Attachment 1: Proposed new Serials

This section contains the new Serials that the Group has proposed. Each of the Serials will have some common assumptions.

Assumption 1

Each Serial will be submitted by GSP Group as this will aid localisation of any significant issues, as well as maintaining consistency with other performance reports across the industry. While the usefulness of this was questioned in relation to certain Serials, given the minimal extra processing required to include it, the group felt that it would be better to include it than exclude it and later discover it to be necessary.

The Group noted that this may mean additional complexity when submitting new Serials 2 & 3 that measure Suppliers informing agents of the hub composition (these Serials are an update to the current SP06[1] Serial) as the key data flow for these Serials is the D0148[2] data flow. The D0148 does not contain the GSP Group ID, so agents will need to reference a different data flow (in this example the D0155[3] data flow). More information on how an agent will submit these Serials are included in the relevant Serial explanation.

Assumption 2

For consistency of submissions, all Settlement Runs will be submitted for both the HH & NHH markets. While the important performance targets in the HH market are set for SF and R1, it is important to quantify any failures at RF, which is the final opportunity to ensure the correct data is held in Settlement and to quantify what has crystallised. While there are no specific performance standards against some of the Settlement Runs, including them all means that all failures are captured in their specific periods and there is no over-reporting in one particular band.

Assumption 3

Reporting timescales will be stated in absolute terms, e.g. number of Working Days (WDs) following the Effective From Date (EFD) in question, as the basis for calculating whether an activity has been completed by certain Settlement Runs.

The timescales are based on the approximate timings of the SAA Settlement Runs given in BSCP01[4], in order to determine the significance of the issues/underperformance with respect to related Settlement Risks. These are approximate dates, and in reality the runs can occur ±2WD from the specified days. As a result there will be some inherent inaccuracy in the Serial. The Group considered that the inaccuracy would be minimal and would still provide information on where a process has taken longer than expected to be completed.

Despite the processing times involved, the date of receipt would have to be considered absolute to avoid confusion. For example, a flow received 290WDs after the EFD would be reported against the standard that reports before RF, even though it would be unlikely to have been processed in time for the RF Run.

[1] SP06 'D0148 Flow from Suppliers'
[2] D0148 'Notification of Change to other Parties'
[3] D0155 'Notification of Meter Operator or Data Collector Appointment and Terms'
[4] BSCP01 'Overview of Trading Arrangements'

Settlement Bands
Number of activities received or missing between 1WD and 16WDs from relevant date = before SF
Number of activities received or missing between 17WDs and 39WDs from relevant date = before R1
Number of activities received or missing between 40WDs and 84WDs from relevant date = before R2
Number of activities received or missing between 85WDs and 154WDs from relevant date = before R3
Number of activities received or missing between 155WDs and 292WDs from relevant date = before RF
Number of activities received or missing later than 293 WDs from relevant date = after RF

Assumption 4

If the date that data is received on is the 16th, 39th, 84th, 154th or 292nd Working Day this will be counted as being received by the SF, R1, R2, R3 and RF Reconciliation Run (as applicable).

When counting WDs, as appointments begin from midnight (Settlement Period 1) on the EFD, then any item received on that date will be counted as received 1 WD from the EFD because it would not be possible to process the data prior to the first Settlement Period on the EFD. Consideration will not be given to the time of receipt, as processing by hours would introduce unnecessary complexity. In the same way, any appointment received the day after the EFD will be counted as received 2 WDs from the EFD and so on.

I.e., if the EFD is the 1/5/09 and the item is received on the 1/5/09, it is counted as 1 WD after the EFD. If the EFD is the 1/5/09 and the item is received on the 2/5/09, it is counted as 2 Working Days after the EFD, and so on.

Assumption 5

Both energised and de-energised sites should be submitted.

Assumption 6

Serials submitted by MOAs will be split into distinct Serials to be submitted by the HH MOA and the NHH MOA separately.

Assumption 7

A 'Live Appointment' will be considered to be where a Party is appointed for at least one WD, and therefore responsible for the data that will be in Settlement. If the appointment is later backed out as it was an erroneous appointment, then it can be excluded from any subsequent data submitted.

Erroneous flows should still be submitted in the timeliness Serials, as even if it is incorrect, it has still been sent late. It is felt that this may be a rare event, so if a review was to show that there were a large number of the late flows being received in error, consideration could be given to excluding these flows at a later stage.

Assumption 8

Serials are measuring timeliness of data submission and the risk this has to Settlement based on different Settlement Runs. Any BSCP-specified deadlines for the submission of flows being reported on are still in place and should be adhered to regardless of the timescales reported through PARMS Serials.

Assumption 9

Underpin

The Group considered if the Underpin process should be taken into account for the NHH Meter related data Serials. Underpin allows Suppliers and their agents to acquire key Meter data from alternative sources if the BSCP-prescribed route has failed and is no longer available.

It was noted that the Underpin Process can be a lengthy process and is normally only used when undertaking data migrations, not as a business as usual process; however, this may not be the case for all Parties.

The Group considered that as Underpin is used as a control for when a routine process has failed that this still represented a Settlement Risk, even if steps had been undertaken to mitigate the main Risk and that the failure would not be investigated further.

It was noted that underpinned Meter Technical Details (MTDs) could still potentially be counted as "missing", as under some circumstances the D0149[5] would not be sent along with the D0150[6]. As such, it was felt there would be value in establishing a way to report these instances.

It was noted that this would present certain challenges. The main one of these would be identifying which flows had been received through the process, as they may be loaded into systems as having been received from the correct source.

The Group recognised that in order to counteract this that a requirement would need to be introduced to the underpin process for all flows to be flagged as being 'received' by the underpin process but that this fell outside the scope of the review.

The Group also considered the question of whether underpin could be used as a measure of quality, however this was discounted, as the process only allows for MTDs to be requested when they are missing, not inaccurate.

Assumption 10

Data Aggregators will not be required to submit any Serials as the areas that the new Serials focus on will monitor the length of time it takes for key data items to be transferred. Data Collectors will submit data in relation to whether they have been informed who the previous Data Collector is (Serials 2 & 3). The rationale for this is that HHDAs and NHHDAs are appointed by the Supplier Meter Registration Service (SMRS) on a D0209[7] flow. The receipt of the D0153[8] flow for DAs is for contractual purposes only. As it is not a Settlement requirement to send a D0153 and there are no references to it in BSCP503[9] or BSCP505[10], there can be no Serial associated with this flow. The Group noted that failure to submit a

[5] D0149 'Notification of Mapping Details'
[6] D0150 'Non Half Hourly Meter Technical Details'
[7] D0209 'Instructions to Non Half Hourly of Half Hourly Data Aggregator'
[8] D0153 'Notification of Data Aggregator Appointment and Terms'
[9] BSCP503 'Half Hourly Data Aggregation for SVA Metering Systems Registered in SMRS'
[10] BSCP505 'Non Half Hourly Data Aggregation for SVA Metering Systems Registered in SMRS'

D0209 flow represents a lesser Settlement Risk, as SMRS will default back to the previous DA, and the DC will still be collecting Settlement data.

If a D0209 flow is not submitted, this will be highlighted through exception reporting, and if considered a big issue it would be a candidate for investigation as part of the BSC Audit, Technical Assurance (TA) checks, Material Error Monitoring (MEM) or Error and Failure Resolution (EFR). TA checks would be more useful for providing a measure, rather than volumes alone being submitted by a Serial.

Assumption 11

As with the current suite of Serials submissions for the new Serials will contain the Supplier ID and will be aggregated by Supplier ID.

Assumption 12

The frequency of reporting will not change to that already prescribed in BSCP533. Suppliers and Supplier Agents will still be required to submit data into PARMS by 20 WDs after the last calendar day of each month.

Assumption 13

All Serials will look at the current reporting period (this equates to the 't' period for the current PARMS Serials).

New Serial 1: The risk that Suppliers do not appoint agents in a timely manner which may result in an agent rejecting Meter Technical Details, Meter readings being misinterpreted or not collected or default data entering Settlement.

Note this is an amendment to the current SP05[11] Serial.

Purpose of the Serial

100% of Supplier Agents should be appointed prior to the agent start date. The information will be used to monitor the ability of Suppliers to submit notification of appointment to agents prior to the EFD of the appointment.

Who should submit the Serial?

The Serial will be submitted by HHDCs, NHHDCs, HHMOAs and NHHMOAs.

DCs and MOAs will submit for all D0155s received during the Reporting Period for which they are the agent.

- DCs will use the J0219[12] data item to check that the appointment has been received prior to that agent's EFD; and
- MOAs will use the J0210[13] data item to check that the appointment has been received prior to that agent's EFD.

Role that will submit the Serial	Report on	Flow to be used in the calculation of Serial submission	Key Data item
New HHDC	Supplier	D0155s received	J0219 (EFD DCA) in D0155 data flow
New NHHDC	Supplier	D0155s received	J0219 (EFD DCA) in D0155 data flow
New HHMOA	Supplier	D0155s received	J0210 (EFD MOA) in D0155 data flow
New NHHMOA	Supplier	D0155s received	J0210 (EFD MOA) in D0155 data flow

Key Data items

D0155: Notification of New Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs, NHHDCs, HHMOAs and NHHMOAs of their appointment with a given EFD.

What will be submitted?

[11] SP05 'Retrospective appointment of agents'
[12] J0219 'Effective From Date (DCA)'
[13] J0210 'Effective From Date (MOA)'

- The total number of D0155s received within the Reporting Period;
- The total number of D0155s that were received on or after the EFD; and
- The total number of D0155s that were received after the EFD of the agent by reconciliation bands.

The expectation is that no D0155s should be received on or after the EFD.

What are the standards to be submitted for DCs & MOAs – both HH & NHH	
Standard 1	Number of D0155s received within the reporting period
Standard 2	Number of D0155s not received before EFD within the period
Standard 3	Number of D0155s received between 1WD and 16WDs from EFD (before SF)
Standard 4	Number of D0155s received between 17WDs and 39WDs from EFD (before R1)
Standard 5	Number of D0155s received between 40WDs and 84WDs from EFD (before R2)
Standard 6	Number of D0155s received between 85WDs and 154WDs from EFD (before R3)
Standard 7	Number of D0155s received between 155WDs and 292WDs from EFD (before RF)
Standard 8	Number of D0155s received later than 293 WDs from EFD (after RF)

Exceptions from Submissions

There are legitimate reasons why an updated D0155 can be sent out by the Supplier with the original EFD, such as any changes to contractual terms on the existing registration. A common example of this is a change to the Regular Read Cycle (J0277). If these were to be submitted against, they would unfairly affect performance, so need to be excluded.

In order to achieve this, it would be necessary to compare the submitted D0155 flow with what was currently held on the agents system. If the recipient is already registered as the agent and the registration details are the same, then it **should not be counted**. The items that would be compared for this purpose would be for the DC or MOA EFD (J0219 or J0210), the Effective from Settlement Date (J0049) and the Supplier ID. Due to the differences between various agents' systems, the Serial will not define if the exceptions should be excluded before calculating the differences in dates.

What will agents have to do to submit the data?

An agent will interrogate its system to determine whether it had received any D0155s in the reporting period (the example May 09). The agent will then have to check that the D0155 relates to a new registration i.e. there is not existing D0155 with the same registration details. For all those new registrations the agent would compare the date received with the EFD contained in the J0219 (for DC) and J0210 (for MOA) data items and calculate the number of WDs in between the two.

Alternatively the agent could take all D0155s received in the reporting period and compare the date received with the EFD contained in the J0219 (for DC) and J0210 (for MOA) data items and calculate the number of Working Days in between the two. Then the agent could remove all excluded D0155s afterwards.

Points of note with the Serial

Wrongly sent appointment flows. Some Group members believed they received 5 to 10 of these a day. The Group noted that the revised Serial would not address this issue; however it was assumed that this issue would affect all Parties across the industry to a similar extent and that these flows should be included.

No appointment flow sent at all. The Group noted that the revised Serial would still not measure instances where no appointment flow is sent out at all.

The Group considered that most appointment flows would be sent eventually so they would be picked up in whichever subsequent reporting period they are received as Suppliers should have controls in place such as monitoring of Meter readings to indicate that there had been an issue in the appointment process.

New Serial 1 The risk that Suppliers do not appoint agents in a timely manner which may result in an agent rejecting Meter Technical Details, Meter readings being misinterpreted or not collected or default data entering Settlement.

Data Provider: New HHDC

Key data Table			PARMS submission (Reporting Period t= May 09)							
Receipt date of D0155	EFD of HHDC (J0219)	+/- WD elapsed (receipt date – J0219)	Std 1 No of D0155s received within the period	Std 2 No of D0155s not received before EFD within the period	Std 3 No of D0155s received between 1WD and 16WD from EFD	Std 4 No of D0155s received between 17WD and 39WD from EFD	Std 5 No of D0155s received between 40WD and 84WD from EFD	Std 6 No of D0155s received between 85WD and 154WD from EFD	Std 7 No of D0155s received between 155WD and 292WD from EFD	Std 8 Number of D0155s received later than 293 WD from EFD
03/05/2009	12/05/2009	-7	1	0	0	0	0	0	0	0
18/05/2009	18/05/2009	1	1	1	1	0	0	0	0	0
25/05/2009	19/05/2009	5	1	1	1	0	0	0	0	0
01/05/2009	20/04/2009	9	1	1	1	0	0	0	0	0
11/05/2009	21/04/2009	16	1	1	1	0	0	0	0	0
22/05/2009	01/04/2009	35	1	1	0	1	0	0	0	0
13/05/2009	05/03/2008	300	1	1	0	0	0	0	0	1
May 09 submission			**7**	**6**	**4**	**1**	**0**	**0**	**0**	**1**

Note an agent will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards. Note an agent would not submit an entry for every combination of D0155 receipt date and EFD but just the aggregated figure, i.e. the last line of the table.

Notification of changes to the Supplier Hub

For this Settlement Risk area the Group has proposed two Serials:

- A Serial to measure the timeliness of notifications; and
- A Serial to measure missing notifications.

The rationale for having 2 Serials is that there is a distinction between the flows that have been sent, and those which remain missing and continue to affect Settlement. As this represents two different opportunities, it is felt that 2 separate Serials are required to accurately measure the Settlement Risk. New Serial 2 will measure the timeliness of flows whilst new Serial 3 below will measure missing flows.

New Serial 2: The risk that Suppliers do not inform associated agents in a timely manner of changes to the Supplier hub resulting in missing Meter Technical Details and Meter readings being misinterpreted or not collected.

Note this is an amendment to the current SP06 Serial.

Purpose of the Serial

It is paramount that certain members of the hub know other agents so that information can be passed between agents.

- Data Collectors need to know Data Aggregators & Meter Operator Agents; and
- Meter Operator Agents need to know Data Collectors.

The information provided will be used to monitor the ability of Suppliers to inform all agents of the hub composition in a timely manner.

Who should submit the Serial?

The Serials will be submitted by HHDCs, NHHDCs, HHMOAs and NHHMOAs.

There is no requirement for the Data Aggregators to report, as this is already captured in exception reporting; however Data Collectors will report on the timeliness of notification of Data Aggregator appointments on the D0148.

Who should submit the Serials				
Role that will submit the Serial	Report on	Reporting on timeliness of data for	Flow to used in the calculation for Serial submission	Key Data item
HHDC	Supplier	D0148s for HHDA and/or HHMOA	D0148s received	J0334 (EFD DAA) in the D0148 data flow J0210 (EFD MOA) in the D0148 data flow
NHHDC	Supplier	D0148s for NHHDA and/or NHHMOA	D0148s received	J0334 (EFD DAA) in the D0148 data flow J0210 (EFD MOA) in the D0148 data flow
HHMOA	Supplier	D0148s for HHDC	D0148s received	J0219 (EFD DCA) in the D0148 data flow
NHHMOA	Supplier	D0148s for NHHDC	D0148s received	J0219 (EFD DCA) in the D0148 data flow

Key Data items

D0148: Notification of Change to other parties

Notification to MOA or DC of any changes to relevant agents' appointments and/or terminations for a Metering Point.

D0155: Notification of New Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs, NHHDCs and MOAs of their appointment with a given EFD.

What will be submitted?

- The total number of D0148s received within the Reporting Period;
- The total number of D0148s that were received on or after the EFD; and
- The total number of D0148s that were received after the EFD of the agent by reconciliation bands.

For Data Collectors, if an incomplete hub is received i.e. either the Meter Operator Agent or the Data Aggregator is missing, this will be counted as missing (and will be measured by the new Serial 3), and no information would be submitted under new Serial 2 until the complete hub is received.

Suppliers may send separate D0148s data flows to Data Collectors informing the Data Aggregators and Meter Operator Agents appointments; conversely a Supplier may send a single D0148 data flow containing both the Meter Operator Agent and Data Aggregator appointments.

The Group considered the impact on the performance figures for Suppliers based on single or multiple D0148s and has requested that as part of the Consultation Industry confirms it preferred approach:

- Should the Serial should be sub divided to record when the Data Collector received confirmation of the Data Aggregator and Meter Operator Agent separately.; or

- Should the Serial record the latest date when the Data Collector received confirmation of the Data Aggregator and Meter Operator Agent. An example is that the D0148 data flow containing the Meter Operator Agent was received on 39th Working Days after the EFD and the D0148 data flow containing the Data Aggregator was received on 42nd Working Day after the EFD that the Data Collector will submit values against standard 5 which captures D0148s received between 40 and 84 Working Days after the Data Aggregator EFD.

What are the standards to be submitted for DCs & MOAs – both HH & NHH	
Standard 1	Number of D0148s received within the reporting period
Standard 2	Number of D0148s not received before the EFD of the new agents
Standard 3	Number of D0148s received between 1WD and 16WD from EFD (before SF) of the new agents
Standard 4	Number of D0148s received between 17WD and 39WD from EFD (before R1) of the new agents
Standard 5	Number of D0148s received between 40WD and 84WD from EFD (before R2) of the new agents
Standard 6	Number of D0148s received between 85WD and 154WD from EFD (before R3) of the new agents
Standard 7	Number of D0148s received between 155WD and 292WD from EFD (before RF) of the new agents
Standard 8	Number of D0148s received later than 293 WD from EFD (after RF) of the new agents

What will agent have to do to submit the data?

An agent will interrogate its system to determine whether it had received any valid D0148s in the Reporting Period (the example May 09), and compare the date received with that contained in the J0334 (for DA), J0219 (for DC) and J0210 (for MOA) data items and calculate the number of Working Days in between the two.

To be able to submit this Serial by GSP Group the agent submitting the Serial will need to utilise the D0155 data flow as the Group noted that there is no data item contained within the D0148 for GSP Group. The agent should refer to the GSP Group ID (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow.

Points of note with the Serial

Suppliers sending a D0148 Change of Agent appointment flow before submitting a D0155 appointment flow. The Group noted that this issue may happen occasionally and most agents would not process the D0148 until they have been appointed. However, the Group did not believe this limitation affected the overall usefulness of the Serial.

GSP Group is only reported in the D0155 data flow. As there is no data item contained in the D0148 for GSP Group ID, this could lead to problems in reporting the Serial by GSP Group where no D0155 has been received. In most instances this can be inferred from the first two digits of the Meter Point Administration Number (MPAN) by assuming that the Licensed Distribution System Operator (LDSO) is working in its 'host' area. However this is not always possible as either the LDSO is working out of area or there is an Independent Distribution Network Operator (IDNO).

This is expected to become more common in future, causing more discrepancies in this Serial.

The group considered one possibility for overcoming this would be to create an 'unknown' category to use where the site was related to an IDNO's network, however noted that where an LDSO was working out of area, flows associated with these Metering Systems would be allocated to the wrong GSP Group.

The Group concluded that the MPAN in the D0148 or D0155 data flow should not be used. If the agent has received an erroneously submitted D0148 an 'unknown' GSP Group category will be required.

New Serial 2: The risk that Suppliers do not inform associated agents in a timely manner of changes to the Supplier hub resulting in missing Meter Technical Details and Meter readings being misinterpreted or not collected.

Data Provider: New HHMOA

Key Data Table			PARMS submission (Reporting Period t= May 09)								Notes
Receipt date of D0148	EFD of HHDC (J0219)	+/- WD elapsed (receipt date – J0219)	Std 1 No of D0148s received within the period	Std 2 No of D0148s not received before EFD within the period	Std 3 No of D0148s received between +1WD and +16WD from EFD	Std 4 No of D0148s received between +17WD and +39WD from EFD	Std 5 No of D0148s received between +40WD and +84WD from EFD	Std 6 No of D0148s received between +85WD and +154WD from EFD	Std 7 No of D0148s received between +155WD and +292WD after EFD	Std 8 Number of D0148s received later than +293 WD from EFD	All data shown is assumed to be for a single combination of GSP Group and Supplier
06/05/2009	08/05/2009	-2	1	0	0	0	0	0	0	0	D0148 received -2WD before agent app. Date (J0219)
15/05/2009	15/05/2009	1	1	1	1	0	0	0	0	0	
12/05/2009	03/05/2009	7	1	1	1	0	0	0	0	0	
21/05/2009	07/04/2009	31	1	1	0	1	0	0	0	0	
29/05/2009	28/05/2009	2	1	1	1	0	0	0	0	0	
01/05/2009	21/01/2009	72	1	1	0	0	1	0	0	0	
28/05/2009	03/04/2008	292	1	1	0	0	0	0	1	0	
May 09 submission			**7**	**6**	**3**	**1**	**1**	**0**	**1**	**0**	

Note if two D0148s are received in the same Reporting Period but with different EFD the latest date will be used.

New Serial 3:

The risk that Suppliers do not inform associated agents of changes to the Supplier hub resulting in missing Meter Technical Details and Meter readings being misinterpreted or not collected.

Note this is an amendment to the current SP06 Serial.

Purpose of the Serial

It is paramount that certain members of the hub know other agents so that information can be passed between agents.

- Data Collectors need to know Data Aggregators & Meter Operator Agents; and
- Meter Operator Agents need to know Data Collectors.

The information provided will be used to monitor the ability of Suppliers to inform all agents of the hub composition in a timely manner.

Who should submit the Serial?

The Serials will be submitted by HHDCs, NHHDCs, HHMOAs and NHHMOAs.

There is no requirement for the DAs to report, as this is already captured in exception reporting; however DCs will report on missing D0148s containing DA information.

Who should report the Serials				
Role that will submit the Serial	Report on	Reporting on missing data of	Flow to be used in the calculation for Serial submission	Key Data item
HHDC	Supplier	Missing D0148s for HHDA and/or HHMOA	D0148s not received	J0219 (EFD) in D0155
NHHDC	Supplier	Missing D0148s for NHHDA and/or NHHMOA	D0148s not received	J0219 (EFD) in D0155
HHMOA	Supplier	Missing D0148s for HHDC	D0148s not received	J0210 (EFD) in D0155
NHHMOA	Supplier	Missing D0148s for NHHDC	D0148s not received	J0210 (EFD) in D0155

Key Data items

D0148: Notification of Change to other parties

Supplier receives acceptance of appointment from agents and issues a D0148 confirming appointment to DC and MOA

D0155: Notification of New Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs, NHHDCs and MOAs of their appointment with a given EFD.

What will be submitted?

For DCs, if an incomplete hub is received - e.g. a DC knows the DA, but not the MOA - this will still be counted as missing, and would continue to be submitted until the complete hub is received.

As with Serial 2 Industry should confirm it preferred approach for recording both missing both the Data Aggregator and the Meter Operator Agent – should this be counted as one instance or should the Serial be sub divided when submitted by Data Collectors.

For MOAs, there is no requirement for the Supplier to inform them of the DA, so 'missing' will simply be where D0148 (informing them of the identity of the DC) has not been received.

In order to capture instances where D0148s are missing, and therefore are still affecting Settlement, as opposed to those which have not been received in a timely manner, agents must examine their entire portfolio of appointments to see which they have yet to receive one of more D0148s for any live registrations.

So as not to introduce undue complexity into the Serial, a snapshot day will need to be taken at the end of the Reporting Period. It is proposed that this should be done at least 5WD after the end of the Reporting Period to allow for contract runs to occur if required, and not artificially skew the data. This figure is not a set date, and the snapshot can be taken later, as long as the data is submitted by the reporting deadline. A specific date will not be set to allow for variances in different Parties' reporting timescales, and other internal constraints such as absences.

The Group recognised that this may introduce minor inconsistencies but that most agents would run the snapshot from 5 to 15WDs at the end of the Reporting Period and that the snapshot will be run at the same time each month.

On the snapshot day, agents shall report the entire number of their live registrations, and also the number for which they have never received a D0148. This will be split into the Settlement Runs, and will be based on when the runs have occurred, and where the EFD has passed these runs.

The snapshot should also take into account any live registrations that were held in the previous 14 months in order to capture any Metering Systems that have since changed agents, but the old agent still has not received a D0148 for that appointment.

Note that once the full set of D0148s have been received this will be picked up by the Serial that measures the timeliness of notifications (new Serial 2).

What are the standards to be submitted for DC & MOA – both HH & NHH	
Standard 1	Number of live registrations held in the previous 14 months to snapshot day
Standard 2	Number of registrations for which no D0148 is held.
Standard 3	Number of D0148s missing between 17WD and 39WD from EFD (after SF)
Standard 4	Number of D0148s missing between 40WD and 84WD from EFD (after R1)
Standard 5	Number of D0148s missing between 85WD and 154WD from EFD (after R2)
Standard 6	Number of D0148s missing between 155WD and 292WD from EFD (after R3)
Standard 7	Number of D0148s missing after 293WD from EFD (after RF)

What will agent have to do to submit the data?

For the missing Serial, agents would be required to, on a snapshot day, examine the total portfolio of live appointments that have been held in the previous 14 months and establish those for which a complete Supplier hub was not known.

An alternative option of matching D0155s, D0011s[14] and D0148s on a rolling basis was considered to measure where failure to receive the D0148 led to estimated data being entered into Settlement. However, it was felt that the matching of flows would be more complex, and rolling reporting may be more costly as systems may not be capable of performing this type of reporting.

The same principle will apply for Serial 3 as with Serial 2 with regards to submitting by GSP Group.

To be able to submit this Serial by GSP Group the agent submitting the Serial will need to utilise the D0155 data flow. The Group concluded that the MPAN in the D0155 data flow should not be used. The agent should refer to the GSP Group ID (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow.

Points of note with the Serial

Separate D0148s may be submitted for DA and MOA appointments: Suppliers may send separate D0148s to DCs informing of MOA and DA appointments whereas other Suppliers may provide all information on the same D0148. This could have an impact on the performance figures for some Parties. The Group has requested that Industry as part of the consultation provide its preferred approach.

The Serial will not measure where a change to another agent in the hub has been made and the other existing agents have not been informed: It would be impossible to measure such events through a Serial, as there would be no other expected data flows to associate this with. However, the Group felt there are other controls built in to the process which should highlight the issue to the Supplier, resulting in the D0148 being sent out, and this would then be picked up by the timeliness Serial.

The group considered one possibility for overcoming this would be to create an 'unknown' category to use where the site was related to an IDNO's network, however noted that where an LDSO was working out of area, flows associated with these Metering Systems would be allocated to the wrong GSP Group.

[14] D0011 'Agreement of Contractual Terms'

The risk that Suppliers do not inform associated agents of changes to the Supplier hub resulting in missing Meter Technical Details and Meter readings being misinterpreted or not collected.

Example data provider: NHHMOA

Key data Table		PARMS submission (Reporting Period t= May 09)							Notes
EFD of NHHMOA (J0210)	Receipt date of complete D0148	Std 1 No of live reg by Supplier	Std 2 No of live reg missing D0148	Std 3 No of live reg missing D0148 between 17WD and 39WD from EFD (after SF)	Std 4 No of live reg missing D0148 between 40WD and 84WD from EFD (after R1)	Std 5 No of live reg missing D0148 between 85WD and 154WD from EFD (after R2)	Std 6 No of live reg missing D0148 between 155WD and 292WD from EFD (after R3)	Std 7 No of live reg missing D0148 after 293WD from EFD (after RF)	All data shown is assumed to be for a single combination of GSP Group and Supplier
03/05/2008	12/05/2008	1	0	0	0	0	0	0	This will be included in standard 1 as whilst all D0148s have been received the agent still has a live registration. In this example the D0148 data flow was a few days late and this will be captured in Serial 2.
12/04/2009		1	1	1	0	0	0	0	The complete set of D0148s has not been received
11/11/2008		1	1	0	0	1	0	0	The complete set of D0148s has not been received
03/04/2008	28/05/2009	1	0	0	0	0	0	0	While this failure to submit the D0148 in time for RF is not submitted for this Serial, it will have been picked up Serial 2.
10/03/2008		1	1	0	0	0	0	1	The complete set of D0148s has not been received
17/03/2009	02/06/2009	1	1	0	1	0	0	0	Included as missing, as D0148 received after end of Reporting Period. Would also be captured in the June 09 timeliness Serial 2 submission.
May 09 submission		**7**	**4**	**1**	**1**	**1**	**0**	**1**	

Transfer of HH Meter Technical Details (MTDs)

For this Settlement Risk area the Group has proposed three new Serials:

- Timeliness of sending of MTDs;
- Missing MTDs; and
- Quality of MTDs sent.

The Group's rationale for splitting the Serial is that as with the Supplier Hub Serials (new Serials 2 & 3), there is an opportunity to report on both missing and the timeliness of D0268s[15], as one should be sent by the MOA following every new appointment or change to the Metering System.

As there is a distinction between the flows that have been sent, and those which remain missing and continue to affect Settlement this represents two different opportunities. Therefore it is felt that 2 separate Serials are required to accurately measure the Settlement Risk. In addition the Group recommended that a Serial is included to measure the quality of HH MTDs.

With regard to the timeliness of submissions, the Group decided the only events that require reporting are ones where there has been a material change to the Metering System. It was felt that if a Meter change occurred together with a Change of Agent this should only be measured as one instance under the missing Meter Technical Details Serial.

To measure this under the timeliness Serial would require a comparison between the D0268 and the D0155 which would make reporting more complex.

With regard to the missing submission of MTDs it would not be possible to measure missing MTDs following a change to the Meter as the DC would not know that a change to the Meter had occurred. Therefore this Serial would only measure missing MTDs following a change of MOA or DC.

[15] D0268 'Half Hourly Meter Technical Details'

New Serial 4: The risk that MOAs do not inform DCs in a timely manner the HH MTDs resulting in Meter Readings being misinterpreted or not collected and the inability to issue HH MTDs to other agents.

Purpose of the Serial

100% of MTDs should be received by HHDCs by 15WDs of the Data Collector EFD following a change to the Metering System. This Serial will measure when there has been a change to a Metering System that the HHDC is provided with updated MTDs.

This relates to Meter changes and does not capture on a Change of Agent the time it takes for the new agent to receive MTDs. The Change of Agent measure is captured in Serial 5.

Who should submit the Serial?

The Serial will measure how good HHMOAs are at sending MTDs to DCs in a timely manner, following a change to or of the Metering System. As such, the HHDC will be submitting details related to the HHMOA.

Who should submit the Serial			
Role that will submit the Serial	Report on	Flow to be used the calculations for Serial submission	Key Data item
HHDC	HHMOA sending D0268	D0268s received	J1254 (MSMTD EFD)

Key Data items

D0155: Notification of new Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs, NHHDCs, HHMOAs and NHHMOAs of their appointment with a given effective from date.

D0268: Half Hourly Meter Technical Details

HH MTDs are transferred when there is a Change of Metering Equipment, configuration or Change of Agent.

Based on the list in BSCP514[16] section 8.2 and information contained in the D0268 data flow the following items are the key Meter Technical Details fields, one or more of which will have changed following a Meter exchange:

- Outstation Id (J0428);
- Meter Id (Serial number) (J0004);
- Outstation number of channels (J0469);
- Measurement Quantity Id (J0103);
- Meter multiplier (J0475);
- Pulse multiplier (J0432);
- CT and / or VT Ratios (J0454 & J0455);
- Access to ME at Password Level 3 (J0470 – Outstation Password Level 1);
- Associated Meter Id (J0476) where there is a main and check Meter; and
- Meter CoP (J0418) on a Change of Code of Practice.

[16] BSCP514 'SVA Meter Operations for Metering Systems Registered in SMRS'

What will be submitted?

The HHDC should submit all instances where it has received MTDs and compare the MSMTD EFD with the HHDC EFD (as received on its D0155 data flow) to check if any key data items as listed above have changed.

What are the standards to be submitted for HHDC submissions	
Standard 1	Number of D0268s received following a Change of Metering Equipment, configuration within the reporting period
Standard 2	Number of D0268s received between +1WD and +16WD from MSMTD EFD (before SF)
Standard 3	Number of D0268s received between +17WD and +39WD from MSMTD EFD (before R1)
Standard 4	Number of D0268s received between +40WD and +84WD from MSMTD EFD (before R2)
Standard 5	Number of D0268s received between +85WD and +154WD from MSMTD EFD (before R3)
Standard 6	Number of D0268s received between +155WD and +292WD from MSMTD (before RF)
Standard 7	Number of D0268s received later than +293 WD from MSMTD EFD (after RF)

What will an agent have to do to submit the data?

THE HHDC will have to compare the MSMTD EFD (J1254) in any received D0268s with its EFD (J209) contained in the D0155 that it holds. Where these two dates are different, the HHDC will then have to compare the key data items in order to identify any MTDs that have been submitted following an update to the Meter. The number of Working Days between the J1254 and the receipt date of these flows will then need to be calculated.

Serial 4: The risk that MOAs do not inform DCs in a timely manner the HH MTDs resulting in Meter Readings being misinterpreted or not collected and the inability to issue HH MTDs to other agents.

Data Provider: HHDC

Key Data Table			PARMS submission (Reporting Period t= May 09)							Notes
Receipt date of D0268	MSMTD EFD (J1254)	+/- WD elapsed (receipt date – J1254)	Std 1 No of D0268s received within the period following Meter update	Std 2 No of D0268s received between +1WD and +16WD from MSMTD EFD	Std 3 No of D0268s received between +17WD and +39WD from MSMTD EFD	Std 4 No of D0268s received between +40WD and +84WD from MSMTD EFD	Std 5 No of D0268s received between +85WD and +154WD from MSMTD EFD	Std 6 No of D0268s received between +155WD and +292WD from MSMTD EFD	Std 7 Number of D0268s received later than +293 WD from MSMTD EFD	All data shown is assumed to be for a single combination of GSP Group and Supplier
08/05/2009	10/05/2009	3	1	1	0	0	0	0	0	
15/05/2009	15/05/2009	1	1	1	0	0	0	0	0	
03/05/2009	12/05/2009	7	1	1	0	0	0	0	0	
07/04/2009	21/05/2009	31	1	0	1	0	0	0	0	
28/05/2009	29/05/2009	2	1	1	0	0	0	0	0	
21/01/2009	01/05/2009	72	1	0	0	1	0	0	0	
03/04/2008	28/05/2009	292	1	0	0	0	0	1	0	
May 09 submission			**7**	**4**	**1**	**1**	**0**	**1**	**0**	

New Serial 5: The risk that missing HH MTDs result in Meter Readings being misinterpreted or not collected and the inability to issue HH MTDs to other agents.

Purpose of the Serial

100% of MTDs should be received by HHDCs and HHMOAs by 15WDs of the agent's EFD following a Change of Agent.

Note that these may have been sent late due to a late request for them or a late notification of other agents in the Supplier hub.

Who should submit the Serial?

The Serial will measure how efficient MOAs are at sending the MTDs following a Change of Agent. In order to capture all elements of the associated Settlement Risks, Old and New MOAs will have to be reported on, as it is impossible for a new MOA to send MTDs to a DC if they have not received it in the first place.

- The new MOA will submit the Serial on the old MOA; and
- The DC will submit the Serial on the new MOA.

The current HHDC will also submit the Serial where there has been a Change of MOA but no Change of HHDC.

Who should report the Serial			
Role	Report on	Flow to be used in the calculations for the Serial submission	Key Data item
New HHMOA	Old HHMOA sending D0268	D0268s missing	J0210 (EFD MOA) in D0155
Current HHDC	New HHMOA sending D0268	D0268s missing	J0210 (EFD MOA) in D0148
New HHDC	HHMOA sending D0268	D0268s missing	J0219 (EFD DCA) in D0155

Key Data items

D0148: Notification of Change to other parties

Supplier accepts the terms and issues a D0148 confirming appointment of DC and MOA.

D0155: Notification of new Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs, NHHDCs, HHMOAs and NHHMOAs of their appointment with a given effective from date.

D0268: Half Hourly Meter Technical Details

HH MTDs are transferred when there is a change of equipment, configuration or Change of Agent

What will be submitted?

- The new HH MOA should submit for all D0155s received where the D0268 is missing after the EFD for the new HH MOA;
- The current HHDC should submit for all D0148s received where the D0268 is missing after the

EFD of the new HHMOA. This should only be where D0148s are received for a pre-existing appointment, not where a new D0155 has been received; and

- The new HHDC should submit for all D0155s received where the D0268 is missing after the EFD for the HHDC.

The Group noted that the Serial will require an 'unknown' MOA pot as potentially the HHDC or new HHMOA will not be able to submit this Serial correctly if it has not received the D0148.

In order to capture instances where D0268s are missing, and therefore are still affecting Settlement, as opposed to those which have not been received in a timely manner, agents must examine their entire portfolio of appointments to see which they have yet to receive a D0268 for.

So as not to introduce undue complexity into the Serial, to provide an indicative picture of performance against the Serial, a snapshot day will need to be taken at the end of the Reporting Period. It is proposed that this should be done at least 5WD after then end of the reporting month to allow for contract runs to occur if required. This figure is not a set date, and the snapshot can be taken later, as long as the data is submitted by the reporting deadline.

On the snapshot day, agents shall report the entire number of their live registrations, and also the number for which they have never received a D0268. This will be split into the Settlement Runs, and will be based on when the runs have occurred, and where the EFD has passed these runs.

The snapshot should also take into account any live registrations that were held in the previous 14 months in order to capture any Metering Systems that have since changed agents, but the old agent still has not received a D0268 for.

What are the standards to be submitted for DC & MOA – (HH)	
Standard 1	Number of live registrations held at any point in the previous 14 months to snapshot day
Standard 2	Number of registrations for which no D0268 is held.
Standard 3	Number of D0268s missing between 17WD and 39WD from EFD (after SF)
Standard 4	Number of D0268s missing between 40WD and 84WD from EFD (after R1)
Standard 5	Number of D0268s missing between 85WD and 154WD from EFD (after R2)
Standard 6	Number of D0268s missing between 155WD and 292WD after from EFD (after R3)
Standard 7	Number of D0268s missing after 293WD from EFD (after RF)

What will agent have to do to submit the data?

Agents will be required to, on a snapshot day, examine the total portfolio of live appointments that have been held in the previous 14 months and establish those for which MTDs have not been sent. For new agents, this will be based on D0155s received. Current HHDCs will also have to examine any D0148s received to see if this was due to a change of HHMOA, and report all instance of these as well.

Points of note with the Serial

Confirmation on what is meant by 'missing': The Group considered that the Serial explanation should be explicit that the Settlement Risk was most accurately reflected when the agent has received an appointment, but has not received MTDs. Missing is to be considered as when a D0155/D0148 has been received, but there has been no associated D0268 received.

Incorrect appointments: The Group noted that the agent may not receive MTDs following the appointment flow being received, as the sending of the appointment flow was actually erroneous. The Group did not feel that this was a common occurrence and may highlight a potential issue with the appointment process and instances should be included.

Missing D0148s: As live registrations will be captured based on D0155s received, in order to report where the missing data was expected from, the relevant D0148 will need to be checked to discover the details of the hub. If this has not been received, then there will need to be a similar 'unknown' category to that needed with the missing hub flow Serial.

New Serial 5: The risk that missing HH MTDs results in Meter Readings being misinterpreted or not collected and the inability to issue HH MTDs to other agents.

Example Data Provider: New HHDC reporting on the HH MOA

Key data Table		PARMS submission (Reporting Period t= May 09)							Notes
HHDC EFD (J0219 on D0155) Note the new MOA will reference the J0210 data item on the D0155 and the current DC will reference the J0219 on the D0148)	Receipt date of complete D0268	Std 1 No of live reg by Supplier	Std 2 No of live reg missing D0268	Std 3 No of live reg missing D0268 between 17WD and 39WD from EFD (after SF)	Std 4 No of live reg missing D0268 between 40WD and 84WD from EFD (after R1)	Std 5 No of live reg missing D0268 between 85WD and 154WD from EFD (after R2)	Std 6 No of live reg missing D0268 between 155WD and 292WD from EFD (after R3)	Std 7 No of live reg missing D0268 after 293WD from EFD (after RF)	All data shown is assumed to be for a single combination of GSP Group and Supplier
03/05/2009	12/05/2009	1	0	0	0	0	0	0	This will be included in standard 1 as whilst all D0268s have been received the agent still has a live registration.
12/04/2009		1	1	1	0	0	0	0	The complete set of D0268s has not been received
11/11/2008		1	1	0	0	1	0	0	The complete set of D0268s has not been received
03/04/2008	28/05/2009	1	0	0	0	0	0	0	While this failure to submit the D0268 in time for RF is not submitted reported for this Serial, it will be picked up in the timeliness Serial, if the new HHMOA exchanges the Meter following its appointment
10/03/2008		1	1	0	0	0	0	1	The complete set of D0268s has not been received
17/03/2009	02/06/2009	1	1	0	1	0	0	0	Included as missing, as D0268 received after end of Reporting Period. Would also be captured in June 09 timeliness of receipts Serial.
May 09 submission		**6**	**4**	**1**	**1**	**1**	**0**	**1**	

New Serial 6: The risk that the quality of the HH MTDs sent results in Meter Readings being misinterpreted or not collected and inability to issue HH MTDs to other agents.

This is an adjustment to the current HM06[17] Serial, but with the period extended to 14 months to identify incorrect MTDs affecting RF, and with additional guidance regarding exclusions, as not all changes that are made to MTDs can have a material impact on Settlement. Therefore only changes that can affect the accuracy of data will be submitted.

Purpose of the Serial

A third Serial is proposed to assess the quality of the MTDs that have been submitted, based on any that have to be resent with updated information in the key fields.

Who should report the Serial?

The Serial will be submitted by the HHDC on the quality of the HH MTDs sent by the HH MOA.

Who should submit the Serial			
Role that will submit the Serial	Report on	Flow to be used in the calculation for Serial submission	Key data item
HHDC	HHMOA re-sending the D0268	D0268s resent correcting information	J1254 (MSMTD EFD)

Key Data Items

D0268: Half Hourly Meter Technical Details

HH MTDs are transferred when there is a change of equipment, configuration or CoA.

Based on the list in BSCP514 section 8.2 and information contained in the D0268 data flow the following items are the key Meter Technical Details fields. This Serial should only report where there has been a change to one of the following and MTDs have been re-sent:

- Outstation Id (J0428);
- Meter Id (Serial number) (J0004);
- Outstation number of channels (J0469);
- Measurement Quantity Id (J0103);
- Meter multiplier (J0475);
- Pulse multiplier (J0432);
- CT and / or VT Ratios (J0454 & J0455);
- Access to ME at Password Level 3 (J0470 – Outstation Password Level 1);
- Associated Meter Id (J0476) where there is a main and check Meter; and
- Meter CoP (J0418) on a Change of Code of Practice.

What will be submitted?

The Serial will measure how many times the HH MTDs were re-sent with the same MSMTD EFD where there has been a change in a key field of the D0268.

[17] HM06 'Quality of D0268'

What are the standards to be submitted for HHDC and HHMOA submissions	
Standard 1	Total number of D0268s received within the reporting period
Standard 2	Total number of D0268s that are resubmissions with the same EFD and a key data field change within 14 months
Standard 3	Average number of submissions per MPAN

The Group had considered a Serial similar in structure to the other new ones, however it was decided that this would be measuring similar information to timeliness of MTDs Serial, and that as there is no guarantee that the most recent MTD is correct it means that the banding does not provide a useful measure of quality.

What will agent have to do to submit the data?

The HHDC will be required to interrogate its system to determine whether it had previously received any MTDs for the same MSID within the previous 14 months with the same MSMTD EFD, but where one or more of the key fields had changed.

New Serial 6: The risk that the quality of the HH MTDs sent results in Meter Readings being misinterpreted or not collected and inability to issue HH MTDs to other agents.

Key Data Table			PARMS submission (Reporting Period t= May 09)			Notes
MPAN	Receipt date of D0268	EFD of MSMTD	Std 1 No of D0268s received within the period	Std 2 Number of previously received with same EFD and a key field change in previous 14 months	Std 3 Average number of submissions per MPAN	All data shown is assumed to be for a single combination of GSP Group and Supplier
2000000000011	06/05/2009	15/03/2009	1	1	~~2~~	1st Submission with different key data made in previous reporting period. Number of attempts not counted as a 3rd submission for this MSID received later in this Reporting Period
2000000000011	21/05/2009	15/03/2009	1	1	3	This is the 3rd submission for this MSID where there have been changes to key data
2000000000013	15/05/2009	10/05/2009	1	0	1	This is the first time MTD for this MPAN have been received
2000000000017	12/05/2009	28/09/2008	1	1	3	MTD previously received twice in earlier reporting period with changes to key data
2000000000016	29/05/2009	20/05/2008	1	0	1	MTD previously received with same EFD, but no changes to key data
May 09 submission			**5**	**3**	**8 / 4 = 2**	Note that this looks at the average number per MPANs (4 MPANs in this reporting period.

Transfer of NHH Meter Technical Details (MTDs)

For this Settlement Risk area the Group has proposed two new Serials:

- Timeliness of sending of MTDs; and
- Missing MTDs.

The Group is proposed not to use the receipt of both the D0149 and D0150 as whilst both can be sent the D0150 is sent in all circumstances.

The Group's rationale for splitting the Serial is that as with the Supplier Hub Serial, there is an opportunity to report on both missing and the timeliness of D150s, as one should be sent by the new MOA following every new appointment and on change of DC. As there is a distinction between the flows that have been sent, and those which remain missing and continue to affect Settlement, this represents two different opportunities. Therefore it is felt that two separate Serials are required to accurately measure the Settlement Risk.

The Group confirmed that as opposed to HH Serial it is not possible to define all the key data changes in the D0150 so not exclusions will apply and the timeliness Serial submission will have no exclusions in the D0150 flow. Also in a Change of MOA occurrence with no change of Meter the DC may continue to use the MTDs in its system until the new MOA submits MTDs. Failure of the new MOA to submit MTDs at all would be picked up in the missing MTDs Serial (Serial 8).

With regard to the missing submission of MTDs it would not be possible to measure missing MTDs following a change to the Meter as the DC would not know that a change to the Meter had occurred. Therefore this Serial would only measure missing MTDs following a change of MOA or DC.

New Serial 7: The risk that NHH MTDs are not received in a timely manner resulting in Meter Readings being misinterpreted or not collected and inability to issue NHH MTDs to other agents.

Purpose of the Serial

100% of MTDs should be received by NHHDCs by 15WDs of the DC EFD following a change to or of the Metering System. This Serial will measure when there has been a change to a Metering System that the NHHDC is provided with updated MTDs.

This relates to Meter changes and does not capture on a Change of Agent the time it takes for the new agent to receive MTDs. The Change of Agent measure is captured in Serial 8.

Who should submit the Serial?

The Serial will measure how good NHH MOAs are at sending MTDs to NHHDCs in a timely manner, following a change to or of the Metering System. As such, the NHHDC will be reporting on the NHH MOA.

Who should submit the Serial			
Role that will submit the Serial	Report on	Flow to be used in the calculations for Serial submission	Key Data item
NHHDC	NHHMOA sending D0150	D0150s sent	J1254 (MSMTD EFD) in D0150

Key Data items

D0150: Non Half Hourly Meter Technical Details

These flows are sent by the NHH MOA and contain details of the mapping of physical registers to time pattern regimes and the NHH Meter Technical Details.

What will be submitted?

In order to capture the timeliness of flows relating to Meter changes, the NHHDC should compare the MSMTD EFD (J1254) and the received date of the D0150 and submit instances where these dates are different.

What are the standards to be submitted by NHHDCs	
Standard 1	Number of D0150s received within the reporting period
Standard 2	Number of D0150s not received before SF
Standard 3	Number of D0150s received between +17WD and +39WD from EFD (after SF)
Standard 4	Number of D0150s received between +40WD and +84WD from EFD (after R1)
Standard 5	Number of D0150s received between +85WD and +154WD from EFD (after R2)
Standard 6	Number of D0150s received between +155WD and +292WD from EFD (after R3)
Standard 7	Number of D0150s received later than +293 WD from EFD (after RF)

What will an agent have to do to submit the data?

The NHHDC will a have to compare the MSMTD EFD (J1254) in any received D0150s within the reporting period with the date that the D0150 was received. Where these dates are different, the NHHDC compare all data items within the D0155 in order to identify any MTDs that have been submitted following a Meter change. Where any of these are different, the number of Working Days between the J1254 and the receipt date will then need to be calculated.

The Group considered if the Underpin process should be taken into account as the MTDs may be acquired from other sources than the MOAs and concluded that these should also be included in the submission.

Serial 7: The risk that notification of NHH MTDs is not received in a timely manner resulting in Meter Readings being misinterpreted or not collected and inability to issue NHH MTDs to other agents.

Data Provider: NHHDC

Key Data Table			PARMS submission (Reporting Period t= May 09)								Notes
Receipt date of D0150	MSMTD EFD (J1254)	+/- WD elapsed (receipt date of D0150 – MSMTF EFD J1254 on D0150)	Std 1 No of D0150s received within the period	Std 2 No of D0150s not received before EFD within the period	Std 3 No of D0150s received between +1WD and +16WD from EFD	Std 4 No of D0150 received between +17WD and +39WD from EFD	Std 5 No of D0150s received between +40WD and +84WD from EFD	Std 6 No of D0150received between +85WD and +154WD from EFD	Std 7 No of D0150 received between +155WD and +292WD from EFD	Std 8 Number of D0150 received later than +293 WD from EFD	All data shown is assumed to be for a single combination of GSP Group and Supplier
06/05/09	08/05/2009	-2	1	0	0	0	0	0	0	0	D0150 received -2WD before agent app. Date (J0219)
15/05/09	15/05/2009	1	1	1	1	0	0	0	0	0	
12/05/09	03/05/2009	7	1	1	1	0	0	0	0	0	
21/05/09	07/04/2009	31	1	1	0	1	0	0	0	0	
29/05/09	28/05/2009	2	1	1	1	0	0	0	0	0	
01/05/09	21/01/2009	72	1	1	0	0	1	0	0	0	
28/05/09	03/04/2008	292	1	1	0	0	0	0	1	0	
May 09 submission			**7**	**6**	**3**	**1**	**1**	**0**	**1**	**0**	

New Serial 8: The risk that missing NHH MTDs results in Meter Readings being misinterpreted or not collected and the inability to issue NHH MTDs to other agents.

Purpose of the Serial

100% of MTDs should be received by NHHDCs and NHHMOAs by 15WDs of the agent's EFD following a Change of Agent.

Note that these may have been sent late due to a late request for them or a late notification of other agents in the Supplier hub.

Who should submit the Serial?

The Serial will measure how good MOAs are at sending the MTDs on a Change of Agent. In order to capture all elements of the associated Settlement Risks, Old and New NHH MOAs will have to be reported on, as it is impossible for a new NHH MOA to send MTDs to a NHHDC if they have not received it in the first place. As such, the new NHH MOA will report on the old MOA; the existing NHHDC will report on the new NHH MOA and the new NHHDC will report on the MOA.

Who should submit the Serial			
Role that will submit the Serial	Report on	Flow to be used in the calculations for Serial submission	Key Data item
New NHH MOA	Old NHH MOA sending D0150	D0150s missing	J0210 (EFD MOA) in D0155
Current NHHDC	New NHH MOA sending D0150	D0150s missing	J0210 (EFD MOA) in D0148
New NHHDC	NHH MOA sending D0150	D0150s missing	J0219 (EFD DCA) in D0155

Key Data items

D0148: Notification of Change to other parties

Supplier accepts the terms and issues a D0148 confirming appointment of DC and MOA.

D0150: Non Half Hourly Meter Technical Details

These flows are sent by the NHH MOA and contain details of the mapping of physical registers to time pattern regimes and the NHH Meter Technical Details.

D0155: Notification of new Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant NHHDCs and NHHMOAs of their appointment with a given effective from date.

What will be submitted?

- The new NHH MOA should report for all D0155s received where the D0150 is missing after the EFD for the new NHH MOA;
- The NHHDC should report for all D0148s received where the D0150 is missing after the EFD of the new NHHMOA. This should only be where D0148s are received for a pre-existing appointment, not where a new D0155 has been received; and

- The new NHHDC should report for all D0155s received where the D0150 is missing after the EFD for the NHHDC.

In order to capture the instances where D0150s is missing, and therefore is still affecting Settlement, as opposed to those which have not been received in a timely manner, agents must examine their entire portfolio of appointments to see which they have yet to receive MTDs for.

So as not to introduce undue complexity into the Serial, to provide an indicative picture of performance against the Serial, a snapshot day will need to be taken at the end of the Reporting Period. It is proposed that this should be done at least 5WD after then end of the reporting month to allow for contract runs to occur if required. This figure is not a set date, and the snapshot can be taken later, as long as the data is submitted by the reporting deadline.

On the snapshot day, agents shall report the entire number of their live registrations, and also the number for which they have never received a D0150. This will be split into the Settlement Runs, and will be based on when the runs have occurred, and where the EFD has passed these runs.
The snapshot should also take into account any live registrations that were held at any point in the previous 14 months in order to capture any Metering Systems that have since changed agents, but the old agent still has not received a D0150 for.

What are the standards to be submitted for DC & MOA (NHH)	
Standard 1	Number of live registrations held at any point in the previous 14 months to snapshot day
Standard 2	Number of registrations for which no D0150 is held.
Standard 3	Number of D0150s missing between 17WD and 39WD from EFD (after SF)
Standard 4	Number of D0150s missing between 40WD and 84WD from EFD (after R1)
Standard 5	Number of D0150s missing between 85WD and 154WD from EFD (after R2)
Standard 6	Number of D0150s missing between 155WD and 292WD from EFD (after R3)
Standard 7	Number of D0150s missing after 293WD from EFD (after RF)

What will agent have to do to submit the data?

Agents will be required to, on a snapshot day, examine the total portfolio of live appointments that have been held in the previous 14 months and establish those for which MTDs have not been sent. For new agents, this will be based on D0155s received. Current NHHDCs will also have to examine any D0148s received to see if this was due to Change of NHHMOA, and report all instance of these as well.

For all identified instances, the number of Working Days that the MTDs have been missing will need to be calculated and grouped according to the above timescales.

Where Underpin has been used these should also be reported.

Points of note with the Serial

Confirmation on what is meant by 'missing'. The Group considered that the Serial explanation should be explicit that the Settlement Risk was most accurately reflected when the agent has received an appointment, but has not received MTDs. Missing is to be considered as when a D0155/D0148 has been received, but no associated D0150 received.

Incorrect appointments: The Group noted that the agent may not receive MTDs following the appointment flow being received, as the sending of the appointment flow was actually erroneous. The Group did not feel that this was a common occurrence and may highlight a potential issue with the appointment process and instances should be included.

Missing D0148s: As live registrations will be captured based on D0155s received, in order to report where the missing data was expected from, the relevant D0148 will need to be checked to discover the details of the hub. If this has not been received, then there will need to be a similar 'unknown' category to that needed with the missing hub flow Serial so as to capture an unknown NHHDC or NHHMOA.

New Serial 8: The risk that missing NHH MTDs results in Meter Readings being misinterpreted or not collected and the inability to issue NHH MTDs to other agents.

New NHHMOA submitting on the old NHH MOA

Key data Table		PARMS submission (Reporting Period t= May 09)							Notes
New NHHMOA EFD (J0209 on D0155) Note the existing NHHDC will reference the NHHMOA EFD (J0210) in the D0148. THE new NHHDC will reference its EFD (J0219) in the D0155	Receipt date of complete D0150	Std 1 No of live reg by Supplier	Std 2 No of live reg missing D0150	Std 3 No of live reg missing D0150 between 17WD and 39WD from EFD (after SF)	Std 4 No of live reg missing D0150 between 40WD and 84WD from EFD (after R1)	Std 5 No of live reg missing D0150 between 85WD and 154WD from EFD (after R2)	Std 6 No of live reg missing D0150 between 155WD and 292WD from EFD (after R3)	Std 7 No of live reg missing D0150 after 293WD from EFD (after RF)	All data shown is assumed to be for a single combination of GSP Group and Supplier
03/05/2009	12/05/2009	1	0	0	0	0	0	0	This will be included in Std 1 as whilst the D0150 have been received the agent has a live registration.
12/04/2009		1	1	1	0	0	0	0	The complete set of D0150s has not been received
11/11/2008		1	1	0	0	1	0	0	The complete set of D0150 has not been received
03/04/2008	28/05/2009	1	0	0	0	0	0	0	While this failure to submit the D0150 in time for RF is not submitted for this serial, it will have been picked up in the late serial
10/03/2008		1	1	0	0	0	0	1	The complete set of D0150s has not been received
17/03/2009	02/06/2009	1	1	0	1	0	0	0	Included as missing, as D0150 received after end of Reporting Period.
May 09 submission		**6**	**4**	**1**	**1**	**1**	**0**	**1**	

New Serial 9: The risk that on a change of NHHDC the new NHHDC does not receive historic NHH Metered Data/final Meter Readings that are required to validate and process subsequent readings resulting in the use of default or old data in Settlement.

The Group noted that mitigating this Settlement Risk represented the main usage of the Underpin process, due to the dependency of the NHHDC to have this information before they can submit any data into Settlement, as it must be validated against the old data.

Whilst the use of Underpin is may only happen on occasion these instances still represented a failing in the process that this should be noted, and the number submitted.

Purpose of the Serial

The new NHHDC should receive 100% of Meter Readings (D0010) and Meter Reads and History (D0152) from the outgoing NHHDC within 15WDs of its appointment date.

Who should submit the Serial?

The new NHHDC will submit on the performance of the old NHHDC and should submit for all D0155s received during the Reporting Period for which they are the agent and use the Data Item J0219 as the incoming NHHDC to check that the D0010 and D0152 data flows have been received within 15WDs of its EFD. The D0148 data flow will also need to be taken into consideration to confirm the old NHHDC (note the request from the new NHHDC to the old NHHDC is triggered by the D0148 flow, if this flow is missing the history may not have been requested and therefore not sent).

Note that the latest data for receipt of the D0010 and D0152 will be used. If either the D0010 or D0152 is not received this will still be classed as missing until both flows are received.

Who should submit the Serial			
Role that will submit the Serial	Report on	Flow to be used in the calculations for Serial submission	Key Data item
New NHHDC	Old NHHDC sending D0010 & D0152	D0010 & D0152s missing	J0219 (EFD DCA) in D0155

Key Data

D0010: Meter Readings

Cumulative readings and maximum demand readings provided by the old NHHDC to the new NHHDC.

D0148: Notification of Change to other parties

Notification to MOA or DC of any changes to relevant agents' appointments and/or terminations for a Metering Point.

D0152: Metering System EAC/AA Historical Data

The NHHDC sends historical details of the AA and EAC calculated by the NHHDC for a Metering System.

D0155: Notification of New Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs, NHH DCs and MOAs of their appointment with a given effective from date.

What will be submitted?

The new NHHDC should submit for all D0155s received in the reporting period where the D0010 and D0152 data flows have not been received from the old NHHDC by 15WDs of the new NHHDC EFD.

In order to capture instances where the D0010 and D0152 data flows are **missing**, and therefore are still affecting Settlement, agents must examine their entire portfolio of appointments to identify where a D0155 has been received but no D0010 and D0152.

So as not to introduce undue complexity into the Serial, to provide an indicative picture of performance against the Serial, a snapshot day will need to be taken at the end of the Reporting Period. It is proposed that this should be done at least 5WD after then end of the reporting month to allow for contract runs to occur if required. This figure is not a set date, and the snapshot can be taken later, as long as the data is submitted by the reporting deadline.

On the snapshot day, agents shall report the entire number of their live registrations, and also the number for which they have never received a D0010 and D0152. This will be split into the Settlement Runs, and will be based on when the runs have occurred, and where the EFD has passed these runs.

The snapshot should also take into account any live registrations that were held at any point in the previous 14 months in order to capture any Metering Systems that have since changed agents, but the old agent still has not received a D0010 and D0152 data flow for.

What are the standards to be submitted by NHHDC	
Standard 1	Number of live registrations held at any point in the previous 14 months to snapshot day
Standard 2	Number of registrations for which no D0010 and D0152 is held
Standard 3	Number of D0010 and D0152s missing between 17WD and 39WD from EFD (after SF)
Standard 4	Number of D0010 and D0152s missing between 40WD and 84WD from EFD (after R1)
Standard 5	Number of D0010 and D0152s missing between 85WD and 154WD from EFD (after R2)
Standard 6	Number of D0010 and D0152s missing between 155WD and 292WD from EFD (after R3)
Standard 7	Number of D0010 and D0152s missing after 293WD from EFD (after RF)

What will agent have to do to submit the data?

For the missing Serial, agents would be required to, on a snapshot day, examine the total portfolio of live appointments that have been held in the previous 14 months and establish those for which a D0010 and D0152s have not been received, but where a D0155 had been received. For those where the D0152 received was missing the agent would have to establish, based on the EFD of the appointment, which Settlement Runs had been passed.

Points of note with the Serial

Does not capture timeliness of sending D0010 and D0152s: The activity that this Serial measures can only be triggered by a Change of Agent scenario. The Group originally considered a Serial to measure the timeliness of submissions of D0010 and D0152 flows; however as this would only have picked up Change of Agent scenarios, it was discounted so as to be consistent with the timeliness serial relating to Change of Metering for the MTD Serials. In addition the Group concluded that as all late flows will be classed at some point as missing so will not provided any additional information.

D0010 and D0152 data flows being sent on different days: The Serial will not differentiate if the D0010 and D0152 data flows are sent on different days as the Serial measures the complete submission of the D0010 and D0152 data flows and will use class the both data items as missing until both are received.

New Serial 9: The risk that on a change of NHHDC the new NHHDC does not receive historic NHH Metered Data / final Meter Readings that are required to validate and process subsequent readings resulting in the use of default or old data in Settlement.

Key data table			PARMS Submissions (Reporting Period t = May 09)ion (Reporting Period t= May 09)							Notes
EFD of NHHDC appointment (J)	Receipt date of complete D0010/D0152	**+ / -** WD missing	Std 1 No of live reg by Supplier	Std 2 No of live reg missing D0010 and D0152	Std 3 No of live reg missing D0010 and D0152 between 17WD and 39WD from EFD (after SF)	Std 4 No of live reg missing D0010 and D0152 between 40WD and 84WD from EFD (after R1)	Std 5 No of live reg missing D0010 and D0152 between 85WD and 154WD from EFD (after R2)	Std 6 No of live reg missing D0010 and D0152 between 155WD and 292WD from EFD (after R3)	Std 7 No of live reg missing D D0010 and D0152 after 293WD from EFD (after RF)	All data shown is assumed to be for a single combination of GSP Group and Supplier
03/05/2009	12/05/2009	7	1	0	0	0	0	0	0	
12/04/2009			1	1	1	0	0	0	0	The D0010 and D0152 has not been received
11/11/2008			1	1	0	0	1	0	0	The D0010 and D0152 has not been received
03/04/2008	27/05/2009	291	1	0	0	0	0	1	0	This will be submitted as missing for the R3 run but will not be submitted as missing for the RF as received before the cut off date.
10/03/2008			1	1	0	0	0	0	1	The D0010 and D0152 has not been received
May 09 submission			5	3	1	0	1	0	1	

New Serial 10: The risk that HHMOAs do not resolve Meter Investigation requests in a timely manner resulting in estimated data entering Settlement.

This is an amendment to the current HM01[18] Serial. This Serial does not cover a specific related Settlement Risk. The closest one, SR0112[19], refers to faulty data entering Settlement as a result of a Meter fault.

When a D0001[20] data flow has been raised requesting a Meter investigation, a potential fault may have been noted, and estimated data will be entered into Settlement.

However, the Group felt that estimated data was inherently less accurate than actual recorded data, and as such if a Meter investigation was not resolved in a timely manner this would also represent a risk to Settlement. The Group concluded that a new Serial should be proposed to monitor HHMOAs' ability to deal with such investigation request in a timely manner.

The Group noted that as HHMOAs will not always have a contract with Suppliers and that generally HHMOAs will contract directly with the customer, it is more important to monitor performance centrally as the Supplier may not be able to use contracted terms with the HH MOA to improve performance.

Purpose of the Serial

The HHMOA should resolve 100% of D0001 (Request Metering System Investigation) flows within 15 Working Days. As an update made using a D0002[21] is no longer allowed all D0002 flows should be the resolution of the investigation.

Who should submit the Serial?

The Serial will be submitted by the HHDC, on the HHMOAs ability to respond to D0001s in a timely manner; however it should be noted that the HHMOA may need assistance from the HHDC, Supplier, LDSO or customer to complete the investigation and take any resolution activity necessary.

The Serial will not make a distinction on which Party has raised the D0001 (either the HHDC or Supplier) as it is measuring the timeliness of the HHMOA in sending the D0002 to the HHDC.

Who should submit the Serial			
Role that will submit the Serial	Report on	Flow to be used in the calculation for Serial submission	Key Data items
HHDC	HHMOA sending D0002	D0002	J1012 (Date fault detected/suspected) J0014 (Date of action)

Key Data Items

D0002: Fault Resolution Report or Request for Decision on Further Action

Fault investigation has been carried out and a report on action taken is being made or request for a decision on next course of action.

What will be submitted?

As the HHDC will not always send the D0001, to capture all instances of suspected Meter faults the

[18] HM01 'HH Meter Faults: Time taken to Resolve'

19 SR0112 'The risk that HHDCs use data from faulty Metering Systems resulting in incorrect data being entered into Settlement'.

20 D0001 'Request Metering System Investigations'

21 D0002 'Fault Resolution Report or Request for Decision on Further Action'

HHDC will submit against the length of time that it has taken for the fault to be investigated and resolved. The HHDC will compare the Date Fault Suspected/Detected (J1012) in the D0002 data flow and the Date the D0002 data flow was received by the HHDC.

What are the standards to submitted by HHDC	
Standard 1	Number of D0002s received in Reporting Period
Standard 2	Number of D0002s received between 1WD and 16 from the Date Fault Suspected/Detected (J1012) (before SF)
Standard 3	Number of D0002s received between 17WD and 39WD from the Date Fault Suspected/Detected (J1012) (before R1)
Standard 4	Number of D0002s received between 40WD and 84WD from the Date Fault Suspected/Detected (J1012) (before R2)
Standard 5	Number of D0002s received between 85WD and 154WD from the Date Fault Suspected/Detected (J1012) (before R3)
Standard 6	Number of D0002s received between 155WD and 292WD from the Date Fault Suspected/Detected (J1012) (before RF)
Standard 7	Number of D0002s received after 293WD from the Date Fault Suspected/Detected (J1012) (after RF)

What will agent have to do to submit the data?

The HHDC would be required to investigate compare the D0002 received date with the Date Fault Suspected/Detected (J1012) in the D0002 and calculate the number of Working Days in between.

New Serial 10: The risk that HHMOAs do not resolve Meter Investigation requests in a timely manner resulting in estimated data entering Settlement.

Data Provider: HHDC

Key Data Table			PARMS submission (Reporting Period t= May 09)						
Receipt date of D0002	Date Fault Suspected/ Detected (J1012) in D0002	+/- WD elapsed (receipt date of D0002 and J1012 in the D0002)	Std 1 Number of D0002s received in Reporting Period	Std 2 Number of D0002s received 1WD and 16 from the Date Fault Suspected/Detected (J1012) (before SF)	Std 3 Number of D0002s received between 17WD and 39WD from the Date Fault Suspected/Detected (J1012) (before R1)	Std 4 Number of D0002s received received between 40WD and 84WD from the Date Fault Suspected/Detected (J1012) (before R2)	Std 5 Number of D0002s received between 85WD and 154WD from the Date Fault Suspected/Detected (J1012) (before R3)	Std 6 Number of D0002s received between 155WD and 292WD from the Date Fault Suspected/ Detected (J1012) (before RF)	Std 7 Number of D0002s received after 293WD from the Date Fault Suspected/Detected (J1012) (after RF)
12/05/2009	03/05/2009	7	1	1	0	0	0	0	0
21/05/2009	07/04/2009	31	1	0	1	0	0	0	0
01/05/2009	21/01/2009	72	1	0	0	1	0	0	0
28/05/2009	03/04/2008	292	1	0	0	0	0	1	0
May 09 submission			**4**	**1**	**1**	**1**	**0**	**1**	**0**

Serial 11: Additional guidance on submitting the SP04[22] Serial. The structure of this Serial is out of scope.

Submitting the SP04 Serial – Guidance for Suppliers:

As noted in the PARMS Serial Report the structure of this Serial is outside the scope of the review due to the implications the Serial has on the calculations of Supplier Charges. The Group did consider how it could improve the guidance for Suppliers on how to submit the Serial.

The Serial is submitted by Suppliers and analysis identified that there was potential for Suppliers to incorrectly submit this Serial and incur excessive Supplier Charges.

The BSC requires that all 100kW Metering Systems have the appropriate Half Hourly (HH) Metering System installed. Once a site has been identified as requiring a HH Metering System, the Supplier has three months to make the change. If three months pass without HH Metering being installed, then the Metering System must be reported via the SP04 Serial. For each Metering System, the Supplier is liable for a charge for each calendar day that HH Metering is not installed.

To identify if a site requires a mandatory 100kW Metering System the average of the three highest maximum monthly demands over the previous twelve months must exceed 100kW.

As the criteria will only look at the previous 12 months' activity, a 100kW Metering System will not necessarily continue to meet the criteria for mandatory HH Metering – if activity at the site changes such that the criteria are no longer met, it will cease to required a mandatory 100kW Metering System.

The SP04 Serial should only report 100kW Metering Systems which have not had HH Metering installed. If a NHH site that did require HH Metering no longer qualifies as a 100kW Metering System then it should not be reported via the SP04 Serial until it meets the criteria again.

The table below contains an example on when a MSID should be submitted within a SP04 file. The records in bold indicate the trigger point for submitting a SP04 record for that Metering System.

The key data items and structure will remain the same.

Example MSID

[22] SP04 'Installation of HH Metering'

Reporting Period	Maximum Monthly Demand
Feb-08	78
Mar-08	95
Apr-08	84
May-08	48
Jun-08	96
Jul-08	80
Aug-08	93
Sep-08	91
Oct-08	90
Nov-08	88
Dec-08	95
Jan-09	92
Feb-09	93
Mar-09	90
Apr-09	**128**
May-09	**130**
Jun-09	80
Jul-09	90
Aug-09	**129**
Sep-09	**120**
Oct-09	88
Nov-09	88
Dec-09	88
Jan-10	99
Feb-10	99
Mar-10	94
Apr-10	99
May-10	97
Jun-10	96
Jul-10	99
Aug-10	92
Sep-10	93
Oct-10	97
Nov-10	96
Dec-10	97
Jan-11	94

The three highest maximum demands in the last 12 months are 128,96 and 95, which gives an average maximum demand of 106. The Supplier will now have three months to install a HH Meter, starting from May 09.

The three month grace period

A HH meter has not been installed, so the MSID must be reported under the SP04 serial starting from the Aug 09 reporting period as the average of the three maximum demands in the past tweleve months (130, 128 & 95) still exceeds 100.

The average of the three highest maximum monthly demands in the previous twelve months is below 100kw, so the Metering System should stop being reported from December 09.

Key		SP04 Submission required
		SP04 Submission not required
		3 month grace period for installing a HH Metering System.