

Balancing and Settlement Code

BSC Procedure

**Licensed Distribution
for MHHS Metering Systems**

BSCP705

v0.91

Date: DD MM YYYY

BSC Procedure 705**Licensed Distribution for MHHS Metering Systems**

1. Reference is made to the Balancing and Settlement Code and, in particular, to the definition of “BSC Procedure” in Section X, Annex X-1 thereof.
2. This is BSC Procedure 705, version 0.91 relating to Licensed Distribution.
3. This BSC Procedure is effective from DD MMMM YYYY.
4. This BSC Procedure has been approved by the BSC Panel or its relevant delegated Panel Committee(s).

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AMENDMENT RECORD

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Contents

1. Introduction	6
1.1 Purpose and Scope of the Procedure	6
1.2 Main Users of Procedure and their Responsibilities	6
1.3 Use of the Procedure	6
1.4 Balancing and Settlement Code Provision	6
1.5 Associated BSC Procedures	7
1.6 Acronyms and Definitions	8
1.6.1 Acronyms	8
1.6.2 Definitions	10
2. Responsibilities of the LDSO	11
2.1 System design	11
2.2 Industry Standing Data	11
2.3 Communications	11
2.4 Other requirements of the LDSO	11
3. Interface and Timetable Information	14
3.1 New SVA Metering System	14
3.2 New SVA Metering System – Commissioning of Measurement Transformers	15
3.3 New CVA Metering System	<u>1746</u>
3.4 Change of Energisation Status for a Metering System (SVA Only)	<u>1918</u>
3.5 Disconnection of a SVA Metering System	<u>2120</u>
3.6 Disconnection of a CVA Metering System	<u>2322</u>
3.7 Update of the National Measurement Transformer Error Statement	<u>2423</u>
3.7.1 Addition to the National Measurement Transformer Error Statement	<u>2423</u>
3.8 Change of Connection Type and/or Market Segment (SVA only)	<u>2726</u>
3.9 Demand Disconnection Events	<u>2928</u>
3.10 Submission of the Current Transformer (CT) and/or Voltage Transformer (VT) ratios for inclusion (or removal) in the BSCCo valid set	<u>3029</u>
3.11 Monthly TUoS (Transmission Use of System) Residual Charges Billing Report	<u>3130</u>
3.12 Annual TUoS Residual Charges Tariff Setting Report	<u>3130</u>
3.13 Add or remove an Import / Export Association	<u>3231</u>
4. Appendices	<u>3332</u>
4.1 Update of the National Measurement Transformer Error Statement	<u>3332</u>
4.1.1 CT or VT Error Data Form	<u>3332</u>
4.2 Analysis of CT or VT Data by BSCCo.	<u>3332</u>
4.2.1 CT Data	<u>3332</u>
4.2.2 VT Data	<u>3332</u>
4.3 Communication of MSIDs following Demand Disconnection Event	<u>3332</u>

4.4	Validation of Measurement Transformer Ratios	<u>3433</u>
4.5	Monthly TUoS Residual Charges Billing Report	<u>3433</u>
4.6	Annual TUoS Residual Charges Tariff Setting Report	<u>3635</u>

1. Introduction

1.1 Purpose and Scope of the Procedure

This BSC Procedure (BSCP) defines a number of specific processes that Licensed Distribution System Operators (LDSOs) will use in order to carry out ongoing distribution obligations required by the BSC.

It describes the obligations applicable to LDSOs in relation to industry processes, e.g. new connections, change of energisation status and disconnections of Supplier Volume Allocation (SVA) and/or Central Volume Allocation (CVA) Metering Systems.

The purpose of this BSCP is to describe the high-level requirements of LDSOs and their relationship with other market participants such as the Suppliers, Supplier Meter Registration Agents (SMRAs) and the SVA Agent.

LDSOs shall liaise with other LDSOs as required to help establish correct LLFs and Aggregation Rules details.

1.2 Main Users of Procedure and their Responsibilities

This BSCP provides a central focus for licensed distribution businesses carrying out their Settlement activities. LDSOs will be required to liaise with a range of market participants in order to carry out their various Settlement obligations. As a result, this document makes reference to many other BSCPs for the full details of some of the more complex procedures that involve a number of different participants.

1.3 Use of the Procedure

The remaining sections in this document are:

Section 2 – Responsibilities of the LDSO.

Section 3 – Interface and Timetable Information: this section defines each business process in detail. In addition, there may be references to specific relevant “D”, “IF” and/or “P” messages in the “Information Required” column.

Section 4 – Appendices: this section contains additional information relating to Current Transformer (CT) and Voltage Transformer (VT) data.

1.4 Balancing and Settlement Code Provision

This BSCP has been produced in accordance with the provisions of the Balancing and Settlement Code (the Code). In the event of an inconsistency between the provisions of this BSCP and the Code, the provisions of the Code shall prevail.

1.5 Associated BSC Procedures

- BSCP15 BM Unit Registration
- BSCP20 Registration of Metering Systems for Central Volume Allocation
- BSCP25 Registration of Transmission System Boundary Points, Grid Supply Points, GSP Groups and Distribution Systems Connection Points
- BSCP41 Report Requests and Authorisation
- BSCP65 Registration of Parties and Exit Procedures
- BSCP68 Transfer of Registration of Metering Systems between CMRS and SMRS
- BSCP75 Registration of Aggregation Rules for Volume Allocation Units
- BSCP128 Production, Submission, Audit and Approval of Line Loss Factors
- BSCP515 Licensed Distribution
- BSCP537 Qualification Process for SVA Parties, SVA Party Agents and CVA MOAs
- BSCP700 Unmetered Supplies Data Services
- BSCP701 Smart Data Service
- BSCP702 Advanced Data Service
- BSCP703 BSC Central Services for MHHS Metering Systems
- BSCP704 Unmetered Supplies Operations for MHHS Metering Systems
- BSCP706 Supplier Meter Registration Service for MHHS Metering Systems

1.6 Acronyms and Definitions

1.6.1 Acronyms

The terms used in this BSCP are defined as follows.

ADS	Advanced Data Service
BSC	Balancing and Settlement Code
BSCCo	Balancing and Settlement Code Company
BSCP	BSC Procedure
CDCA	Central Data Collection Agent
CMRS	Central Meter Registration Service
CRA	Central Registration Agent
CT	Current Transformer
DCE	Demand Control Event
DDE	Demand Disconnection Event
DIP	Data Integration Platform
DS	Data Service
[IR1] EES	Electricity Enquiry Service
ISD	Industry Standing Data
LDSO	Licensed Distribution System Operator
LLF	Line Loss Factor
SVA MOA	SVA Meter Operator Agent
MDS	Market-wide Data Service
MHHS	Market-wide Half Hourly Settlement
MSID	Metering System ID
NETSO	National Electricity Transmission System Operator as the holder of the Transmission Licence and any reference to "NETSO", "NGESO", "National Grid Company" or "NGC" in the Code or any Subsidiary Document shall have the same meaning
REC	Retail Energy Code
SDS	Smart Data Service
SMRA	Supplier Meter Registration Agent
SMRS	Supplier Meter Registration Service
SVA	Supplier Volume Allocation
SVAA	Supplier Volume Allocation Agent

TAA	Technical Assurance Agent
TUoS	Transmission Use of System
VT	Voltage Transformer
WD	Working Day

1.6.2 Definitions

Full definitions of the above acronyms are, where appropriate, included in the BSC.

Contracted LDSO	The LDSO who has the obligation to provide the SMRS service to the Registrant of the Metering System.
Nominated LDSO	The LDSO who has obligations to submit the GSP Group Metered Volume Aggregation Rules.
National Measurement Transformer Error Statement	A list of Current Transformer and Voltage Transformer types which have been approved as an agreed list of national Generic Measurement Transformer Errors. This list can be used by the TAA to replace the Measurement Transformer Test Certificate where no Measurement Transformer Test Certificate exists.

2. Responsibilities of the LDSO

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2.1 System design

- The LDSO should, where possible, build in the ability to configure the settlement period duration during their solution design, in order to support any future move to a different settlement period duration.
- The LDSO must undergo Onboarding in order to realise operational access to the DIP.
- [IR4] Each LDSO shall provide, operate and maintain its systems and processes during the Standard Operating Hours of 05:00 to 18:00 and 21:00 to 23:00 on Working Days.

Where required, each LDSO shall produce the notifications in response to any notifications received within the Standard Operating Hours. Inbound messages received outside these hours will be queued and processed within 60 minutes of the commencement of the next operational window, which in most cases will be at the start of the next Working Day as defined above.

2.2 Industry Standing Data

- The LDSO must obtain Industry Standing Data (ISD) update notifications via IF/PUB-047 (Notification of the Publication of a Downloadable Asset), and if required take necessary steps to obtain refreshed ISD data, maintain their records accordingly and reference/ utilise ISD as appropriate as part of the service delivery.

2.3 Communications

- The LDSO must process data and share outputs with other parties in line with timescales set out in this document.
- The LDSO must provide and receive reports in line with agreed reporting requirements and delivery method as outlined in the BSC Service Description for BSC Central Services.

2.4 Other requirements of the LDSO

- [LDSO must obtain new Supplier and registration details for an MSID from the Registration Service via the IF/PUB-001 and maintain records accordingly.](#)
- [LDSO must obtain Data Service notification updates via the IF/PUB-036 on the Data Integration Platform, maintain records accordingly and investigate any discrepancies with data received from the Metering Service via the DTN. In the case where Related MSIDs or Associated Import/Export MSIDs exist, for the Advanced and UMS Segments, LDSO should expect to receive appointment notifications for all the MSIDs in the Related MSID or Import/Export group.](#)
- The LDSO, where required by the Supplier, must be able to identify (using the appropriate interface) and appropriately manage Related MSIDs as described in the Retail Energy Code.
-

- [LDSO must obtain Notification of Defaulted UTC Settlement Period Consumption Data provided by BSC Central Systems via the IF/PUB-013 on the DIP and maintain records accordingly.](#)
- [LDSO must obtain UTC Settlement Period Consumption Data Rejections, sent by Central Settlements on the Data Integration Platform, via the IF/PUB-014 and maintain records accordingly](#)
- [The LDSO must obtain Import/Export Association update requests from the Supplier via the IF/PUB-019. LDSO must check that it is a valid update to the Import/Export Association and update records for valid requests. LDSO must publish rejected Import/Export Association updates on the Data Integration Platform using the IF/PUB-020. LDSO must be able to obtain Import/Export Association updates via the IF/PUB-020 on the Data Integration Platform and maintain records accordingly.](#)
- [LDSO must obtain Override Reads, sent by the Supplier on the Data Integration Platform, via the IF/PUB-041 and maintain records accordingly.](#)
- [LDSO must obtain accepted Consumption Amendments with Consumption and Reactive data \(where appropriate\), sent by the Data Service on the DIP, via the IF/PUB-021 and maintain records accordingly.](#)
- [The LDSO must obtain SMRS Notification of a successful change in Market Segment via the IF/PUB-044 on the DIP.](#)
- [LDSO must obtain the Annual Consumption, Annual Consumption Quality and Annual Consumption Effective From Date, sent by MDS on the Data Integration Platform, via the IF/PUB-040, maintain records accordingly and use in LDSOs internal processes as required.](#)
- [LDSO must obtain new Supplier details for a New Connection MSID from the Registration Service via IF/PUB-001 and maintain records accordingly.](#)
- [LDSO must update records of any disconnected MSIDs and notify the Registration Service on completion of a physical disconnection via an internal flow.](#)
- [LDSO must obtain domestic premise indicator updates, issued by Registration Service on the Data Integration Platform, via the IF/PUB-018 and maintain records accordingly.](#)
- [LDSO must receive requests from the Supplier to update the Energy Direction and set it for a New Connection via an agreed mechanism \(eg SDEP or email\) and reject if it is not a valid one time request or if the MSID is part of a linked Import/ Export group. LDSO must update records accordingly if it is a valid one time request and send notification to SMRS of the updated Energy Direction via Internal Process.](#)
- [LDSO must be able to obtain Energy Direction updates via the IF/PUB-018 on the Data Integration Platform and maintain records accordingly.](#)
- [LDSO must receive requests from the Supplier to update the Metered Indicator via an agreed mechanism \(eg SDEP or email\) and reject if it is not a valid one time request. LDSO must update records accordingly if it is a valid one time request and send notification to the Registration Service of the updated Metered Indicator via Internal Process.](#)
- [LDSO must obtain legacy data item \(Profile Class/SSC\) updates from Registration Service via the IF/PUB-026 on the Data Integration Platform and maintain records accordingly](#)
- [LDSO must liaise with Suppliers and SVA MOAs to resolve queries where it is identified that an existing Connection Type is not accurate. A Change of Connection Type should be agreed \(Supplier/SVA MOA/LDSO\); and actioned by the LDSO with](#)

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an Effective Date at which the discrepancy was identified i.e it should not be backdated.

- The LDSO should implement data validation steps and techniques that they feel are appropriate to ensure the most accurate and efficient delivery of the service.
- The LDSO must maintain and update their records with any data received on interfaces to ensure the most accurate and efficient delivery of the service.

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3. Interface and Timetable Information

3.1 New SVA Metering System

The establishment of a new SVA Metering System may arise as a result of a number of circumstances including the following:

- New connection to be registered in SMRS;
- New connection for a Metering System associated with an Exemptable Generating Plant where the Export Meter(s) is registered in CMRS (the procedure for this process is set out in BSCP706); and
- Transfer of Metering System registration from CMRS to SMRS (the procedure for this process is set out in BSCP68).

The procedures to be followed by the LDSO differ depending on the circumstances. In all cases, however, LDSOs should consider whether any changes are required to LLFs, DUoS Tariff IDs, and/or other ISD entities as a result of new SVA Metering System. For the Commissioning of new or replacement measurement transformers, go to section 3.2.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1.1	Within 2WD of completion of works associated with a new connection, or LDSO's agreement with Supplier to register a new MSID.	Notify new MSID data-	LDSO-	SMRA-	LDSO Mastered Registration Data	Internal Process Electronic or other method, as agreed.
3.1.2	Following validation of new metering details, as per BSCP706	Notify new metering/ registration data	SMRA-	LDSO-		Internal Process
3.1.3	In accordance with the REC Metering Operations Schedule	Install Metering Equipment	SVA MOA-			Internal Process

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1.4	Following 3.1.3 and in accordance with the REC Metering Operations Schedule in accordance with the REC	Notify cumulative meter reads	SVA MOA-	LDSO-	IF/PUB-041 Smart/Advanced Readings	DIP Interface
3.1.5	As specified in the REC-A after installation by SVA MOA in accordance with the REC Metering Operations Schedule	Provide Meter Technical Details.	SVA MOA-	LDSO-	D0010 Meter Readings AND D0149 Notification of Mapping Details, D0150 Non Half-hourly Meter Technical Details (Traditional Meters) OR D0268 Half Hourly Meter Technical Details (Advanced Meters)	Electronic or other method, as agreed-

3.2 New SVA Metering System – Commissioning of Measurement Transformers

Commissioning shall be performed on all new Metering Equipment which is to provide Metering data for Settlement. Should the Measurement Transformers be owned by the LDSO then Commissioning procedures need to be followed in accordance with the appropriate Codes of Practice and Code of Practice 4 and the Retail Energy Code (REC).

If the Measurement Transformers are not owned by a LDSO then SVA MOA Commissioning will take place on the Measurement Transformers in accordance with the REC.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2.1	At the earliest opportunity but no later than 16 WD after energisation (if LDSO energises) or 16 WD after receipt of the IF/PUB-008 from SMRS (if SVA MOA energises)	Commission Measurement Transformers in accordance with Code of Practice 4.	LDSO			Internal Process-

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2.2	At the earliest opportunity but no later than 21 WD after energisation (if LDSO energises) or 21 WD after receipt of the IF/PUB-008 from SMRS (if SVA MOA energises)	Send complete Commissioning information for the Measurement Transformers to the SVA MOA.	LDSO	SVA MOA	D0383 Notification of Commissioning Information	Electronic or other method, as agreed-

3.3 New CVA Metering System

Refer to [Appendix 4](#) for further details regarding the LDSO's role in submitting CVA data into Settlement following a new connection.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.1	Following request or for any other reason.	Establish new connection in accordance with the relevant connection agreement.	LDSO.			Internal Process-
3.3.2	If required, a) at least 20WD before Registration Effective From Date of new connection, or b) at least 40WD before Registration Effective From Date of new connection if new LLFs are intended to be effective from that date.	Register new Systems Connection Point or Boundary Point in accordance with BSCP25.	LDSO- ¹	CRA-	BSCP25 Registration of Metering Systems for Central Volume Allocation.	BSCP25
3.3.3	At least 20WD before Registration Effective From Date of Metering System. ²	Register new Metering System with CRA in accordance with BSCP20.	Registrant-	CRA-	BSCP20 Registration of Metering Systems for Central Volume Allocation.	BSCP20-

¹ The registration of a Distribution Systems Connection Point will require the consent of the other interested distributor, as detailed in BSCP20.

² A registration lead time of 40WD will be required if the LLFs submitted by the LDSO in step 3.4.7 are intended to become effective on and from the Metering System Effective From Date. Where this is not the case the Metering System registration lead time is 20WD as stated in BSCP20.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.4	At least 30WD prior to BM Unit Effective From Date.	Register BM Unit with CRA in accordance with BSCP15.	BM Unit Lead Party -	CRA -	BSCP15 BM Unit Registration -	BSCP15 -
3.3.5	Following 3.3.4.	Notify LDSO of BM Unit registration where BM Unit is embedded within a Distribution System.	CRA.	LDSO.	BM Unit information including Effective From Date -	Fax/Email/Letter -
3.3.6.	At any time but at least prior to 3.3.7 and 3.3.8.	Liaise with other LDSOs in GSP Group to ascertain LLFs. ³	LDSO -	Other LDSOs -	GSP Group ID, Line Loss Factors, other relevant Distribution System information -	Fax/Email/Letter -
3.3.7	Following 3.3.6 and at least 40WD prior to LLF Effective Date. ⁴	Submit LLFs to BSCCo for Panel approval in accordance with BSCP128.	LDSO -	BSCCo -	BSCP128 Production, Submission, Audit and Approval of Line Loss Factors -	BSCP128 -
3.3.8	At least 20WD prior to Aggregation Rules effective date.	Submit new Aggregation Rules for each Volume Allocation Unit for which the LDSO is responsible as detailed in BSCP75.	LDSO -	CDCA -	BSCP75 Registration of Meter Aggregation Rules for Volume Allocation Units -	BSCP75 -
3.3.9	Prior to the Effective Date of the Aggregation Rules and as part of 3.3.8	Provide a copy of the GSP Group Take Aggregation Rules to the LDSO	CDCA -	Nominated LDSO -	GSP Group Take Aggregation Rules from CDCA-I048	Fax/Email/Letter -
3.3.10	Following receipt of 3.3.9	Check revised Aggregation rules for GSP Group.	Nominated LDSO.		GSP Group Metered Volume and GSP Group Take Aggregation Rules.	Internal Process

³ If required, the LDSO may make a formal request to BSCCo via BSCP41 (Report Requests and Authorisations) to receive other LDSOs' reports on an ongoing basis in order to monitor future changes that may require revisions to LLFs and Aggregation Rules.

⁴ The lead time for LLF approval may be reduced at the discretion of BSCCo in accordance with BSCP128.

3.4 Change of Energisation Status for a Metering System (SVA Only)⁵

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REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.1 [step 10]	Once Supplier establishes that an LDSO needs to change an energisation status	Request energisation status change	Supplier	LDSO	D0134 Request to Change Energisation Status	Electronic or other method, as agreed-
3.4.2 [step 15]	On the date requested by Supplier	Manage Request for Energisation Status Change	LDSO			Internal Process
3.4.3 [step 20]	Within 3WD of 3.4.2	Notify MOASVA MOA of acceptance or rejection, providing readings if required	LDSO	MOASVA MOA	D0139 Confirmation or Rejection of Energisation Status Change or D0179 Confirmation of Energisation/De-Energisation of Prepayment Meter	Electronic or other method, as agreed-

⁵ Note that energisation of CVA Metering Systems only occurs as part of the connection process described in section 3.3.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.4 [step 145]	On receipt of register reads relating to change of energisation; or by <u>within 3WD</u> of Change of Energisation Status; where no readings are provided.	Send readings to Supplier and LDSO Where required the Data Service must generate an estimated reading(s) for the Date of the Change of Energisation Status. <u>Note – SVA MOA also sends readings to Supplier and LDSO in accordance with the REC Metering Operations Schedule</u>	MOA and ADS or SDS	LDSO Supplier	IF/PUB-041 Smart/Advanced Readings D0010 Meter Readings (Traditional and Advanced Meters)	DIP Interface Electronic or other method, as agreed-
3.4.5 [step 115]	After energisation status change accepted in SMRS	Notify parties	SMRA	Data Service BSC Central Services LDSO Supplier	IF/PUB-008 SMRS Notification of Change of Energisation Status	DIP Interface / <u>Internal Process</u>

3.5 **Disconnection of a SVA Metering System**

SVA disconnections are carried out under the following scenarios:

- Supplier led, where the customer seeks a disconnection from the Supplier; and
- LDSO led, where the customer seeks a disconnection from the LDSO, or the LDSO needs to disconnect at short notice, for example as a result of an emergency.
- In both cases, it may be necessary for the LDSO to de-energise the Metering System; and/or with agreement with the Supplier, remove the assets. If this is the case, then de-energisation should be carried out in accordance with Section 3.4 Change of Energisation Status of a Metering System (SVA Only) and the REC; and removal of Meters in accordance with the REC.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.5.1 [Step 30 / 55]	Where disconnection initiated by LDSO or Customer (UMS only)	Instruct UMMSO See BSCP704 for details.	LDSO	UMMSO		Electronic or other method, as agreed. Internal Process
Supplier led disconnections only						
3.5.2 [Step 59]	At request of Supplier, or as required.	Supplier requests disconnection of Metering System.	Supplier	LDSO	D0132 Request for Disconnection of Supply	Electronic or other method, as agreed.
3.5.3 [Step 75]	If request rejected.	Notify Supplier of rejection of disconnection request.	LDSO	Supplier	D0262 Rejection of Disconnection	Electronic or other method, as agreed.
For all disconnections except UMS						
3.5.4	Where LDSO initiates disconnection or when requested by Supplier (where request is accepted)	Disconnect Meter Point	LDSO			Internal Process

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REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.5.5 [Step 40]	On disconnection of a Metering System	Notify SMRA of disconnection of Metering System	LDSO	SMRA		Internal Process
[IR1] 3.5.6 [Step 70]	Following 3.5.5	Update records and publish disconnection	SMRA	LDSO Supplier EES	IF/PUB-009 Notification of LDSO Disconnection / CSS Registration De-Activation IF/PUB-050 EES Updates	DIP Interface / Internal Process DIP Interface
[IR2] 3.5.7 [Step 136]	Following Registration Deactivation	Receive De-Activation Notification	SMRA	LDSO Supplier SVAA EES	IF/PUB-009 Notification of LDSO Disconnection / CSS Registration De-Activation	DIP Interface / Internal Process
3.5.8 [Step 156]	Following SMRA initiation of Service Agent De-Appointments	Receive Registration Data update	SMRA	LDSO Supplier MOASVA MOA Data Service	IF/PUB-037 SMRS Notification of Supplier Agent De-Appointment	DIP Interface / Internal Process

3.6 Disconnection of a CVA Metering System

Note that disconnection of CVA Metering Systems is only allowed under limited circumstances.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.6.1	As required.	Registrant requests disconnection of Metering System.	Registrant-	LDSO-	Disconnection details-	Fax/Email/Letter-
3.6.2	If request rejected.	Notify Registrant of rejection of disconnection request.	LDSO-	Registrant-	Disconnection details and reasons for rejection-	Fax/Email/Letter-
3.6.3	If request accepted.	Disconnect Metering System.	LDSO-		Disconnection Details-	Internal Process-
3.6.4	Following 3.8.3	Provide certificate of disconnection.	LDSO-	Registrant-	Certificate of disconnection-	Letter-
3.6.5	Following 3.8.3.	De-register Metering System in CRA in accordance with BSCP20	Registrant-	CRA-	BSCP20 Registration of Metering Systems for Central Volume Allocation-	BSCP20-
3.6.6	If required and following disconnection.	Submit revised Aggregation Rules for each Volume Allocation Unit for which the LDSO is responsible as detailed in BSCP75.	LDSO-	CDCA-	BSCP75 Registration of Meter Aggregation Rules for Volume Allocation Units-	BSCP75-
3.6.7	Prior to the Effective Date of the Aggregation Rules and as part of 3.8.6.	Provide a copy of the GSP Group Take Aggregation Rules to the LDSO.	CDCA-	Nominated LDSO-	GSP Group Take Aggregation Rules from CDCA-I048-	Fax/Email/Letter-
3.6.8	Following receipt of 3.8.7.	Check revised GSP Group Take Aggregation rules.	Nominated LDSO-		GSP Group Metered Volume and GSP Group Take Aggregation Rules-	Internal Process

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3.7 Update of the National Measurement Transformer Error Statement⁶

The National Measurement Transformer Statement is a record of the average errors attributable to specific Measurement Transformer types based on sample data. It is to be used where it is not possible to obtain the actual errors for Measurement Transformers for SVA Metering Systems complying with Codes of Practice 3 and 5.

3.7.1 Addition to the National Measurement Transformer Error Statement

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.7.1.1	As required.	Submit a minimum sample of 50 CT or 10 VT errors obtained from test records supplied from (i) accredited sources or from (ii) other sources which have been suitably investigated to establish the reliability of the test records.	LDSO	BSCCo	Details of: Equipment Type (HV CT / LV CT / VT) Ratio (Tested) Manufacturer Class Rating (VA) Test Point (Load percentage) Ratio Error and Phase Angle Error at Rated Burden and Test Burden The spreadsheet form contained in Appendix 4.1.1 shall be used for the submission of this data.	Email Spreadsheet
3.7.1.2	Within 20WD of 3.10.1.1	Analyse Data and prepare report. If data conforms to 4.2 and Panel approval is not required, proceed to 3.10.1.4	BSCCo		See Appendix 4.2 Go to 3.10.1.4 if panel approval not required.	Internal Process

⁶ The National Measurement Transformer Error Statement may be used for the purpose of Technical Assurance where individual measurement transformer errors are not available. This process is designed to amend the data contained in the statement.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.7.1.3	At Panel Meeting (if Panel approval required)	Review report and approve or reject submission. Inform BSCCo of decision.	Panel	BSCCo	Report and Recommendations	Internal Process
3.7.1.4	Within 5WD of 3.10.1.2 or 3.10.1.4	Notify LDSO whether the CT or VT data has been approved	BSCCo	LDSO	Panel Decision	Fax/Email/Letter
3.7.1.5	At the same time as 3.10.1.4 (if approved)	Update the National Measurement Transformer Error Statement	BSCCo.			Internal Process
3.7.1.6	At the same time as 3.10.1.5	Notify SVA TAA of new generic CT / VT errors	BSCCo	SVA TAA		Fax/Email/Letter

3.7.2 Removal of Data from the National Measurement Transformer Error Statement

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.7.2.1	As required.	Request that data is removed from the National Measurement Transformer Error Statement stating reason for the removal.	LDSO / SVA TAA	BSCCo.	Equipment Type Ratio Manufacturer Class Rating / VA Explanation of why the CT or VT should be removed from the National Measurement Transformer Error Statement	Fax/Email/Letter-
3.7.2.2	Within 10WD of 3.10.2.1	Validate the request and assess the impact. Analyse Data and prepare a report and recommendations to the Panel	BSCCo.	Panel		Internal Process
3.7.2.3	At Panel meeting	Review report and approve or reject submission. Inform BSCCo of decision.	Panel	BSCCo	Report and Recommendations	Internal Process
3.7.2.4	Within 5WD of 3.10.2.2	Notify of whether the request to remove the CT or VT has been successful.	BSCCo.	LDSO / SVA TAA		Fax/Email/Letter-
3.7.2.5	If the request has been successful and within 5WD of 3.10.2.3	Update National Measurement Transformer Error Statement.	BSCCo.			Internal Process
3.7.2.6	At the same time as 3.10.2.4	Notify the SVA TAA of CT / VT removal.	BSCCo.	SVA TAA		Fax/Email/Letter-

3.8 Change of Connection Type and/or Market Segment (SVA only)

Commented [D55]: BP011A&B

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.8.1 [Step 10]	As required	Notify LDSO of required change to Connection Type	Supplier or Customer	LDSO.	Details of the work required and proposed date	Electronic or other method, as agreed-
3.8.2 [Step 25 & 205]	Within 5 WD of 3.8.1	Validate Supplier's request and action Connection Type change <u>notifying Supplier if request cannot be completed as per request</u>	LDSO	Supplier		Electronic or other method, as agreed Internal process
3.8.3 [step 205 & 60]	On date requested by Supplier	Complete On-site works	LDSO			Internal Process
3.8.4 [Step 220]	[IR3] Within 3WD, Following As quickly as possible but no later than 3WD following 3.8.3	Update Registration Service	LDSO	SMRA		Internal Process
3.8.5 [Step 80]	In parallel with 3.8.4 (for all CT connections)	Issue commissioning flows	LDSO	SVA MOA	D0383 Notification of Commissioning Information	Electronic or other method, as agreed-

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
[IR5] 3.8.6 [Step 225]	On completion of 3.8.4	Issue Connection Type Change	SMRA	Supplier LDSO Data Service SVA MOA EES BSC Central Systems	IF/PUB-043 SMRS Notification of Change of Connection Type	DIP Interface / Internal Process

3.9 Demand Disconnection Events

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.9.1	Within 5 WD of a Demand Disconnection Event instructed by ESO	Send list of impacted MSIDs and associated Supplier MPIDs	LDSO	BSC Central Services	P0238	Email or other method, as agreed-

3.10 Submission of the Current Transformer (CT) and/or Voltage Transformer (VT) ratios for inclusion (or removal) in the BSCCo valid set⁷

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.10.1	As required	Submit CT or VT ratio	LDSO	BSCCo	CT and/or VT ratios	Email ⁸
3.10.2	Within 2 WDs of 3.10.1	Confirm receipt of submitted ratios	BSCCo	LDSO		Email
3.10.3	Within 5 WDs of 3.10.1	Review ratios and approve or reject submission.	BSCCo			Internal Process
3.10.4	Within 2 WDs of 3.10.3	Notify LDSO whether the CT or VT data has been approved	BSCCo	LDSO		Email
3.10.5	Within 2 WDs of 3.10.4	Send global notification that a new CT or VT ratio has been approved for addition/removal from the valid set.	BSCCo			Circular
3.10.6	10 WD following 3.10.5	Update and publish valid set	BSCCo		CT and/or VT ratios	Internal Process ⁹

⁷ This valid set refers to EMDS data item(s) J0454 (CT Ratio) and J0455 (VT Ratio) however the valid set will be managed by BSCCo.

⁸ LDSOs should email metering@elexon.co.uk with the measurement transformer ratios with which they wish Elexon to update the valid set with.

⁹ The valid set will be published on the BSCCo website (www.elexonportal.co.uk).

3.11 Monthly TUoS (Transmission Use of System) Residual Charges Billing Report

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.11.1	Within 5 WD of receiving either the D0030 'Aggregated DUoS Report' data flow or the MHHS-REP-002 report as part of the Initial Volume Allocation Run (SF) for the last day of a calendar month	Each Licensed Distribution System Operator (LDSO) must send the TUoS Residual Charges Billing Report	LDSO	NETSO	P0321	SFTP or by other electronic means as may be agreed

3.12 Annual TUoS Residual Charges Tariff Setting Report

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.12.1	Each year, within 5 WD of receiving either the D0030 'Aggregated DUoS Report' data flow or the MHHS-REP-002 report sent as part of the Initial Volume Allocation Run (SF) for the last day of September	Each Licensed Distribution System Operator (LDSO) must send the TUoS Residual Charges Tariff Setting Report	LDSO	NETSO	P0322	SFTP or by other electronic means as may be agreed

3.13 Add or remove an Import / Export Association

<u>REF</u>	<u>WHEN</u>	<u>ACTION</u>	<u>FROM</u>	<u>TO</u>	<u>INFORMATION REQUIRED</u>	<u>METHOD</u>
3.13.1	Supplier identifies an Import / Export Association needs amending via BAU process	Notify LDSO of request to update the Association	Supplier	LDSO	IF/PUB-019 Manage Meterpoint Relationships	DIP Interface
3.13.2	On receipt of IF/PUB-019	Validate request	LDSO			Internal process
3.13.3	If request invalid	Inform Supplier of Import / Export Association rejection	LDSO	Supplier	IF/PUB-020 Manage Meterpoint Relationships Response	DIP Interface
3.13.4	If request valid	Update systems to reflect the updated Import / Export Association	LDSO	SMRS		Internal Process
3.13.5	Following 3.13.4	Manage LDSO update	SMRS	Supplier LDSO SVA MOA Data Service EES	IF/PUB-020 Manage Meterpoint Relationships Response	DIP Interface / Internal Process

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4. Appendices

4.1 Update of the National Measurement Transformer Error Statement

4.1.1 CT or VT Error Data Form

This document is contained in file reference BSCP705_APPX041

Title 'Form for the submission of CT or VT Error data for addition to the National Measurement Transformer Error Statement'

4.2 Analysis of CT or VT Data by BSCCo.

4.2.1 CT Data

BSCCo will firstly look at the ratio error compared to the class of the CT sample for all Test Point and Burdens. If, for each Test Point and Burden, a minimum of 98% of the sample is within the class accuracy, then BSCCo may approve the CT type. For any set of CT data which does not meet these requirements and where the applicant wishes to proceed, BSCCo will undertake further analysis of the data and present the results of this further analysis to the Panel for approval.

4.2.2 VT Data

BSCCo will firstly look at the ratio error compared to the class of the VT sample for all Test Point and Burdens. If, for each Test Point and Burden, a minimum of 98% of the sample is within the class accuracy, then BSCCo may approve the VT type. For any set of VT data which does not meet these requirements and where the applicant wishes to proceed, BSCCo will undertake further analysis of the data and present the results of this further analysis to the Panel for approval.

4.3 Communication of MSIDs following Demand Disconnection Event

- 4.3.1 Whilst the P0238 is sent by the LDSO to the BSC Central Services, it should be generated as though it is to be sent direct to Party Agents, i.e. the 'MPID To' in the header should reflect the various agents that are intended to receive the file.
- 4.3.2 The Demand Control Event ID (DCE ID) is originally determined by the National Electricity Transmission System Operator (NETSO), who uses it in its correspondence with the LDSO and SVAA. The LDSO should therefore use the DCE ID reported to it by the NETSO when compiling and sending a P0238 to Party Agents.
- 4.3.3 The 'Start Date and Time' and 'End Date and Time' in the P0238 reflect the start and end of the entire Demand Control Event, not intermediary stages or actions within an event. Therefore, the LDSO should report all MSIDs affected by the same event once between the Start and End Date and Time that represent the beginning and end of the whole event, irrespective of whether the LDSO disconnects and reconnects MSIDs multiple times within the same event.
- 4.3.4 LDSOs should aim for a single, correct P0238 submission. However, should there be an error in the original file, then LDSOs may submit a revised version which should overwrite the previous version and then be circulated. The LDSO should reuse the original Demand Control Event ID when sending an updated P0238.

4.4 Validation of Measurement Transformer Ratios

- 4.4.1 Where Meter Technical Details include the population of data items 'J0454 – CT Ratio' and/or 'J0455 - VT Ratio' then the populated value must conform to the valid set held on the Elexon Portal (<https://www.elexonportal.co.uk/>). Changes made to the valid set become live as soon as they are published by BSCCo, and the values can be used for retrospective dates.
- 4.4.2 Where a LDSO receives a value that is invalid (missing from the valid set) it should set the value to 'unknown' and contact the sender for resolution and Elexon if an update to the Valid Set is required.

4.5 Monthly TUoS Residual Charges Billing Report

- 4.5.1 Within 5 WD of receiving either the D0030 'Aggregated DUoS Report' data flow or the MHHS-REP-002 report, in relation to each Distributor ID, sent as part of the Initial Volume Allocation Run (VAR) (SF) for the last day of a calendar month, each Licensed Distribution System Operator (LDSO) must send the TUoS Residual Charges Billing Report. The report should provide a count of energised Final Demand Sites for Charging Bands (except 'UMS') and a sum of gross energised Imports¹⁰ (for 'UMS' Charging Band only) which are reported by Distributor ID, GSP Group, Settlement Date, Settlement Run Type, Registrant ID and Charging Band.
- 4.5.2 Each report will cover all Settlement Dates in the most recent calendar month subject to the relevant Initial Volume Allocation Run (SF). It must also include the most up to date site counts and UMS Import data for each Settlement Date of a calendar month(s) where the last day of the calendar month(s) was the subject of a Reconciliation Volume Allocation Run since the last time the LDSO generated a TUoS Residual Charges Billing Report. LDSOs should not report the difference between data at the most recent VAR and the preceding VAR. Nor should LDSOs report a nil or null value if there has been no change.
- 4.5.3 If an LDSO does not receive either a D0030 or MHHS-REP-002 report containing SF data for the last day of a calendar month by the time it receives a D0030/MHHS-REP-002 containing SF data for the last day of the next calendar month, then it does not need to report in accordance with this requirement for the calendar month for which a D0030/MHHS-REP-002 was not received. This does not absolve the LDSO of its responsibility to report updated data if this is available.
- 4.5.4 LDSOs must attribute Site Counts and UMS Imports to a BSC Registrant, either using the Party's Supplier ID where sites' Metering Systems are registered for SVA or the Party's BSC Party ID where the sites' Metering Systems are registered for CVA. LDSOs may use existing Settlement data flows defined in the Data Transfer Catalogue (e.g. the D0030) and the Interface Definition Document (e.g. CDCA-I012, CDCA-I014 and CRA-I014) to determine how to attribute site counts and Imports to the correct BSC Party.
- 4.5.5 Data will be mapped to Charging Bands, as specified in each LDSO's Relevant Charging Statement (as defined in the Distribution Connection and Use of System

¹⁰ For the purposes of the TUoS Residual Charges Billing Report gross Imports are not (GSP Group) corrected nor loss adjusted.

Agreement). When reporting the Charging Bands, LDSOs will use a valid set as follows¹¹:

- Dom – Domestic
- LVN1 – LV No MIC band 1
- LVN2 – LV No MIC band 2
- LVN3 – LV No MIC band 3
- LVN4 – LV No MIC band 4
- LV1 – LV MIC band 1
- LV2 – LV MIC band 2
- LV3 – LV MIC band 3
- LV4 – LV MIC band 4
- HV1 – HV band 1
- HV2 – HV band 2
- HV3 – HV band 3
- HV4 – HV band 4
- EHV1 – EHV band 1
- EHV2 – EHV band 2
- EHV3 – EHV band 3
- EHV4 – EHV band 4
- UMS – Unmetered Supplies

- 4.5.6 Where an LDSO has more than one Distributor ID (MPID), then the LDSO must report data disaggregated by each Distributor ID in its report to the NETSO.
- 4.5.7 When providing UMS consumption data, LDSOs will attribute this to the distinct UMS Charging Band. Note that this is a charging band defined for the purpose of this process, which is otherwise not defined by the DCUSA. All LDSOs will use the same UMS charging band ID, 'UMS'.
- 4.5.8 LDSOs must retain data, provided to the NETSO, for a minimum of 14 months from the provision of this data to the NETSO.
- 4.5.9 This report is sent using the CSV file format specified in the SVA Data Catalogue.

¹¹ This valid set is subject to change and is dependent on the Charging Bands defined in each LDSO's Relevant Charging Statement.

4.6 Annual TUoS Residual Charges Tariff Setting Report

- 4.6.1 Each year, within 5 WD of receiving either the D0030 'Aggregated DUoS Report' data flow or the MHHS-REP-002 report sent as part of the Initial Volume Allocation Run (SF) for the last day of September, LDSOs must send the NETSO a report containing the sum of the last twelve months' actual metered Imports¹² (MWh) to Final Demand Sites connected to the LDSO's Distribution System (excluding UMS), which are measured by Metering Systems registered for CVA or SVA, by each combination of Charging Band, Distributor ID and GSP Group.
- 4.6.2 The twelve month period to be reported must be the period running from 1 October to 30 September inclusive.
- 4.6.3 LDSOs must use Imports based on the most recent VAR available at the time of producing the report and exclude exports, i.e. it must not provide a net value of imports by subtracting exports.
- 4.6.4 This report is sent using a CSV file format specified in the SVA Data Catalogue.

¹² For the purposes of the TUoS Residual Charges Tariff Setting Report gross Imports are not (GSP Group) corrected nor loss adjusted