

CP1473 'Changes to the Long Term Vacant Entry Criteria'



Contents

1	Why Change?	2
2	Solution	4
3	Impacts and Costs	6
4	Implementation Approach	7
5	Initial Committee Views	8
	Appendix 1: Glossary & References	9

About This Document

The purpose of this CP1473 CP Consultation is to invite BSC Parties, Party Agents and other interested parties to provide their views on the impacts and the merits of CP1473. The SVG will then consider the consultation responses before making a decision on whether or not to approve CP1473.

There are four parts to this document:

- This is the main document. It provides details of the solution, impacts, costs, and proposed implementation approach. It also summarises the SVG initial views on the proposed changes.
- Attachment A contains the CP1473 Proposal Form.
- Attachment B contains the proposed redlined changes to deliver the CP1473 solution.
- Attachment C contains the specific questions on which we seek your views. Please use this form to provide your response to these questions, and to record any further views or comments you wish to be considered.

Contact

Royston Black

020 7380 4203

royston.black@elexon.co.uk



1 Why Change?

What is the Long Term Vacant process?

Modification [P196 'Treatment of Long Term Vacant Sites in Settlements'](#), implemented in February 2007, established the Long Term Vacant (LTV) process. This process details when a Supplier can instruct the Non Half Hourly Data Collector (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.

For a site to enter the LTV process it must meet the criteria detailed within [BSCP \(Balancing and Settlement Code Procedure\) 504 'Non-Half Hourly Data Collection for SVA Metering Systems Registered in SMRS' 4.15.1](#):

1. The site is energised according to the Supplier Meter Registration Service (SMRS).
2. The Supplier:
 - has received from the NHHDC at least two [D0004 'Notification of Failure to Obtain 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'](#) (SVCC) data item populated with code 02 'Site not Occupied';
 - and has not received any D0004s with the J0024 data item populated with anything other than 02 in the interim; and has not received any Meter register readings for that Metering System in the interim.
3. The Supplier has made proactive attempts to identify the owner of the property to obtain a Meter reading. When an owner is identified, attempts must then be made to contact them and obtain a reading.
4. If the owner is already known, the Supplier must make attempts to contact them to arrange a Meter Reading.

The Supplier must keep auditable records showing that all of these criteria have been met in order to identify a site as Long Term Vacant. If all the above criteria have been met, but the Supplier has evidence of consumption on the Metering System, the site must not be identified as Long Term Vacant.

The effect of the criteria in point 2 above is that two consecutive D0004s with an SVCC of 02 are required to allow the site to enter into the LTV process. If a D0004 with another SVCC is received then the process is reset and the next SVCC of 02 will restart the process.

What is the issue?

The LTV process today is reliant on the Site Visit Agent entering the correct SVCC once a site visit is completed. It's common for the Visiting Agent to enter an SVCC of 20 – 'No Access' with supporting evidence which 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 check code during this period the site does not qualify as vacant.

This prolongs timescales to enter a site as LTV as the process must be reset. In the worst cases the two consecutive 02 check codes may never be achieved, creating inefficiency and unnecessary costs for Suppliers.

Once a Site has been classed as LTV, the criteria in BSCP504 4.15.3 allows for further, different, SVCCs to be received whilst the Metering System remains' in the LTV process.

Proposed solution

ELEXON raised [CP1473 'Changes to the Long Term Vacant Entry Criteria'](#) on 5 October 2016. It proposes to alter the qualification criteria to be more reflective of the above remain criteria. A site will be able to enter the LTV process even if D0004s with SVCCs of 18, 19, 20 and 28 are received in between the two qualifying D0004s with a SVCC 02. Suppliers would still need to engage in proactive attempts to identify the owner to obtain Meter readings via mail or phone.

The entry criteria in BSCP504 4.15.1.2 would be changed to add additional SVCCs:

- 18 'Unsafe Premises'
- 19 'Call not made on routine visit'
- 20 'No Access'
- 28 'Unable to gain access due to insufficient address details'

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.

Proposer's rationale

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 SVCCs. The current criteria prevents sites being entered into the LTV process and stops a zero Estimated Annual Consumption (EAC) being applied for a site a Supplier is confident is vacant, producing an inaccurate Settlement position.

The SVCCs introduced in this CP are currently used in the remain criteria for the process. The Proposer believes 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.

The Proposer believes that aligning the qualification and remain criteria will not create any additional risk to Settlement. The two SVCCs 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 (Balancing and Settlement Code) 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 Proposer also identified a change to section 4.15.4.3 will remove a contradiction that exists with section 4.15.4.2.

CP Consultation Question

Do you agree with the CP1473 proposed solution?

Please provide your rationale.

We invite you to give your views using the response form in Attachment C

Proposed redlining

The proposed changes to BSCP504 can be found in Attachment B.

It includes a change to s.4.15.4.3 will remove a contradiction that exists with s.4.15.4.2 by inserting additional SVCCs 18, 19, 20 or 28.

CP Consultation Question

Do you agree that the draft redlining delivers the CP1473 proposed solution?

If 'No', please provide your rationale.

We invite you to give your views using the response form in Attachment C

3 Impacts and Costs

Central impacts and costs

CP1473 will require changes to BSCP504. No system changes are needed to deliver the solution and there is no impact on BSC Agents.

The central implementation costs will be approximately £240 (one ELEXON working day) to deliver the document changes.

Central Impacts	
Document Impacts	System Impacts
<ul style="list-style-type: none">BSCP504	<i>None</i>

BSC Party & Party Agent impacts and costs

This change proposes only to amend the criteria to enter the LTV process. Therefore, we expect CP1473 will impact the below BSC Parties and Party Agents. Suppliers and NHHDCs may need to change internal processes to reflect the revised criteria in BSCP504 where it pertains to Site Visit Check Codes.

Participant Impacts	
Participant	Impact
<ul style="list-style-type: none">SupplierNHHDC	Changes will be required to implement the solution

We do not expect CP1473 to impact any other BSC Parties or Party Agents but we seek confirmation of this through the CP Consultation.

CP Consultation Questions

Will CP1473 impact your organisation?

If 'Yes', please provide a description of the impact(s) on your organisation and any activities which you will need to undertake between the approval of CP1473 and the CP1473 Implementation Date (including any necessary changes to your systems, documents and processes). Where applicable, please state which of the roles that you operate as will be impacted and any differences in the impacts between each role.

Will your organisation incur any costs in implementing CP1473?

If 'Yes', please provide details of these costs, how they arise and whether they are one-off or on-going costs.

We invite you to give your views using the response form in Attachment C

4 Implementation Approach

Recommended Implementation Date

CP1473 is proposed for implementation on **23 February 2017** as part of the February 2017 BSC Systems Release, as this is the next available Release.

CP Consultation Question

Do you agree with the proposed implementation approach for CP1473?

Please provide your rationale.

We invite you to give your views using the response form in Attachment C

5 Initial Committee Views

SVG's initial views

The SVG considered CP1473 at its meeting on 1 November 2016 ([SVG189/08](#))

The SVG Members were supportive of the CP and felt it was a sensible and balanced solution to the issue. The SVG were re-assured that Suppliers were still required to have received two D0004 flows with J0024 populated with SVCC 02 at least 75 days apart.

The SVG did suggest that ELEXON consult if there were any additional SVCC that should be included in this CP.

CP Consultation Question

Do you consider that any additional SVCC's should be included in CP1473 beyond the four suggested?

Please provide your rationale.

We invite you to give your views using the response form in Attachment C

Appendix 1: Glossary & References

Acronyms

Acronyms used in this document are listed in the table below.

Acronyms	
Acronym	Definition
BSC	Balancing and Settlement Code (<i>Industry Code</i>)
BSCP	BSC Procedure (<i>Industry Code Subsidiary Document</i>)
CP	Change Proposal
CPC	Change Proposal Circular
DTC	Data Transfer Catalogue (<i>Industry Code Subsidiary Document</i>)
EAC	Estimated Annual Consumption
LTV	Long Term Vacant
MRA	Master Registration Agreement (<i>Industry Code</i>)
NHHDC	Non Half Hourly Data Collector (<i>Party Agent role</i>)
NHHMOA	Non Half Hourly Meter Operator Agent (<i>Party Agent role</i>)
SMRS	Supplier Meter Registration Service
SVG	Supplier Volume Allocation Group (<i>Panel Committee</i>)
SVCC	Site Visit Check Code

DTC data flows and data items

DTC data flows and data items referenced in this document are listed in the table below.

DTC Data Flows and Data Items	
Number	Name
D0004	Notification of Failure to Obtain Reading
J0024	Site Visit Check Code

External links

A summary of all hyperlinks used in this document are listed in the table below.

All external documents and URL links listed are correct as of the date of this document.

External Links		
Page(s)	Description	URL
2	P196 page on the ELEXON website	https://www.elexon.co.uk/mod-proposal/p196-treatment-of-long-term-vacant-sites-in-settlements/
2	BSCPs page on the ELEXON website	https://www.elexon.co.uk/wp-content/uploads/2016/06/BSCP504_v38.0.pdf

CP1473
CP Consultation

07 November 2016

Version 1.0

Page 9 of 10

© ELEXON Limited 2016

External Links		
Page(s)	Description	URL
3	CP1473 page on the ELEXON website	https://www.elexon.co.uk/change-proposal/cp1473-2/
7	SVG 189 page on the ELEXON website	https://www.elexon.co.uk/meeting/svg-189