

Issue 103 Workgroup Meeting 4 Summary

Summary

The Chair welcomed attendees and presented the following meeting objectives to Workgroup Members:

- Consider whether any other tools could be used to complement SVAA Tolerance Checks
- Consider whether the CVA data estimation rules are appropriate
- Consider whether the roles and responsibilities are sufficiently clear for an auditor to be able to properly define and allocate non-compliances under the Code
- Agree recommendations regarding suggested changes to mitigate risk of high volume metering error
- Confirm next steps

Elexon took the group through the actions from previous Workgroup (WG) meetings. The updated action log can be found in Appendix A.

The topics discussed and any decisions are summarised in the table to follow.

Topic	WG Position
Annual Demand Ratio (ADR)	A WG member felt that it would be useful to have more detail and explanation about how ADR is used. Another member agreed, stating that clarification of what portion was made up of SVA embedded generation would be helpful. It was also raised that post Market wide Half Hourly Settlement (MHHS) the non-Half Hourly (NHH) uncertainty built into ADR will go away. Elexon confirmed that post-MHHS ADR will not be used, but that use of similar techniques with different data is being investigated.
Elexon undertaking data analysis	A WG member questioned Elexon analysing data, as Registrants have more access to and awareness of data. Elexon stated that Registrants can and should be doing data analysis, but that Elexon has a responsibility to other Parties to ensure the correctness of Settlement.
Change Point Tool	Elexon agreed to re-open the action to consider the use of the Change Point tool, to develop a uniform process for notifying people of queries and to further publicise the tool.
Technical Assurance Agent (TAA) onsite during Commissioning process	Elexon presented the predicted cost to be £61k per year, based on submission of BSCP02 Commissioning forms during the 2022/23 Audit Year. A WG member stated that, regardless of cost, there would be issues with organising a TAA auditor to be on site, particularly as some visits will be rearranged last minute. Several members agreed, stating that Meter Operator Agents (MOAs) should be able to complete Commissioning themselves. The WG decided that the benefits were not worth the monetary and organisational costs, and decided to not recommend that TAA be onsite during Commissioning.
Best practice forum	Elexon proposed that a best practice forum for installation, commissioning, registration, faults, and maintenance would sit under the ENA. A WG member felt that this would sit better under the BSC as requirements for commissioning and registration are in the BSC. As part of this forum, the WG felt that a review of current BSC commissioning documentation would be useful, to consider if it is fit for purpose. There were several other actions that the WG felt could be considered in the workshop, as detailed in Appendix A. The topics the WG felt should sit within this workshop included: <ul style="list-style-type: none"> • Review of BSC documentation - are commissioning requirements as clear as they could be? • Commissioning timescales; • Establishment of a central repository for commissioning records and calibration certificates for Metering Equipment; • How the DTS, DIP, or similar system may be used to for sharing of information; Outstation details and field population.
Overlap of Elexon BAU and Issue 103	Elexon presented an overview of the work that they are progressing that has some overlap with Issue 103. This included Central Data Collection Agent (CDCA) performance improvements and improvements to submissions from Suppliers and Data Aggregators. Elexon explained that this work will be carried out as part of Elexon BAU and some actions and discussion topics could be closed. The WG had no objections or comments.

Topic	WG Position
Line Loss Factors (LLFs)	Some members of the WG felt that the LLF discussion needed to be revisited. This could be as part of Issue 103, but previously the WG did not have sufficient knowledge of LLFs to consider any recommendations. There is a lessons learnt exercise after the audit that could involve the right people for the discussion. One WG member felt that LLFs are a systemic issue that should be dealt with later. Elexon agreed to consider how best to handle the topic.
Load Flow Models	Elexon explained that an investigation into whether Load Flow Models would be helpful in identifying Distribution Systems Connection Points (DSCP) issues had been carried out. Following this, Elexon felt that Load Flow Models would not be helpful, as it would be hard to identify causes of locational changes seen between BSC years. There are other sources and tools that would be more useful for identifying causes. The WG had no objections or comments.
SVAA tolerance checks and estimation of CVA data	Elexon explained that it is too late to make SVAA updates as it will cease to exist before the changes can be implemented. There is an opportunity for additional validation checks, which are being worked on currently by Elexon. The WG had no objections to the work on SVAA tolerance checks and CVA data estimation continuing as Elexon BAU rather than under Issue 103.
Audit controls for mitigating risk and impact of metering error	Elexon presented an overview of the BSC Audit and the controls currently in place. A WG member raised that aspects of the Audit relating to CVA Registrants are occurring at different times. Elexon explained that this year was the first time that the CVA Registrant aspects had been included, but that they could consider the timing for future audits.
Definition of roles and responsibilities in relation to audit	The WG considered whether the definition of roles were sufficiently clear for an auditor to be able to properly define and allocate non-compliances under the Code. Elexon shared that the TAA have raised no issues. There have been discussions around changes to responsibilities and how to reflect these for the Audit, and the Audit process will be updated as the BSC is updated. The WG had no further comments.
Mitigating risk of high volume metering error	The WG discussed the changes and agreed that the proposed changes should be progressed as a recommendation from Issue 103. Elexon agreed to share any draft proposal forms with the WG for comment.

Actions from WG Meeting 4

No.	Action	Owner
1.	Elexon to re-share the relevant slides to seek feedback from the WG around how the topic of LLFs will be covered.	Elexon
2.	Elexon to organise and facilitate a workshop to review documentation and best practice regarding the installation and Commissioning of CVA Metering Equipment.	Elexon

Appendix A

Issue 103 Action Log

No.	Action	Owner	Status	Latest Update
1.1	Elxon to ensure BSC Audit reports are discussed with Parties prior to going to Panel	Elxon	Closed	Discussed in WG meeting 2 and clarified as Action 2.1.
1.2	Elxon and Parties to investigate whether ADR could be applied at a more granular level	Elxon	Ongoing	Discussed in WG meeting 4. Elxon are considering what data could be used with the principles of ADR, i.e. comparing two sets of data as a ratio to identify anomalies.
1.3	Elxon to consider how best to roll out the Change Point tool and how we can help others use it	Elxon	Ongoing	The change point tool has now been rolled out and is running twice a week. In meeting 2 Elxon fed back that this had been discussed at the PAB strategy day and it is up to Parties to make solutions and come to Elxon with questions or for support as needed. In WG meeting 4 it was raised that Elxon still need to develop a uniform process for notifying people of queries and ensure the tool is properly publicised.
1.4	Future Issue 103 Workgroup meeting to consider relationship between DNO and Grid. NGESO rep to make NGET colleagues aware of Issue 103	Elxon & WG	Ongoing	Discussed in WG meeting 4, where Elxon proposed that there would be value in regular meetings, e.g. twice a year, that could be facilitated via ENA/Grid Code/CUSC.
1.5	Future Issue 103 Workgroup meeting to discuss CVA MOA contracts and how CVA Registrants can exert influence	Elxon & WG	Closed	This was covered in WG meeting 2. Actions were then raised to address the issues identified during the WG discussion, including Actions 2.2, 2.3, and 2.4.
1.6	Elxon to consider how CVA MOAs can be informed if a new site is going through the registration process, this could be via Operational Support Managers (OSMs) and discussions with Elxon's customer facing teams and the CVA Registrant	Elxon	Closed	Elxon have considered and updated the risk management process accordingly. Every month, Elxon is provided with a list of CVA MSIDs by Central Systems that includes the Registrant and MOA for each MSID. Elxon now carry out two checks on this list: check that appointed MOAs are active in the market (and instruct the Registrant to appoint an active MOA if necessary), and circulate a list of their appointments to the MOAs themselves to make sure they agree with it.
1.7	Elxon to look into ensuring an active CVA MOA is always appointed	Elxon	Closed	In WG meeting 2, Elxon fed back that this has been raised as a Risk. If there is not an active MOA appointed, someone will be assigned as the Risk Owner and will be able to chase registrants to correct it.
1.8	Elxon to consider if the Re-Qualification process can be part of a more detailed audit	Elxon	Closed	Discussed in WG meeting 4. Elxon shared that this has been considered and it but that re-qualification is not appropriate for CVA. Elxon are ensuring that everything applicable is being included in the BSC Audit.
1.9	Future Issue 103 Workgroup meeting to consider whether the TAA should be onsite during the Commissioning process	Elxon & WG	Closed	Discussed in WG meeting 4. The WG decided against recommending that the TAA be onsite during the Commissioning process.

1.10	Future Issue 103 Workgroup meeting to consider whether the CVA Registrant has to do mandated due-diligence of MOAs	Elexon & WG	Ongoing	Registrant is ultimately responsible but Elexon is considering how they can be held accountable. We are working to identify best practice by considering what is done at the moment and what "due diligence" could entail.
1.11	Elexon to consider an education piece around Commissioning of Metering Equipment	Elexon	Closed	In WG meeting 2 it was fed back that there would be a TAM education day and that Elexon is considering some short webinars to put up on the metering page. The education day has been announced in Newscast and Commissioning of metering equipment is on the agenda. A recording and slides will be available after the event
2.1	Parties would like individual feedback on the CVA Registrant trial. (this action was continued and clarified from Workgroup 1)	Elexon	Closed	Individual feedback on the CVA Registrant trial was given and Parties had no further questions.
2.2	Elexon to bilaterally discuss with Issue group members their thoughts, concerns and ideas and for Elexon to work with the proposer to suggest a way ahead within the scope of Issue.	Elexon	Closed	This was done following meeting 2.
2.3	Elexon to consider the overall responsibilities of DNOs and investigate any historical reasons why we put responsibilities on them as they are not Balance Responsibility Parties, and whether this may impact the Issue Groups recommendations.	Elexon	Ongoing	Elexon are reviewing the BSC, previous Mods, Pooling and Settlement Agreement, and Settlement Agreement for Scotland.
2.4	Elexon to speak to NGET to understand their processes and priorities.	Elexon	Closed	This was done following meeting 3.
3.1	Elexon to decide what topics will be discussed at the next Workgroup meeting so that members can invite colleagues with relevant expertise	Elexon	Closed	This was done following meeting 3.
3.2	Elexon to convene with the proposer to discuss the direction of future topics	Elexon & Proposer	Closed	This was done following meeting 3.
3.3	Elexon to propose how wider Settlement Data can be used to estimate Meter Reads	Elexon	Ongoing	Elexon is considering how Settlement data can be used and are investigating available data can what can be used as a proxy.
3.4	Elexon to propose how a RACI may work	Elexon	Ongoing	Elexon is considering how to pull together a matrix detailing responsibility, accountability etc. and how it could be codified. In WG meeting 4 it was highlighted that data validation should be considered in RACI matrix.
3.5	Elexon to propose format/frequency etc. of installation, commissioning, registration and faults or maintenance best practice forum	Elexon	Ongoing	Elexon have been considering the suitability of existing sub-committees and presented to the WG at meeting 4 the proposal that this forum be facilitated by the ENA. The WG felt that as the requirements for commissioning, registration etc. sits under the BSC, this should sit with the BSC.
3.6	Elexon to investigate how use of secondary metering etc., may be suited to estimate meter reads during fault rectification	Elexon	Ongoing	Elexon considering how to estimate meter reads during fault rectification.
3.7	Elexon to investigate means of determining 'who has the most to gain' from a new connection	Elexon	Ongoing	Elexon is considering models for determining who gains from a new connection, and considering what could be done to reflect this

3.8	Consider how BSC Guidance/ CoPs can be updated regarding CT/VTs	Elexon	Ongoing	Elexon are considering how the BSC Guidance and CoPs can be updated.
3.9	Investigate the establishment of a central repository for commissioning records and calibration certificates for Metering Equipment	Elexon	Ongoing	This was discussed at WG meeting 4 and the WG felt it should be considered as part of the workshop from Action 4.2.
3.10	Investigate how the DTS may be used to for sharing of information, or an equivalent system such as the DIP	Elexon	Ongoing	This was discussed at WG meeting 4 and the WG felt it should be considered as part of the workshop from Action 4.2.
3.11	Establish industry best practice for certain processes being considered under Issue 103. The scope of processes that this will cover will be confirmed to the Issue Group prior to work to develop the industry best practice	Elexon	Ongoing	Elexon have been considering how to approach this but we are still waiting for the full scope to be decided upon. This will then be a recommendation from the WG that we can progress.
3.12	Workgroup members to share any feedback from appropriate colleagues following the meeting	WG	Closed	No feedback received
4.1	Elexon to re-share the relevant slides to seek feedback from the WG around how the topic of LLFs will be covered.	Elexon	Ongoing	Slides shared with the WG Meeting 4 Summary for WG to consider.
4.2	Elexon to organise and facilitate a workshop to review documentation and best practice regarding the installation and Commissioning of CVA Metering Equipment.	Elexon	Ongoing	Elexon are considering how to proceed with organising the workshop.