

4.3 CP Form

Change Proposal – BSCP40/02	CP No:1473 <i>Version No: v.0.1</i> <i>(mandatory by BSCCo)</i>
Title (mandatory by originator) Changes to the Long Term Vacant Entry Criteria.	
Description of Problem/Issue (mandatory by originator) <p>Modification P196 implemented in February 2007 established the Long Term Vacant (LTV) process. This process details when a Supplier can instruct the NHHDC to treat a site as Vacant. The NHHDC can then enter Zero Values into Settlement providing a more accurate reflection of the true consumption at the site.</p> <p>For a site to enter the LTV Process it must meet the criteria as detailed within <i>BSCP 504 4.1.5.1</i>:</p> <ul style="list-style-type: none"> - The site must be energised in SMRS. - The Supplier must: <ul style="list-style-type: none"> ○ Receive at least two D0004 data flows (Notification of Failure to obtain a reading) which are at least 75 calendar days apart and less than 215 calendar days apart; ○ The J0024 data item (Site Visit Check Code) populated with check code '02 – Site not Occupied;' ○ Not receive any other D0004's with the J0024 populated with anything other than 02 in the interim; ○ Not receive any meter register readings for the Metering System in the interim; ○ Make proactive attempts to indentify the owner to obtain a meter read. <p>Two consecutive D0004s with an SVCC of '02' are required to allow the site to enter into LTV. If a D0004 with another SVCC is received then the process is reset and the next SVCC of '02' will restart the process.</p> <p>The LTV process today is reliant on the Site Visit Agent entering the correct SVCC once a site visit is completed. It is common for the Visiting Agent to enter an SVCC of '20 – No Access' with supporting evidence suggests that the site is vacant. Two D0004s with a check code of '02' can be received 75 calendar days apart but due to the receipt of a '20' during this period the site does not qualify as vacant.</p> <p>This unnecessarily prolongs timescales to enter a site as LTV as the process must be reset. In the worst case scenario the two consecutive '02' may never be achieved.</p>	

Proposed Solution (mandatory by originator)

The LTV remain criteria in *BSCP 504 4.15.3* allows for further SVCCs to be received without removing the Metering System from the Long Term Vacant Process.

This Proposal is to alter the qualification criteria to be more reflective of the 'Remain' criteria. A Site will be able to enter into the LTV process even if D0004s with SVCC's of 18, 19, 20 and 28 are received in between the two qualifying D0004s with a SVCC 02. Proactive attempts to identify the owner to obtain meter reads via mail or phone will still be required.

The entry criteria in BSCP 504 s4.15.1.2 would be changed to read as:

2. The Supplier:

- *Has Received from the NHHDC at least two D0004 'Notification of Failure to obtain a reading' data flows, which are at least 75 calendar days apart and not more than 215 calendar days apart with the J0024 'Site Visit Check Code' data item populated with the code 02 'Site not Occupied';*
- *And has not received a D0004 with the J0024 data item populated with anything other than the following codes: 02, 18 'Unsafe Premises', 19 'Call not made on routine visit', 20 'No Access' or 28 'Unable to gain access due to insufficient address details' in the interim...*

The further criteria of not receiving Meter register readings and the Supplier having to evidence sufficient attempts to contact the Owner/Occupier will remain unchanged.

As part of this change we also propose a small house keeping change to *BSCP504 4.15.4.3* detailing when a site should leave the LTV process as it currently contradicts the remain criteria detailed in 4.15.3. We propose amending this to read as:

3. The Supplier has received a D0004 with the J0024 data item populated with a code other than 02, 18, 19, 20 or 28.

Justification for Change (mandatory by originator)

Metering Systems often fail to qualify for the LTV process due to an SVCC of 18, 19, 20 or 28 being received between the two qualifying '02' SVCC's. The current criteria prevents sites being entered into the LTV process and stop a zero EAC being applied for a site we are confident is vacant, producing an inaccurate settlement position.

The SVCC's introduced in the Proposal are used in the 'Remain' criteria for the process today. We believe that the check codes (18, 19, 20 and 28) do not evidence that a site is occupied on an individual basis. This proposal allows the recent Site Visit history to be considered and the context in which these check codes have been received understood.

We believe that aligning the qualification and remain criteria will not create any additional risk to Settlement. The two SVCC's of '02' coupled with the further required criteria already in place, such as proactively attempting to contact the customer and not allowing the proposed codes to interrupt the process is enough to prove a site is vacant. The process will be robust enough to ensure occupied sites are not entered into the LTV process. The LTV process is in the scope of the BSC Audit providing further assurance that Suppliers will only instruct their NHHDCs to apply the process for correctly identified sites.

The current criterion is too strict preventing the LTV process being applied to justifiably vacant sites.

The housekeeping change to s.4.15.4.3 will remove a contradiction that exists with s.4.15.4.2.

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

BSC Section S Paragraph 2.8 Long Term Vacant. This CP facilitates the current provision of the code with not alterations required. Section S refers to the BSCP 504 to provide detail on when a site can enter, remain and leave the P196 process. There is no role change created through the change. Supplier will retain the responsibility to notify the NHHDC of when a site is qualified or should exit the LTV process.

Estimated Implementation Costs (mandatory by BSCCo)**Configurable Items Affected by Proposed Solution(s)** (mandatory by originator)

BSCP 504 'Half Hourly Data Collection for SVA Metering Systems Registered in SMRS'

Impact on Core Industry Documents or System Operator-Transmission Owner Code (mandatory by originator)

None

Related Changes and/or Projects (mandatory by BSCTCo)

None

Requested Implementation Date (mandatory by originator)

As soon as possible

Reason: There are no time constraints for this change to be implemented. We believe this will be a simple change to implement. The process remains the same with the Supplier Instructing the NHHDC what should Enter and Leave the process. We believe an implementation date of the 23/02/17 is achievable.

Version History (mandatory by BSCTCo)***Originator's Details:******BCA Name: Gregory Mackenzie******Organisation: British Gas******Email Address: Gregory.Mackenzie@britishgas.co.uk******Telephone Number: 07557 617171******Date: 14/09/16*****Attachments: Y Attached: 3 pages with proposed Changes redlined.**