

4.3 CP Form

Change Proposal – BSCP40/02	CP No: CP1491 <i>Version No: V1.0</i> <i>(mandatory by BSCCo)</i>
Title (mandatory by originator) Lack of clarification surrounding the timeliness of Proving Tests and documentation for CVA MOA in BSCP02.	
Description of Problem/Issue (mandatory by originator) The Balancing and Settlement Code (BSC) Auditor conducted an audit of Central Volume Allocation (CVA) Meter Operator Agents (MOAs) during the audit period ending 31 March 2015. The BSC Auditor identified an issue related to a lack of clarification regarding MOA BSC Procedure (BSCP) requirements (BSC Auditor's Summary of Market Issues). The issue relates to the requirements in, and documents related to, BSCP02 'Proving test requirements for Central Volume Allocation Metering Systems' . BSCP02 defines the minimum requirements for proving new, and changes to, existing CVA Metering Systems. The purpose of a Proving Test is to establish the following: • The Meter Technical Details (MTDs) submitted by the MOA or the Registrant to the Central Data Collection Agent (CDCA), to enable data collection be complete, accurate and correctly transferred to the CDCA instation; • The CDCA be able to interrogate the Metering System Outstation and satisfactorily retrieve the relevant metered data in the required format; and • Prove that a Meter register advance [provided by the MOA to the CDCA] for a given Settlement Period is consistent with the metered data retrieved by the CDCA for that same Settlement Period. When a MOA makes changes or additions to an existing Metering System not all the activities performed on the existing Metering System will require a full Proving Test. The CDCA and the MOA can therefore perform other agreed checks subject to the MOA (where necessary) performing a risk assessment and the CDCA agreeing to it. <u>The Market Issue:</u> The BSC Auditor identified a lack of clarity in certain areas of BSCP02: • Amongst some MOAs identifying when Proving Tests must be completed and when documentation is submitted (i.e. forms BSCP02/4.2 (a) & (b) 'Metering System Commissioning Record' and BSCP02/4.3 'Metering System Proving Test Record').	

- BSCP02 Sections 3.1.6, 3.2.6, 3.3.4, 3.4.6, 3.6.6 and 3.7.5¹ requires the MOA to send a BSCP02/4.3 'Metering System Proving Test Record' to the CDCA within 1 Working Day (WD) of completion of the Proving Test. A similar requirement applies to sending Commissioning forms after Commissioning tests are completed (BSCP02 Sections 3.1.3, 3.2.3, 3.4.3, 3.5.1 and 3.6.3²). The audit suggested that deadlines to submit documentation may not be viable in certain circumstance (e.g. where MOAs have no internet access when working at remote sites).
- Forms provided in BSCP02 may not always be compatible with the newest type of CVA Meters (i.e. Meters with integral Outstations).

Proposed Solution (mandatory by originator)

ELEXON proposes to address the issue by amending BSCP02:

- Clarify the requirements around when Proving Tests have to be completed and documentation submitted (BSCP02/4.2 (a) & (b) 'Metering System Commissioning Test Record' and BSCP02/4.3 'Metering System Proving Test Record').
- Change BSCP02 Section 1.2 (d) 'Objectives' to state that the Proving Test form (BSCP02/4.3) must be submitted in all scenarios where the required in Sections 3.1, 3.2, 3.3, 3.4, 3.6 and 3.7.
- Change Section 3.5 'Proving Test Requirements where an Outstation has been replaced by the same Type' and Section 3.6 'Proving Test Requirements where an Outstation has been replaced by a different Type' so that the Commissioning forms (BSCP02/4.2 (a) & (b)) completed for Section 3.5.1 and 3.6.1 are sent to the CDCA. This is not currently stated and is inconsistent with other scenarios where the MOA is required to submit the forms.
- Change Section 3.7 'Proving Test Requirements where an Outstation has been Reprogrammed' so that BSCP02/4.2 (a) & (b) forms are required to be submitted to the CDCA for consistency with other scenarios.
- Change Section 3.5 so that BSCP02/4.4 'Confirmation of Installation of Metering Equipment' is sent to the CDCA at the same time as the BSCP02/4.2 (a) & (b) forms as this is missing.
- Change the timescales for returning the Proving Test document to the CDCA in Sections 3.1.6, 3.2.6, 3.3.4, 3.4.6, 3.6.6 and 3.7.6 from 1WD to 3WD and change the timescales for returning the Commissioning documents to the CDCA in Sections 3.1.3, 3.2.3, 3.3.1 (additional necessary changes will make this 3.3.3), 3.4.3 and 3.6.3 to before or within 3 WD of the Proving Test.

¹ The BSC Auditor identified the following sections in its market issue document in relation to proving test documents: 3.2.6, 3.3.5, 3.4.6 and 3.6.6. ELEXON confirmed with the BSC Auditor that this list is slightly incorrect and incomplete and the relevant sections are: 3.1.6, 3.2.6, 3.3.4, 3.4.6, 3.6.6 and 3.7.5.

² The BSC Auditor identified the following sections in its market issue document in relation to Commission documents: 3.2.2, 3.4.2 and 3.6.2. ELEXON confirmed with the BSC Auditor that the relevant sections are: 3.1.3, 3.2.3, 3.4.3, and 3.6.3. In addition, ELEXON has identified that Section 3.5.1 and 3.6.1 is inconsistent with these sections as the MOA is required to fill in the Commissioning documents but not send them to the CDCA.

- Change Section 3.5, as Section 3.5.1 requires the Commissioning document to be completed but not sent to the CDCA. For consistency, Commissioning documents should be sent to the CDCA within 3WD of an Outstation of a similar type being replaced (a new step 3.5.3 is proposed).
- Change Section 3.7 that currently does not require Commissioning documents to be completed or sent to the CDCA. For consistency, Commissioning documents should be required to be completed and sent to the CDCA within 3WD of an Outstation being reprogrammed (a new step 3.7.2 is proposed for filling the form in).
- Modify the forms BSCP02/4.2 (a) & (b) and BSCP02/4.3 to accommodate Meters with integral Outstations.

These changes will not impact the ability for the CDCA to perform its functions and will not impact Settlement. However, these changes address the Auditor's concern surrounding the time requirements to send relevant documentation as detailed in BSCP02.

Housekeeping Changes

In addition to the changes detailed above we propose to make three Housekeeping Changes as part of this CP:

- BSCP02 Section 2.2 'List of Definitions' defines the term calibration and contains additional details about where initial Meter calibrations may take place. This additional detail is not relevant to BSCP02 as [Code of Practice 4: The Calibration, Testing and Commissioning Requirements of Metering Equipment for Settlement Purposes](#) already covers the specific requirements for calibrating Meters (which changed in November 2008 when [CP1224 'The Review of Code of Practice 4'](#) was approved). We propose to delete these superfluous details.
- In Section 3.2 'Proving Test Requirements for Extension to Existing Installation' there is a reference step number missing after 3.2.6. We will add reference step number 3.2.7 to the step following 3.2.6.
- In Section 5 'Table of Testing Requirements and Methods of Assurance of Settlement Data' the notes section of Ref 21 'VT/CT multicore changes' refers to (Ref) '15' if the Current Transformer/Voltage Transformer (CT/VT) burden changes when changes are made to the CT/VT multicore cables. This is an incorrect reference number and should be to Ref 8 'Reprogramming Meter'. We propose to replace '15' with 'Ref 8'.

Justification for Change (mandatory by originator)

The BSC Auditor identified issues faced by MOAs in relation to BSCP02. ELEXON has accepted the findings and agree that a solution needs to be found to resolve the issue. The proposed solution will clarify which scenarios require the MOA to submit Proving Tests and Commissioning documents to the CDCA.

This CP will also facilitate the timely submission of Commissioning and Proving Test documentation, without impacting Settlement. This is because the CDCA will be able to process the Proving Test documents 3WD after the Proving Test has been conducted without affecting

Settlement. In addition the CDCA does not use the information contained in the Commissioning documents in its processes. This CP will also provide suitable forms for MOAs to use where Meters with integral Outstations are fitted.

We have also included three Housekeeping Changes in this CP to address some minor errors. Including these Housekeeping Changes in this CP is more efficient than progressing a separate CP.

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 R 'Collection and Aggregation of Metered Data from CVA Metering Systems'

Estimated Implementation Costs (mandatory by BSCCo)

£240 (one ELEXON WD) of effort to implement the necessary document changes.

Configurable Items Affected by Proposed Solution(s) (mandatory by originator)

BSCP02 'Proving test requirements for Central Volume Allocation Metering Systems'

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

None identified.

Related Changes and/or Projects (mandatory by BSCCo)

None.

Requested Implementation Date (mandatory by originator)

22 February 2018 as part of the February 2018 BSC Release.

Reason:

The February 2018 Release is the next available appropriate Release that can include this CP.

Version History (mandatory by BSCCo)

Version 1.0 of CP1491 was issued on 15 June 2017.

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