Change Proposal – BSCP40/02	CP No: CP1407
	Version No: v0.1 *(mandatory by BSCCo)*

Title *(mandatory by originator)*

Updates to current LLF audit templates

Description of Problem/Issue *(mandatory by originator)*

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[1].

Upon a review of the process, the following inefficiencies have been identified:

- 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 in checking data.

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 checking data processes that could be simplified e.g. into spreadsheets etc.

To further ensure the audit gets completed on time and reduce the risk for errors, it is necessary to introduce some further controls.

Proposed Solution *(mandatory by originator)*

This CP proposes to create a set of compulsory templates with consistent formatting for the LDSOs to fill in. These templates would make use of the best technology to use for certain elements of the submission. The proposed changes are as follows:

- 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 format;
- Site specific LLFs – design consistent template in excel for LDSOs to submit to enable quick review by ELEXON; and
- General review of BSCP documents – review to ensure the details of the LLF audit process is up to date and accurate.

As a result of these changes, there will now be 10 Appendices to BSCP128 instead of seven. CP1407 will make amendments to each BSCP128 Appendix as follows:

- 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

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[1] 'Production, Submission, Audit and Approval of Line Loss Factors'

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 – draft redlined changes made;
- BSCP128 Appendix 4: Calculation Self Assessment Document (CSAD) for Host LDSOs and Embedded LDSOs that Mirror – draft redlined changes made;
- Proposed new Appendix in Excel format: BSCP128 Appendix 5: "CSAD 2.1 and 2.2 tables for all Host and Embedded Submissions";
- 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"; and
- Proposed new Appendix: "BSCP128 Appendix 10: Calculation Self-Assessment Document (CSAD) for mid-year LLF submissions".

It should be noted that if this CP was approved, then the BSC Baseline Statement would need to be amended and the Panel would need to approve the changes.

Justification for Change *(mandatory by originator)*

CP1407 proposes to make the LLF audit process easier and quicker for ELEXON and LDSOs to complete, as well as removing the possibility of errors. The changes made would mitigate the inefficiencies identified by ensuring less copying and pasting, as well as manual checking and translation; all of which increase the risks of error. There would also be the benefit of keeping as much information as possible electronically to remove the need for lots of manual printing. The CP would also aim to simplify the submission as much as possible to reduce the risk that the audit is not 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)*
None identified.

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 should be included in the next available Release.

Version History *(mandatory by BSCCo)*
v1.0 of CP1407 was issued on 3 February 2014.

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Attachments: Y/N̶
CP1407_BSCP128_redlined_v0.1 (*33 pages*) CP1407_BSCP128_Appendix 3_redlined_v0.1 (*15 pages*) CP1407_BSCP128_Appendix 4_redlined_v0.1 (*19 pages*) CP1407_BSCP128_Appendix 5_excel_redlined_v0.1 (*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_v0.1 (*5 pages*) CP1407_BSCP128_Appendix 10_redlined_v0.1 (*12 pages*)