Final CP Report

CP1510 'Allow the online management of registrations, Market Entry and Market Exit'

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About This Document

This document is the Final Change Proposal (CP) Report for CP1510 which ELEXON has published following the final decision from the Imbalance Settlement Group (ISG) and Supplier Volume Allocation Group (SVG) to approve CP1510.

There are 15 parts to this document:

- This is the main document. It provides details of the solution, impacts, costs, and proposed implementation approach. It also summarises the ISG and SVG's views on the proposed changes and the views of respondents to the CP Consultation, along with the final decision to approve this change.
- Attachment A contains the CP1510 Proposal Form
- Attachments B-M contain the approved redlined changes to deliver the CP1510 solution.
- Attachment N contains the full responses received to the CP Consultation.

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1 Why Change?

What are the current processes?

The current Market Entry, Market Exit, Balancing Mechanism (BM) Unit registration and Authorised Signatories processes are paper based using numerous forms contained within the Balancing and Settlement Code Procedures (BSCPs). These are based on processes that were developed at New Electricity Trading Arrangements (NETA) go live when the forms were submitted by fax or post. The forms require the same information to be populated over multiple forms, and because of this, the process should be updated to be simpler and more streamlined for Market Participants.

How are the processes changing?

The processes surrounding Market Entry, Market Exit, BM Unit registrations and Authorised Signatories are not being amended. However to ensure that the processes are not viewed by participants and potential participants as restrictive, ELEXON is developing a 'self-service' online platform that will give both participants and central BSC Agents a holistic view of Parties' registration data.

This is a tool, being developed under ELEXON's Foundation Programme project, that will enable greater engagement in the BSC arrangements by Market Participants, but will not be mandated and those wishing to continue using the paper based forms will be able to do so.

What is the Foundation Programme?

The Foundation Programme is a project being undertaken by ELEXON to update the BSC Central Systems and create an online platform for Parties to maintain and manage their registration data.

How are Authorised Signatories managed?

Like the registration process, Authorised Signatories are appointed and maintained using paper forms, in this case contained in BSCP38 'Authorisations'. Authorised Signatory data can only be amended by an existing Category 'A' Authorised Signatory[1]. If multiple people are being authorised then the forms need to be duplicated, which can make the process laborious and difficult to manage.

What are Authorised Signatories?

To safeguard the security of BSC Parties and their confidential data, ELEXON will only carry out specific activities on behalf of BSC Parties upon request from persons that have been specified as having the sufficient level of authorisation within the company.

Are there any online forms currently?

Currently Category 'A' Authorised Signatories can access a limited number of online forms via the ELEXON Portal relating to maintaining Authorised Signatory data and submission of some BSC operational data. This functionality is not widely used by Market Participants, and is a digitised version of the paper forms rather than being a more advanced and interactive 'self-service' option.

What is the issue?

The existing process of submitting paper forms for Market Entry, Market Exit, BM Unit registration and Authorised Signatories can be improved to enhance the customer experience. The same information is populated over multiple BSCP forms, which may cause inefficiencies for the customer.

[1] Except for the initial Category A Authorised Signatory, which requires a director's letter.

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Over recent years, there has been an increase of new market entrants, which is likely to further increase with the implementation of forthcoming industry changes affecting BSC processes, such as Modification P344 'Project TERRE implementation into GB market arrangements'. The increase in new participants requires the introduction of a more efficient, digitised process for Market Entry, Market Exit, BM Unit registration and Authorised Signatories.

The Participant Management work stream, under ELEXON's Foundation Programme, is seeking to digitalise the BSCP forms for Market Entry, Market Exit, Authorised Signatories and BM Unit registrations processes. A configurable Software as a Service (SaaS) based platform for a complete view of Market Participants is being designed and a number of BSCPs need to be updated to allow the new online platform to be used as an alternative to paper forms.

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2 Solution

Approved solution

To simplify the Market Entry, Market Exit, BM Unit registration and Authorised Signatories processes and reduce the reliance on paper forms, CP1510 proposes to amend the processes prescribed in the relevant BSCPs to include the online platform being developed under the Foundation Programme as an approved submission method. The solution will facilitate the implementation of the Participant Management System being developed under the Foundation Programme, which encompasses:

- Moving the existing Central Registration Agent (CRA) functionality to Salesforce and, in doing so, allowing self-service maintenance of Authorised Signatories (other than the initial Category A); and
- Offering an alternative Salesforce permissions-based approach for authorisation levels where the category is relevant to Participant Management and thus allowing the use of system permissions, where they exist, as an alternative to the current approach of storing passwords in the registration system.

The proposed wording of the changes in the BSCPs refers to a 'Self Service Gateway' instead of naming the system that is being developed. This is to ensure the solution implemented under CP1510 is future-proof and that if a different system were subsequently developed; the BSCPs would not be an obstacle to implementing that solution.

What is Salesforce?

Salesforce is an off the shelf Customer Relationship Management (CRM) solution that ELEXON is customising to meet the BSC requirements. It is built in such a way that future industry changes will easily be incorporated into the solution.

What will happen to the existing online forms?

CP1510 seeks only to update the BSCPs to enable the use of the Self-Service Gateway. However, we recognise that following the implementation of the Self-Service Gateway, the online forms available via the ELEXON Portal will likely become redundant as they will have been superseded. ELEXON expects use of the online forms to significantly decrease once the Self-Service Gateway is available, and as such may consider subsequently removing the functionality from the ELEXON Portal at an appropriate time. However, any decision to remove the functionality will be based on internal monitoring of the usage of the online forms.

Proposer's rationale

Having a Self-Service Gateway for submission and management of the Market Entry, Market Exit, BM Unit registrations and Authorised Signatories will improve the customer experience by making it more efficient. It will reduce risk of manual error and rework present in the process. Furthermore, it will provide visibility of status and progress in terms of where potential participants are in the registration process. The customer information will be visible to all relevant parties – including ELEXON, service providers and customers.

The Self-Service Gateway will provide guidance in respect to BSC obligations for Market Entry, Market Exit, BM Unit registration and Authorised Signatories processes that must be complied with. The online platform will also support the delivery of Modification P344 'Project TERRE implementation into GB market arrangements' whereby new types of participants, and an increase in new entrants, will be accommodated and facilitated in a more effective fashion.

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CP1510 is required to include the Self-Service Gateway as an agreed method of submission in the processes described in the Code Subsidiary Documents (CSDs).

Approved redlining

Attachments B-M contain the approved redlining to the BSCPs required to implement the CP1510 solution.

The approved redlining also includes some Housekeeping amendments.

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3 Impacts and Costs

Central impacts and costs

Central impacts

CP1510 will make changes to 12 CSDs.

There will be no direct System Impacts as a result of CP1510.

Central Impacts	
Document Impacts	System Impacts
• BSCP15 'BM Unit Registration' • BSCP25 'Registration of Transmission System Boundary Points, Grid Supply Points, GSP Groups and Distribution Systems Connection Points' • BSCP31 'Registration of Trading Units' • BSCP38 'Authorisations' • BSCP65 'Registration of Parties and Exit Procedures' • BSCP41 'Registration of Parties and Exit Procedures' • BSCP70 'CVA Qualification Testing for Parties and Party Agents' • BSCP71 'Submission of ECVNs and MVRNs' • BSCP301 'Clearing, Invoicing and Payment' • BSCP507 'Supplier Volume Allocation Standing Data Changes' • CRA Service Description (SD) • CRA User Requirements Specification (URS)	• No direct impacts

Central costs

The central implementation costs for CP1510 will be approximately £2060 to implement the necessary document changes and ELEXON's internal working practices.

BSC Party & Party Agent impacts and costs

There will be no mandatory impacts or costs for Parties or Party Agents to implement CP1510, as the existing paper forms and processes will remain as a valid submission method. Participants will only need to interact with the Self Service Gateway if they choose to do so.

4 Implementation Approach

Approved Implementation Date

The approved Implementation Date for CP1510 is 28 February 2019 as part of the February 2019 Release. This will align with the intended Implementation of the Foundation Programme Release 1 and the implementation of Modification P344 'Project TERRE implementation into GB market arrangements'

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5 Initial Committee Views

ISG's initial views

CP1510 was presented to the ISG as a verbal update at its meeting on 20 September 2018. (ISG209)

The ISG questioned what testing was being undertaken to ensure the functionality of the new system. ELEXON responded that testing was being completed under its Foundation Programme, including the involvement of potential users from Industry, and noted that this CP seeks only to allow data submissions via such a platform.

The ISG commented that processes such as Market Entry are a one-time occurrence, and questioned whether this warranted a new online platform. ELEXON responded that an improved Market Entry experience formed part of the benefit of the Foundation Programme. From ELEXON's point of view, the updating of CRA systems will make its back office processes more efficient and ensure that they will be able to handle any future changes. From a participant perspective, in addition to Market Entry, this first release will also provide a platform for BM Unit registration and management of Authorised Signatories. It will also provide participants with a holistic view of their CRA registered data.

The ISG questioned whether, as part of the implementation of the Foundation Programme, the BM Unit data would be removed from the ELEXON Portal. ELEXON confirmed that this was not the case. The ISG noted that it would be preferable to have an Application Programming Interface (API) so that Market Participants' systems can interface with the Self Service Gateway.

The ISG believed that to realise the full potential of the project, ELEXON would need to encourage participants to move away from the old paper forms.

SVG's initial views

CP1510 was presented to the SVG as a verbal update at its meeting on 2 October 2018. (SVG212).

The SVG commented that this appeared to be a sensible innovation. It asked how log-in access to the new system would be controlled and ELEXON confirmed that there would be appropriate security restrictions. ELEXON noted that implementation of the actual system is being undertaken outside of the CP. The SVG asked whether the existing CRA email would still be valid. ELEXON responded that existing processes would not change and that the Foundation Programme was seeking to expand the ways in which participants could interact with the BSC Central Systems. In addition, the online forms available on the ELEXON Portal would not be retired under this project.

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6 Industry Views

This section summarises the responses received to the CP Consultation. You can find the full responses in Attachment N.

Summary of CP1510 CP Consultation Responses				
Question	Yes	No	Neutral/ No Comment	Other
Do you agree with the CP1510 proposed solution?	6	0	0	0
Do you agree that the draft redlining delivers the intent of CP1510?	6	0	0	0
Will CP1510 impact your organisation?	3	3	0	0
Will your organisation incur any costs in implementing CP1510?	0	6	0	0
Do you agree with the proposed implementation approach for CP1510?	6	0	0	0
Do you have any further comments on CP1510?	2	4	0	0

We received six responses to the CP Consultation. All respondents agreed with the proposed solution, draft redlining and implementation approach for CP1510. No respondents identified any costs they would incur as a result of CP1510. Three respondents commented that they would be impacted by the change, noting that this would be a positive change. One respondent commented that it would like ELEXON to provide guidance on using the new platform to allow a seamless transition for parties that wish to use it. ELEXON has been engaging with industry stakeholders in developing its Self-Service Gateway, and will continue to provide support and guidance to Parties ready for its implementation.

Comments on the proposed redlining

No respondents provided specific comments on the proposed redlining.

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7 Final Committee Views and Decision

ISG's final views

CP1510 was presented to the ISG as a verbal update at its meeting on 20 September 2018. (ISG209)

The ISG questioned whether participants would require Salesforce Licenses and what the cost of this would be. ELEXON commented that the license costs would be on a per login basis and that it did not expect the license costs to be significant.

An ISG Member questioned how the permissions system would work, noting that some Parties are assisted by industry consultants, and that the new system should not be a hindrance to this. Another Member commented that under the Authorised Signatories process, people can be authorised in different categories, and so it would seem logical for this to be replicated on the Self-Service Gateway. ELEXON commented that Salesforce allows for role based permissions and agreed to provide detail of how this would work for consultants, noting that it had been working with some such consultancies as part of the User Group in the development stages.

SVG's final views

CP1510 was presented to the SVG as a verbal update at its meeting on 2 October 2018. (SVG212).

The SVG questioned whether the new system would have any impacts with the Supplier of Last Resort (SoLR) process. ELEXON responded that the transfer of Market Participant Id (MPID) was an internal process and so there would be no change to the SoLR processes.

An SVG member questioned whether the Authorised Signatories process would change. ELEXON responded that the processes and categories would remain the same and the Self-Service Gateway would use a mirrored process of permissions.

An SVG member questioned whether there would need to be changes for Ofgem's review of its Supplier Licensing regime. ELEXON commented that although the system was termed 'self service' there would still be controls and checks in place and as such did not expect any changes to be required.

Final decision

The ISG and SVG have:

- **APPROVED** CP1510 for implementation on 28 February 2019 as part of the February 2019 BSC Systems Release.

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Appendix 1: Glossary & References

Acronyms

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

Acronyms	
Acronym	Definition
API	Application Programming Interface
BM	Balancing Mechanism
BSC	Balancing and Settlement Code
BSCP	Balancing and Settlement Code Procedure
CP	Change Proposal
CRA	Central Registration Agent
CSD	Code Subsidiary Document
ISG	Imbalance Settlement Group
MPID	Market Participant Identifier
NETA	New Electricity Trading Arrangements
SaaS	Software as a Service
SoLR	Supplier of Last Resort
SVG	Supplier Volume Allocation Group

External links

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

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

External Links		
Page(s)	Description	URL
2	BSCPs page of the BSCCo website	https://www.elexon.co.uk/bsc-and-codes/bsc-related-documents/bscps/
2, 4, 6	P344 page of the BSCCo Website	https://www.elexon.co.uk/mod-proposal/p344/
3	Foundation Programme page of the BSCCo Website	https://www.elexon.co.uk/reference/market-entry/market-entry-registrations-project-2018/
7	ISG209 page of the BSCCo Website	https://www.elexon.co.uk/meeting/isg-209/
7	SVG212 page of the BSCCo Website	https://www.elexon.co.uk/meeting/svg-212/
9	ISG211 page of the BSCCo Website	https://www.elexon.co.uk/meeting/isg-211/
9	SVG214 page of the BSCCo Website	https://www.elexon.co.uk/meeting/svg-214/

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