing each MIDP's methodology statement and Individual Liquidity Threshold, as defined in the BSC.
- Master Registration Agreement (MRA) BCA – the individual, nominated to interface with BSCCo on all change issues by the MRA Service Company.
- Modification Proposal (MP) – proposal of a modification to the BSC.
- MRA Service Company (MRASCo) – for the purposes of this document, this is considered to be the organisation that manages change to the MRA and the Data Transfer Catalogue (DTC).
- Originating BCA - Any registered BCA who raises an issue, DCP or CP.
- PACA Register – details of all registered PACAs, maintained by BSCCo. It is used for the purpose of distributing to, and receiving change information from, PACAs.
- Panel Committee – a committee established by the BSC Panel with delegated authority for changes to Code Subsidiary Documents and associated products.
- Party Agent Change Administrator (PACA) – individual nominated by a Qualified Party Agent, or an applicant for Qualification, in accordance with section 3.11. The

⁴ The relevant Panel Committee will decide whether a CP should be progressed as a Housekeeping CP.

nominated PACA will be responsible for interfacing with BSCCo on all change issues.

- Project - discrete set of activities which will implement changes and/or correct errors by amending one or more of the Configurable Items. Projects may be established under the auspices of the BSC Panel or by BSCCo in accordance with the IS Policies.
- Qualification Service Provider - the organisation contracted by BSCCo to perform the duties set out in BSCP537.
- Release Strategy – a strategy, agreed by the BSC Panel, for the delivery of changes to the BSC Systems as a result of approved modifications and changes.
- Transmission Company BCA – the individual, nominated to interface with BSCCo on all change issues.

All other terms are as defined in the Balancing and Settlement Code.

Section 3- Section 4.8 no changes proposed

Amend Section 4.9 as follows;

4.9. BCA Registration Form

BCA Registration Form - BSCP40/05		<i>[Mandatory by applicant]</i>			
Part A – Categorisation (mandatory completion by Applicant)					
<input type="checkbox"/>	Generator	<input type="checkbox"/>	Core Industry Document Owner	<input type="checkbox"/>	Non-Physical Trading Party
<input type="checkbox"/>	Supplier	<input type="checkbox"/>	BSC Agent	<input type="checkbox"/>	MRASCo
<input type="checkbox"/>	BSC Auditor	<input type="checkbox"/>	Interconnector User	<input type="checkbox"/>	Transmission Company
<input type="checkbox"/>	Distribution Business	<input type="checkbox"/>	<u>Citizens Advice</u> <u>National Consumer Council</u>	<input type="checkbox"/>	<u>Citizens Advice Scotland</u> <u>Other</u>
<input type="checkbox"/>	<u>Other</u>				
Part B - Nominated BCA Details (completed by applicant)					
NameOrganisation.....Position.....					
Telephone Number.....Fax Number.....					
Email Address.....					
Part C - Authorisation (completed by Senior Manager in applicant Organisation)					
Name.....Organisation.....					
Telephone Number.....Fax Number.....					
Signature.....Date.....					

Section 4.10 to end of document – no changes proposed