



## **Redlined BSCP514 text for CP1475 'Remove obligation to re-date final NHH Meter readings on CoMC'**

This CP proposes changes to:

- section 7.1 (specifically to delete section 7.1.19, and renumber subsequent sections); and
- section 7.2 (specifically to delete section 7.2.18, and renumber subsequent sections).

In addition, we have included a housekeeping change to section 6.2.1.9.

We have redlined these changes against Version 31.0.

**There is no impact on any other part of this document for this CP.**

Amend section 6.2.1.9 as follows:

## 6.2.1 Change of NHHMOA (No change of Metering System or Change of Supplier)

| REF     | WHEN   | ACTION  | FROM           | TO                 | INFORMATION REQUIRED   | METHOD                                 |
|---------|--|---|----------------|--------------------|--|--|
| 6.2.1.1 | As required  | Send appointment.   | Supplier       | New NHHMOA         | D0155 Notification of Meter Operator or Data Collector Appointment and Terms.                                  | Electronic or other method, as agreed. |
| 6.2.1.2 | If appointment rejected and within 10 WD of 6.2.1.1          | Send notification of rejection of appointment including the reason why the request has been rejected. | New NHHMOA     | Supplier           | D0261 Rejection of Agent Appointment.<br>(Go to 6.2.1.1 if required)   | Electronic or other method, as agreed. |
| 6.2.1.3 | If appointment accepted and within 10 WD of 6.2.1.1          | Send notification of acceptance of appointment.   | New NHHMOA     | Supplier           | D0011 Agreement of Contractual Terms.  | Electronic or other method, as agreed. |
| 6.2.1.4 | Within 5 WD of 6.2.1.3                                       | Send de-appointment.  | Supplier       | Current NHHMOA     | D0151 Termination of Appointment or Contract by Supplier.  | Electronic or other method, as agreed. |
| 6.2.1.5 | If de-appointment accepted and within 5 WD of 6.2.1.4        | Send notification of de-appointment.  | Current NHHMOA | MAP                | D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP.    | Electronic or other method, as agreed. |
| 6.2.1.6 | If de-appointment rejected and within 5 WD of 6.2.1.4        | Send notification of rejection of de-appointment.   | Current NHHMOA | Supplier           | Note that rejection of de-appointment shall only occur if the current NHHMOA has a contract with the customer. | Electronic or other method, as agreed. |
| 6.2.1.7 | Between 5 WDError! Bookmark not defined. and 10WD of 6.2.1.4 | Send notification of NHHMOA appointment / de-appointment.   | Supplier       | New NHHMOA / NHHDC | D0148 Notification of Change to Other Parties.<br>D0302 Notification of Customer Details.                      | Electronic or other method, as agreed. |

| REF      | WHEN  | ACTION   | FROM  | TO   | INFORMATION REQUIRED   | METHOD                                 |
|----------|---|--|---|--|--|--|
| 6.2.1.8  | Within 2 WD of 6.2.1.7                                  | Instruct current NHHMOA to send MTD to new NHHMOA. | Supplier  | Current NHHMOA   | D0170 Request for Metering System Related Details.   | Electronic or other method, as agreed. |
| 6.2.1.9  | Within 5 WD of 6.2.1.7 <sup>48</sup>                    | Send MTD <sup>50</sup> .                           | Current NHHMOA<br><b>Error! Bookmark not defined.</b> | New NHHMOA<br><b>Error! Bookmark not defined.</b>          | D0149 Notification of Mapping Details.<br>D0150 Non-Half Hourly Meter Technical Details. <sup>51 52</sup><br>D0313 Auxiliary Meter Technical Details (in accordance with Appendix 9.3)   | Electronic or other method, as agreed. |
| 6.2.1.10 | Within 5 WD of 6.2.1.9                                  | Send MTD.<br><br>Send notification of appointment. | New NHHMOA  | Supplier / NHHDC / LDSO<br><br>Supplier / NHHDC<br><br>MAP | D0149 Notification of Mapping Details.<br>D0150 Non-Half Hourly Meter Technical Details.<br>D0313 Auxiliary Meter Technical Details (in accordance with Appendix 9.3)<br>D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP. | Electronic or other method, as agreed. |
| 6.2.1.11 | Optional, but if followed then within 10 WD of 6.2.1.10 | Send the relevant Meter information changes.       | New NHHMOA  | ECOES  | D0312 Notification of Meter Information to ECOES.  | Electronic or other method, as agreed. |

<sup>50</sup> The current NHHMOA will send the Meter Technical Details on receipt of a D0170 data flow, irrespective of whether a D0151 'Termination of Appointment or Contract by Supplier' data flow has been received from the Supplier. Where no D0151 data flow has been received, the de-appointment date can be derived from the 'Date Action Required By' (J0028) data item on the D0170 data flow.

<sup>51</sup> If MTD are not received within 12 WD of new NHHMOA appointment, new NHHMOA to request the current NHHMOA to send MTD using the D0170 Request for Metering System Related Details and report this to the Supplier.

<sup>52</sup> The NHHMOA will send the D0150 Non Half-hourly Technical Details to the relevant parties in all cases, even when no Meter is present.

Amend section 7.1 as follows:

## 7.1 Change of Measurement Class from NHH to HH Metering System<sup>71 72</sup>

The Supplier should make all agents aware of the planned Change of Measurement Class (CoMC) in advance of any formal appointment and de-appointment processes. This is to ensure that the appointment and de-appointment dates align with the date of the site visit, where such a visit is required.

| REF   | WHEN   | ACTION  | FROM     | TO       | INFORMATION REQUIRED  | METHOD                                 |
|-------|--|---|----------|----------|---|--|
| 7.1.1 | As required                                      | Send appointment.<br><br>The Supplier will appoint the HHMOA with effect from the planned date of the CoMC. The Supplier will use a formal appointment flow (D0155) or notify the HHMOA by other means. The Supplier will send a further appointment flow after the CoMC with the actual appointment date, where different or where a formal D0155 was not previously sent. | Supplier | HHMOA    | D0155 Notification of New Meter Operator or Data Collector Appointment and Terms. | Electronic or other method, as agreed. |
| 7.1.2 | If appointment rejected and within 5 WD of 7.1.1 | Send notification of rejection of appointment including the reason why the request has been rejected.<br><br>Where a formal appointment flow (D0155) has not been used in 7.1.1, the HHMOA will notify the Rejection of Agent Appointment by means other than a D0261.  | HHMOA    | Supplier | D0261 Rejection of Agent Appointment.<br><br>(Go to 7.1.1 if required)            | Electronic or other method, as agreed. |

<sup>71</sup> Should any participant experience any problems whilst carrying out the CoMC process, these should be reported to the Supplier and the Supplier should resolve as appropriate.

<sup>72</sup> Note that the Change of Meter shall not occur until on or after the SSD.

| REF   | WHEN  | ACTION  | FROM           | TO           | INFORMATION REQUIRED  | METHOD                                 |
|-------|---|---|----------------|--------------|---|--|
| 7.1.3 | If appointment accepted and within 5 WD of 7.1.1                    | Send notification of acceptance of appointment. Where a formal appointment flow (D0155) has not been used in 7.1.1, the HHMOA will notify the Agreement of Contractual Terms by means other than a D0011.   | HHMOA          | Supplier     | D0011 Agreement of Contractual Terms.   | Electronic or other method, as agreed. |
| 7.1.4 | Within 5 WD of 7.1.3  | Send notification of termination of appointment.<br><br>To avoid having to send a second notification if the CoMC doesn't take place on the planned date, the Supplier may delay a formal notification until the CoMC date is firm or the CoMC has taken place. | Supplier       | NHHMOA       | D0151 Termination of Appointment or Contract by Supplier. <sup>73</sup>   | Electronic or other method, as agreed. |
| 7.1.5 | If de-appointment accepted and within 5 WD of 7.1.4                 | Send notification of de-appointment.  | NHHMOA         | MAP          | D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP.                           | Electronic or other method, as agreed. |
| 7.1.6 | Within 5 WD of 7.1.4  | Send notification of rejection of de-appointment.   | Current NHHMOA | Supplier     | Note that rejection of de-appointment shall only occur if the current NHHMOA has a contract with the customer.                        | Electronic or other method, as agreed. |
| 7.1.7 | Between 5 WD <b>Error! Bookmark not defined.</b> and 10 WD of 7.1.4 | Send notification of appointment, de-appointment and associated Agent details.  | Supplier       | HHDC / HHMOA | D0148 Notification of Change to Other Parties.<br><br>D0289 Notification of MC/EAC/PC.<br><br>D0302 Notification of Customer Details. | Electronic or other method, as agreed. |

<sup>73</sup> The Supplier shall indicate in the D0151 via the 'Termination Reason' field that this is a CoMC.

| REF    | WHEN   | ACTION  | FROM                               | TO                                | INFORMATION REQUIRED  | METHOD                                 |
|--------|--|---|------------------------------------|-----------------------------------|---|--|
| 7.1.8  | Following 7.1.3 and at least 12 WDError! Bookmark not defined. prior to date of CoMC | Request HH MS functionality. <sup>74</sup>  | Supplier                           | HHMOAError! Bookmark not defined. | D0142 Request for Installation or Changes to a Metering System Functionality or the Removal of all Meters.  | Electronic or other method, as agreed. |
| 7.1.9  | Within 2 WD of 7.1.8   | Request Site Technical Details.   | HHMOA                              | LDSO                              | D0170 Request for Metering System Related Details.  | Electronic or other method, as agreed  |
| 7.1.10 | Within 5 WD of 7.1.9   | Send Site Technical Details.  | LDSOError! Bookmark not defined.   | HHMOA                             | D0215 Provision of Site Technical Details.  | Electronic or other method, as agreed. |
| 7.1.11 | Once the CoMC date is firm   | Send notification of termination of appointment (if not formally de-appointed in 7.1.4 or date of planned CoMC has changed) | Supplier                           | NHHMOA                            | D0151 Termination of Appointment or Contract by Supplier  | Electronic or other method, as agreed  |
| 7.1.12 | Within 2 WD of 7.1.8   | Instruct NHHMOA to send MTD to HHMOA.   | Supplier                           | NHHMOA                            | D0170 Request for Metering System Related Details.  | Electronic or other method, as agreed. |
| 7.1.13 | Within 10 WD of 7.1.12   | Send MTD, including the commissioning details.  | NHHMOAError! Bookmark not defined. | HHMOA                             | D0149 Notification of Mapping Details.<br>D0150 Non-Half Hourly Meter Technical Details.<br>D0313 Auxiliary Meter Technical Details (in accordance with Appendix 9.3)<br>Commissioning details. | Electronic or other method, as agreed. |

<sup>74</sup> The HHMOA shall decide whether to replace the MS or upgrade the NHH MS to a HH MS (where current MS has both HH and NHH capabilities).

| REF    | WHEN  | ACTION  | FROM  | TO                     | INFORMATION REQUIRED   | METHOD                                 |
|--------|---|---|-------|------------------------|--|--|
| 7.1.14 | On the date requested or agreed in 7.1.8, subject to the completion of steps 7.1.9-7.1.13 | Note final NHH Meter register reading, if available from NHH MS.<br><br>Install HH MS <sup>75</sup> or invoke HH capabilities in existing NHH MS (where current MS has both HH and NHH capabilities).<br>Commission and energise HH MS, if not already commissioned and energised.<br><br>Note initial HH Meter register reading. | HHMOA |                        |  | Internal Process.                      |
| 7.1.15 | If HH MS cannot be installed or energised, as soon as possible and within 5 WD of 7.1.14  | Inform Supplier.  | HHMOA | Supplier               | D0221 Notification of Failure to Install or Energise Metering System.  | Electronic or other method, as agreed. |
| 7.1.16 | Within 5 WD of 7.1.14   | Send MTD and initial HH Meter register reading. The initial register reading should include the time as well as the date of the reading. This will allow the HHDC to estimate zero for Settlement Periods prior to the meter replacement/re-configuration.  | HHMOA | Supplier / HHDC / LDSO | D0268 Half Hourly Meter Technical Details.<br><br>If site is Complex, send Complex Site Supplementary Information Form. Refer to Appendix 8.4 Guide to Complex Sites.<br><br>D0010 Meter Readings. | Electronic or other method, as agreed. |
| 7.1.17 | In accordance with timescales in Appendix 8.3.5.  | Prove MS.   | HHMOA | HHDC                   | Refer to Appendix 8.3.5.   | Electronic or other method, as agreed. |

<sup>75</sup> The Supplier shall provide the HHMOA with the relevant details of the NHH meter where the NHH meter is to be removed by the HHMOA. Where the NHH meter is being removed by the HHMOA, the HHMOA shall agree an appropriate method for the return of the meter with the NHHMOA.

| REF                          | WHEN   | ACTION  | FROM              | TO  | INFORMATION REQUIRED  | METHOD                                 |
|------------------------------|--|---|-------------------|---|---|--|
| 7.1.18                       | Within 5 WD of 7.1.14  | Send final NHH Meter register reading or notification that Meter reading not obtainable and that this is a CoMC.  | HHMOA             | NHHMOA  | D0010 Meter Readings or D0002 Fault Resolution Report or Request for Decision on Further Action.  | Electronic or other method, as agreed. |
| <del>7.1.19</del>            | <del>Following 7.1.18</del>  | <del>Re-date Meter register reading to ETSD (MOA), set time of reading to midnight and map onto Meter registers.</del>  | <del>NHHMOA</del> |   |   | <del>Internal Process.</del>           |
| 7.1. <del>20</del> <u>19</u> | Within 10 WD of 7.1.18   | Send final NHH Meter register reading <sup>76</sup> or notification that Meter register reading not obtainable and that this is a CoMC.<br><br>Notification of Meter removal (or that Meter is no longer NHH)<br><br>Notification of Meter removal (or that Meter is no longer NHH) | NHHMOA            | NHHDC<br><br>Supplier / NHHDC /LDSO<br><br>MAP of old Meter | D0010 Meter Readings or D0002 Fault Resolution Report or Request for Decision on Further Action.<br><br>D0150 Non-Half Hourly Meter Technical Details.<br><br>D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP. | Electronic or other method, as agreed. |
| 7.1. <del>21</del> <u>20</u> | Within 10 WD of 7.1.18   | Send the relevant Meter information changes.  | NHHMOA            | ECOES   | D0312 Notification of Meter Information to ECOES.   | Electronic or other method as agreed.  |
| 7.1. <del>22</del> <u>21</u> | If no Meter register reading received by 15 WD after the CoMC and if required. | Request final Meter register reading  | Current NHHDC     | NHHMOA, Supplier  |   | Post / Fax / Email                     |
| 7.1. <del>23</del> <u>22</u> | Within 10 WD of 7.1. <del>22</del> <u>21</u>                                   | Send final Meter register reading   | NHHMOA / Supplier | Current NHHDC   | D0010 Meter Readings  | Electronic or other method, as agreed  |

<sup>76</sup> The outgoing MOA shall be entitled to use customer own reads or readings provided by the outgoing Non Half Hourly Data Collector for the final Meter readings.

Amend section 7.2 as follows:

## 7.2 Coincident Change of Measurement Class from NHH to HH Metering System and Change of Supplier<sup>72</sup>

The New Supplier should make its prospective HH agents aware of the planned Change of Measurement Class (CoMC) in advance of registering in SMRS and should ensure that the new HH agents will accept the appointment. The New Supplier should also confirm the intended CoMC date with the HHMOA (and customer). A coincident CoMC and Change of Supplier process may be infeasible, unless a HH capable Meter is already installed and a site visit is not required.

| REF   | WHEN   | ACTION  | FROM             | TO           | INFORMATION REQUIRED  | METHOD                                 |
|-------|--|---|------------------|--------------|---|--|
| 7.2.1 | As required  | Send appointment.   | New Supplier     | HHMOA        | D0155 Notification of New Meter Operator or Data Collector Appointment and Terms.                           | Electronic or other method, as agreed. |
| 7.2.2 | If appointment rejected and within 5 WD of 7.2.1                             | Send notification of rejection of appointment including the reason why the request has been rejected. | HHMOA            | New Supplier | D0261 Rejection of Agent Appointment.<br>(Go to 7.2.1 if required)  | Electronic or other method, as agreed. |
| 7.2.3 | If appointment accepted and within 5 WD of 7.2.1                             | Send notification of acceptance of appointment.   | HHMOA            | New Supplier | D0011 Agreement of Contractual Terms.   | Electronic or other method, as agreed. |
| 7.2.4 | Within 5WD of notification from SMRS or by last date of Supplier Appointment | Send notification of termination of appointment.  | Current Supplier | NHHMOA       | D0151 Termination of Appointment or Contract by Supplier. <sup>77</sup>                                     | Electronic or other method, as agreed. |
| 7.2.5 | If de-appointment accepted and within 5 WD of 7.2.4                          | Send notification of de-appointment.  | NHHMOA           | MAP          | D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP. | Electronic or other method, as agreed. |

<sup>77</sup> The Supplier shall indicate in the D0151 the reason for termination in the Additional Information field.

| REF    | WHEN   | ACTION   | FROM                                    | TO                                       | INFORMATION REQUIRED  | METHOD                                 |
|--------|--|--|---|--|---|--|
| 7.2.6  | If de-appointment rejected and within 5 WD of 7.2.4      | Send notification of rejection of de-appointment.                              | NHHMOA                                  | Supplier                                 | Note that rejection of de-appointment shall only occur if the current NHHMOA has a contract with the customer.                | Electronic or other method, as agreed. |
| 7.2.7  | Within 5 WD of 7.2.3                                     | Send notification of appointment, de-appointment and associated Agent details. | New Supplier                            | HHDC / HHMOA                             | D0148 Notification of Change to Other Parties.<br>D0289 Notification of MC/EAC/PC.<br>D0302 Notification of Customer Details. | Electronic or other method, as agreed. |
| 7.2.8  | Following 7.2.3 and at least 12 WD prior to date of CoMC | Request HH MS functionality. <sup>74</sup>                                     | New Supplier                            | <b>HHMOAError! Bookmark not defined.</b> | D0142 Request for Installation or Changes to a Metering System Functionality or the Removal of all Meters.                    | Electronic or other method, as agreed. |
| 7.2.9  | Within 2 WD of 7.2.8                                     | Request Site Technical Details.  | HHMOA                                   | LDSO                                     | D0170 Request for Metering System Related Details.  | Electronic or other method, as agreed. |
| 7.2.10 | Within 5 WD of 7.2.9                                     | Send Site Technical Details.   | <b>LDSOError! Bookmark not defined.</b> | HHMOA                                    | D0215 Provision of Site Technical Details.  | Electronic or other method, as agreed. |
| 7.2.11 | Within 2 WD of 7.2.7                                     | Request MTD.   | HHMOA                                   | NHHMOA                                   | D0170 Request for Metering System Related Details.  | Electronic or other method, as agreed. |

| REF    | WHEN  | ACTION  | FROM                               | TO           | INFORMATION REQUIRED  | METHOD                                 |
|--------|---|---|------------------------------------|--------------|---|--|
| 7.2.12 | Within 10 WD of 7.2.11  | Send MTD, including the commissioning details..   | NHHMOAError! Bookmark not defined. | HHMOA        | D0149 Notification of Mapping Details.<br>D0150 Non-Half Hourly Meter Technical Details.<br>D0313 Auxiliary Meter Technical Details (in accordance with Appendix 9.3)<br>Commissioning details. | Electronic or other method, as agreed. |
| 7.2.13 | On the date requested or agreed in 7.2.8, subject to the completion of steps 7.2.9-7.2.12 | Note final NHH Meter register reading, if available from NHH MS.<br><br>Install HH MS75 or invoke HH capabilities in existing NHH MS (where current MS has both HH and NHH capabilities).<br>Commission and energise HH MS, if not already commissioned and energised.<br><br>Note initial HH Meter register reading. | HHMOA                              |              |   | Internal Process.                      |
| 7.2.14 | If HH MS cannot be installed or energised, as soon as possible and within 5 WD of 7.2.13  | Inform Supplier.  | HHMOA                              | New Supplier | D0221 Notification of Failure to Install or Energise Metering System.   | Electronic or other method, as agreed. |

| REF               | WHEN   | ACTION   | FROM              | TO                                   | INFORMATION REQUIRED   | METHOD                                 |
|-------------------|--|--|-------------------|--------------------------------------|--|--|
| 7.2.15            | Within 5 WD of 7.2.13                            | Send MTD and initial HH Meter register reading. The initial register reading should include the time as well as the date of the reading. This will allow the HHDC to estimate zero for Settlement Periods prior to the meter replacement/re-configuration. | HHMOA.            | New Supplier / HHDC / LDSO           | D0268 Half Hourly Meter Technical Details.<br><br>If site is Complex, send Complex Site Supplementary Information Form. Refer to Appendix 8.4 Guide to Complex Sites.<br><br>D0010 Meter Readings. | Electronic or other method, as agreed. |
| 7.2.16            | In accordance with timescales in Appendix 8.3.5. | Prove MS.  | HHMOA.            | HHDC                                 | Refer to Appendix 8.3.5.   | Electronic or other method, as agreed. |
| 7.2.17            | Within 5 WD of 7.1.13                            | Send final NHH Meter register reading or notification that Meter reading not obtainable.   | HHMOA             | NHHMOA                               | D0291 Notification of Register Readings on Change of Measurement Class coincident with Change of Supplier or D0002 Fault Resolution Report or Request for Decision on Further Action.              | Electronic or other method, as agreed. |
| <del>7.2.18</del> | <del>Following 7.2.17</del>                      | <del>Re-date NHH Meter register reading to ETSD (MOA), set time of reading to midnight and map onto Meter registers.</del>   | <del>NHHMOA</del> |                                      |  | <del>Internal Process.</del>           |
| 7.2.18            | Within 10 WD of 7.2.17                           | Send final NHH Meter register reading <sup>76</sup> or notification that Meter register reading not obtainable and that this is a CoMC.<br><br>Notification of Meter removal (or that Meter is no longer NHH)  | NHHMOA            | NHHDC<br><br>Supplier / NHHDC / LDSO | D0010 Meter Readings or D0002 Fault Resolution Report or Request for Decision on Further Action<br><br>D0150 Non-Half Hourly Meter Technical Details   | Electronic or other method, as agreed. |

| REF                       | WHEN                   | ACTION  | FROM   | TO    | INFORMATION REQUIRED  | METHOD                                |
|---------------------------|------------------------|---|--------|-------|---|---------------------------------------|
|                           |                        | Notification of Meter removal (or that Meter is no longer NHH). |        | MAP   | D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP. |                                       |
| 7.2. <a href="#">2019</a> | Within 10 WD of 7.2.17 | Send the relevant Meter information changes.                    | NHHMOA | ECOES | D0312 Notification of Meter Information to ECOES.   | Electronic or other method as agreed. |