

<p style="text-align: center;">Change Proposal – BSCP40/02</p>	<p>CP No: CP1407</p> <p><i>Version No: v0.2</i> (mandatory by BSCCo)</p>
<p>Title (mandatory by originator)</p> <p>Updates to current LLF audit templates</p>	
<p>Description of Problem/Issue (mandatory by originator)</p> <p>The annual Line Loss Factor (LLF) audit checks that the LLFs identified by the Licensed Distribution System Operators (LDSOs) for the forthcoming BSC year are calculated in line with the methodology set out in Balancing and Settlement Code Procedure (BSCP) 128 'Production, Submission, Audit and Approval of Line Loss Factors'.</p> <p>Upon a review of the process, the following inefficiencies have been identified:</p> <ul style="list-style-type: none"> • Risk that the audit may not be completed to time or quality due to multiple different formats of similar information from the array of LDSOs; and • Risk that the audit may not be completed to the required quality due to the inherent manual processes to check data. <p>The audit process currently presents a number of issues including heavy reliance on a paper trail and manual version control. There is also lots of data checking processes that could be simplified e.g. into spreadsheets etc.</p> <p>To further ensure the audit gets completed on time and reduce the risk for errors, it is necessary to introduce some further controls.</p>	
<p>Proposed Solution (mandatory by originator)</p> <p>CP1407 v2.0 proposes to create a set of compulsory templates with consistent formatting for the LDSOs to complete. These templates will be optional and will make use of the most appropriate file format available for certain elements of the submission. The proposed changes are as follows:</p> <ul style="list-style-type: none"> • Move tables 2.1 and 2.2 with the Calculation Self Assessment Document (CSAD) from BSCP128: Appendix 3 and BSCP128: Appendix 4 to a proposed new Appendix in an Excel Workbook format; • Site specific LLFs – design consistent template in excel for LDSOs to submit and enable quick review by ELEXON; and <p>As a result of the changes prompted by the review, a general review of the BSCP documents was undertaken to ensure the details of the LLF audit process is up to date and accurate. Taking this and the responses received to the CP Impact Assessment for CP1407 v1.0 into account, changes have been made which includes the addition of three Appendices to BSCP128. CP1407 v2.0 will make amendments to each BSCP128 Appendix as follows:</p> <ul style="list-style-type: none"> • BSCP128 Appendix 1: Methodology of Self Assessment Document (MSAD) for Host LDSOs and Embedded LDSOs that do not Mirror – no changes will be made; • BSCP128 Appendix 2: Methodology of Self Assessment Document (MSAD) for Host 	

LDSOs and Embedded LDSOs that Mirror – no changes will be made;

- BSCP128 Appendix 3: Calculation Self Assessment Document (CSAD) for Host LDSOs and Embedded LDSOs that do not Mirror – additional draft redlined changes made since CP1407 v1.0 are highlighted in yellow;
- BSCP128 Appendix 4: Calculation Self Assessment Document (CSAD) for Host LDSOs and Embedded LDSOs that Mirror – additional draft redlined changes made since CP1407 v1.0 are highlighted in yellow;
- Proposed new Appendix in Excel format: BSCP128 Appendix 5: CSAD 2.1 and 2.2 tables for all Host and Embedded Submissions - additional draft redlined changes made since CP1407 v1.0 are outlined in red;
- BSCP128 Appendix 5: CVA Long and Short Format data files to be renamed as Appendix 6;
- BSCP128 Appendix 6: SVA Format data file (D0265) to be renamed as Appendix 7;
- BSCP128 Appendix 7: SVA Summary Report to be renamed as Appendix 8;
- Proposed new Appendix in Excel format – BSCP128 Appendix 9: Site Specific LLF Calculation Audit Evidence Template - additional draft redlined changes made since CP1407 v1.0 which are as follows:
 - an additional LLF Calculation Sheet for Export has been included;
 - a description box on how the import and export are combined to calculate the final LLF has been included; and
 - customer import and export load data tabs have been added to the template; and
- Proposed new Appendix: BSCP128 Appendix 10: Calculation Self-Assessment Document (CSAD) for mid-year LLF submissions.

BSCP128: Appendix 9 is an example calculation template only. Participants should also attach a template which details the calculation of the site specific LLF; only for the sites that ELEXON have nominated as being audited. To accompany this, ELEXON has created a list of requirement descriptions for completing BSCP128: Appendix 9, which participants must use if they choose to use their own template. The requirements are as follows:

1. The calculation details must be provided in a spreadsheet format (requirement 7 and 9 can be provided in additional attachments);
2. Show the year of data being used to calculate the Line Loss Factor#
3. Show that the Line Loss Factor calculation takes into account of both variable losses and fixed losses;
4. Show/confirm that the Line Loss Factor calculation takes into account of Technical Losses only;
5. Show that Line Loss Factor is calculated for the STOD as defined in the methodology statement;
6. Show the difference in network losses when the customer is connected and disconnected;
7. Provide screenshot/raw data to support requirement 6;
8. Show the customer's load data that is being used to calculate the Line Loss Factor;
9. Show the customer's line diagram and label the connection voltage for the customer;
10. Check the calculated Line Loss Factor values against previously approved values (within acceptable tolerance level); and
11. Only applicable - If export and import LLFs are individually calculated and then combined to derive the final LLF, show both export and import LLF calculations using the extra "Additional LLF Calculation" sheet. Provide description on how the export LLF and import LLF are combined to calculate the final LLF.

In addition it should be noted that, if this CP is approved, the BSC Baseline Statement would need to be amended which requires approval from the BSC Panel.

Justification for Change *(mandatory by originator)*

CP1407 v2.0 proposes to make the LLF audit process easier and quicker for ELEXON and LDSOs to complete, while minimising the risk for errors. We envisage that the changes made will mitigate the inefficiencies identified by reducing replication, manual checking and translation; all of which increase the risk of errors. There would also be the benefit of storing as much information as possible electronically to remove the need for lots of manual printing. This CP would also aim to simplify the submission of the templates as much as possible to reduce the risk of the audit not being completed on time or to the required quality.

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

BSC Section K 'Classification and Registration of Metering Systems and BM Units'

Estimated Implementation Costs *(mandatory by BSCCo)*

Seven ELEXON man days of effort to implement the redlined changes. Seven ELEXON man days equates to £1680.

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

BSCP128 'Production, Submission, Audit and Approval of Line Loss Factors'
BSCP128 – Appendix 3 'Calculation Self Assessment Document (CSAD) for Host LDSOs and Embedded LDSOs that do not Mirror'
BSCP128 – Appendix 4 'Calculation Self Assessment Document (CSAD) for Host LDSOs and Embedded LDSOs that Mirror'
BSCP128 – Appendix 5 'CVA Long and Short Format data files'
BSCP128 – Appendix 6 'SVA Format data file (D0265)'
BSCP128 – Appendix 7 'SVA Summary Report'

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

None identified.

Related Changes and/or Projects *(mandatory by BSCCo)*

CP1407 v1.0.

Requested Implementation Date *(mandatory by originator)*

Requested implementation for 26 June 2014 as part of the June 2014 BSC Release.

Reason: This CP needs to be formalised as soon as possible to be in time for the next LLF audit which commences in August 2014 and so CP1407 v2.0 should be included in the next available Release.

Version History (*mandatory by BSCCo*)

v2.0 of CP1407 was issued on 7 April 2014.

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Attachments: Y/~~N~~

CP1407_BSCP128_redlined_v0.2 (34 pages)
CP1407_BSCP128_Appendix 3_redlined_v0.2 (15 pages)
CP1407_BSCP128_Appendix 4_redlined_v0.2 (20 pages)
CP1407_BSCP128_Appendix 5_excel_redlined_v0.2 (5 pages)
CP1407_BSCP128_Appendix 6_redlined_v0.1 (3 pages)
CP1407_BSCP128_Appendix 7_redlined_v0.1 (3 pages)
CP1407_BSCP128_Appendix 8_redlined_v0.1 (3 pages)
CP1407_BSCP128_Appendix 9_excel_redlined_v0.2 (8 pages)
CP1407_BSCP128_Appendix 10_redlined_v0.1 (12 pages)