

Redlined BSCP40 text for P372 'Speeding up the approval process for the publication of BSC data on the BMRS'

This Modification proposes changes to Sections 1.2, 2.2, 3.4 and 3.5. We have redlined these changes against Version 19.0.

There is no impact on any other part of this document for this Modification.

Amend section 1.2 as follows:

1.2 Main Users of the Procedure and their Responsibilities

The main users of this procedure are:

- *BSCCo* - manages the change process.
- *BSC Panel*.
- *BSC Change Administrator (BCA)* - nominated by BSC Parties to interface with BSCCo on all change issues.
- *Citizens Advice and Citizens Advice Scotland*
- *Market Index Data Provider (MIDP)*.
- *Panel Committee* - controls all changes to Configurable Items, apart from modifications to the BSC.
- *Party Agent Change Administrator (PACA)* - nominated by a Qualified Party Agent, or an applicant for Qualification, to interface with BSCCo on all change issues. (For the purposes of this procedure, Party Agents are defined as those service providers defined in Section J of the BSC as requiring Qualification. (Note that PACAs **cannot** raise DCPs or CPs in their own right, but could ask a Party to raise them on their behalf.)
- *Such other bodies representative of interested third parties as may be designated in writing for this purpose by the Authority from time to time.*

BCA/PACA participation in the Change Management of Configurable Items

BCAs and PACAs are invited to comment on amendments to Configurable Items during the change management process:

Draft Change Proposal Consultation

During the change management process, Draft CPs may be issued as part of the agreed timetabled Change Proposal Circular to BCAs/PACAs for consultation. For more information on this process, please see section 3.2 of this procedure.

CP Impact Assessment

During the change management process, CPs will be sent to BCAs/PACAs as part of the agreed timetabled Change Proposal Circular, detailing the issue and solution for Impact Assessment. BCAs/PACAs are invited to comment on CPs and their attachments and, where relevant, review associated draft redline changes. BCAs/PACAs will be expected to comment on support for the CP, detail impacts of the CP, provide implementation notification timescales and agree the proposed Implementation Date (if they do not, they will be asked to provide an alternative Implementation Date). The timetable for BCA/PACA CP Impact Assessment is available on the BSC Website. For more information on this process, please see section 3.4 of this procedure.

Please note that De Minimis BMRS CPs will not be subject to the full Impact Assessment process (as described in 3.4 below), unless queried during the objection window.

Panel Committee Approval of Change Proposals

Once the appropriate Panel Committee has approved a Change Proposal, and associated redlined text, the CP becomes final and no further versions of the CP, or amendments to the redline text, can be produced without the raising of a separate Change Proposal.

Amend section 2.2 as follows:

2.2 List of Definitions

The following is a list of definitions used in this BSCP:

- Baseline – for the purposes of this procedure, this is defined to be a logical grouping of all Configurable Items, with the live, operational version numbers on the implementation of one or more changes.
- BSC Change Administrator (BCA) – individual nominated by BSC Parties to be responsible for interfacing with BSCCo on all change issues.
- BSCCo - functional responsibility for the purpose of managing the change process in accordance with the BSC and this BSC Procedure.
- BCA Register - details of all registered BCAs maintained by BSCCo. It is used for the purpose of distributing to, and receiving change information from, BCAs.
- Category 1 Configurable Item – the following are examples of Category 1 Configurable Items:
 - Balancing and Settlement Code Procedures (BSCPs);
 - Party Service Line100;
 - Codes of Practice;
 - Business Definition Documents (encompassing Data Catalogues, the Reporting Catalogues, the Communication Requirements Document);
 - Interface Design Documents; and
 - Descriptions of physical interfaces in Settlement Software Documentation.
- Category 2 Configurable Item – the following are examples of Category 2 Configurable Items:
 - Market Index Definition Statement;
 - Service Descriptions;
 - SVA software documentation; and
 - User Requirements Specifications.³

- Change Submission Deadline – the date by which the Change must be submitted.
- Change Proposal (CP) - a proposal to amend a BSC subsidiary document, a Configurable Item, that contains a single detailed solution and associated redline text where affecting Category 1 Configurable Items. A CP can be raised by BSCCo, a BSC Agent¹, a Party, Citizens Advice, Citizens Advice Scotland, the BSC Panel or one of its Committees or such other bodies representative of interested third parties as may be designated by the Authority from time to time.
- Change Proposal Circular (CPC) - communication sent by BSCCo to BCAs and PACAs as appropriate when communicating BSCCo change information.
- Change Register – a document which contains up-to-date information for each Change Proposal, including the name and organisation of the proposer, the date the Change Proposal was raised, the title and brief description of the Change Proposal, and the current status of the Change Proposal.
- Configurable Item – all subsidiary documents to the BSC and any other product as agreed by BSCCo to be changed in accordance with this procedure.
- Core Industry Documents – a suite of documents set out in the Transmission Licence.
- CP Impact Assessment – BCA / PACA / BSC Agent assessment of a CP. This involves assessing the suitability of the solution, the lead time required for implementation and commenting on whether or not the change should be made.
- De Minimis BMRS CP – a Change Proposal which, if approved, would result in a De Minimis BMRS Change². De Minimis BMRS CPs will be published on the BSC Website and require Committee approval.
- De Minimis BMRS Change – a change to the data reported on the BMRS where the following conditions are satisfied:
 - (a) the expected cost to ELEXON of implementing such change is no greater than the financial threshold set by the Panel from time to time and published on the BSC Website;
 - (b) the expected cost of implementing such change does not result in the aggregate cost of all De Minimis BMRS Changes implemented (or to be implemented) during that BSC Year to exceed the aggregate financial threshold set by the Panel from time to time and published on the BSC Website;
 - (c) it is not anticipated by the relevant Committee that such change would require BMRS users and participants to amend their systems and processes; and
 - (d) the relevant Committee is satisfied that the change is independent and exclusive from other changes– such that there are no other related changes with which such change could reasonably be amalgamated.

¹ Proposals raised by BSC Agents will only be validated and logged as a CP with BSCCo's consent.

² The relevant Committee will determine whether a CP should be progressed as a De Minimis BMRS CP

- Draft Change Proposal (DCP) - a proposal to amend a Code Subsidiary Document, a Configurable Item or an associated product that contains one or more proposed solution(s). DCPs can be issued to participants for consultation to obtain views, comments and narrow down solutions before a CP is raised. A DCP can be raised by BSCCo, a BSC Agent³, a Party, Citizens Advice, Citizens Advice Scotland, the BSC Panel, or one of its Committees, or such other bodies representative of interested third parties as may be designated by the Authority from time to time.
- DCP Consultation – BCA / PACA / BSC Agent assessment of a DCP. This involves providing comments and views on the DCP.
- Effective Date - the Calendar Day on which a revised Configurable Item becomes effective.
- Emergency Fix - an urgent correction to one or more Configurable Items to correct an existing serious operational problem with the Balancing and Settlement Arrangements, for which there is no known workaround, that is causing loss of availability, loss of data integrity, an irretrievable data quality issue or significant degradation of performance. It can only be performed with the authorisation of the Chief Executive, or other persons to whom the Chief Executive has given express delegated authority (i.e. an ‘authorised person’), and is carried out in accordance with section 3.7.
- Housekeeping CP – a Change Proposal which, if approved, would result in a Housekeeping Change to one or more Configurable Items in the Baseline Statement⁴. Housekeeping CPs will be published on the BSC Website and require Committee approval.
- Housekeeping Change – involves the correction of manifest errors, minor errors and inconsistencies, including typographical errors (e.g. punctuation errors, spelling mistakes, incorrect font, incorrect capitalisation) incorrect cross-referencing, and the removal of redundant text.
- Implementation Date – the calendar date on which a new release of a Configurable Item is used for the purposes of implementation of the Code.
- Market Index Data Provider (MIDP) – particular entity which is responsible for making available Market Index Data in respect of each Settlement Period as defined in the BSC.
- Market Index Definition Statement (MIDS) – a statement which is approved by the Authority detailing each MIDP's methodology statement and Individual Liquidity Threshold, as defined in the BSC.
- Master Registration Agreement (MRA) BCA – the individual, nominated to interface with BSCCo on all change issues by the MRA Service Company.

³ Proposals raised by BSC Agents will only be validated and logged as a DCP with BSCCo's consent.

⁴ The relevant Panel Committee will decide whether a CP should be progressed as a Housekeeping CP.

- Modification Proposal (MP) – proposal of a modification to the BSC.
- MRA Service Company (MRASCo) – for the purposes of this document, this is considered to be the organisation that manages change to the MRA and the Data Transfer Catalogue (DTC).
- Originating BCA - Any registered BCA who raises an issue, DCP or CP.
- PACA Register – details of all registered PACAs, maintained by BSCCo. It is used for the purpose of distributing to, and receiving change information from, PACAs.
- Panel Committee – a committee established by the BSC Panel with delegated authority for changes to Code Subsidiary Documents and associated products.
- Party Agent Change Administrator (PACA) – individual nominated by a Qualified Party Agent, or an applicant for Qualification, in accordance with section 3.11. The nominated PACA will be responsible for interfacing with BSCCo on all change issues.
- Project - discrete set of activities which will implement changes and/or correct errors by amending one or more of the Configurable Items. Projects may be established under the auspices of the BSC Panel or by BSCCo in accordance with the IS Policies.
- Qualification Service Provider - the organisation contracted by BSCCo to perform the duties set out in BSCP537.
- Release Strategy – a strategy, agreed by the BSC Panel, for the delivery of changes to the BSC Systems as a result of approved modifications and changes.
- Transmission Company BCA – the individual, nominated to interface with BSCCo on all change issues.

*All other terms are as defined in the **Balancing and Settlement Code**.*

Amend section 3.4 as follows:

3.4 Raising a Change Proposal for Impact Assessment

Housekeeping CPs do not require Impact Assessment and once raised in accordance with the following process, will be submitted to the relevant Panel Committee for decision in accordance with section 3.5 of this BSCP. De Minimis BMRS CPs do not require a consultation period and are therefore not subject to 3.4.9 through to 3.4.12. The relevant Panel Committee will decide whether a CP should be progressed as a Housekeeping or De Minimis BMRS CP.

Any BCA or PACA can object to the Panel Committee's decision to treat a CP as Housekeeping or De Minimis BMRS, by using the objection process in section 3.5. Where an objection is received, BSCCo will progress the CP through the normal Impact Assessment and Panel Committee decision processes as a regular non-Housekeeping CP (i.e. a non-Housekeeping and a non-De Minimis BMRS CP). Because of the objection window, the Implementation Date for a Housekeeping or De Minimis BMRS CP shall not be earlier than 16 WDs after the date that BSCCo gives notification of the relevant Panel Committee's decision under section 3.5.

Under certain circumstances, and with the approval of the appropriate Panel Committee(s), a non-Housekeepingregular CP can be progressed through the Impact Assessment process with a reduced timescale.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.1	Any time before the published Change Submission Deadline ⁸	Completed Change Proposal form is submitted to BSCCo.	Originating BCA	BSCCo	CP Guidelines in Appendix 4.4. BSCP40/02 (Appendix 4.3). Redlined Category 1 Configurable Items.	Email / Fax

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.2	Before the timetabled CPC circulation date	BSCCo validates the CP form and ensures all supporting information is provided including redlined versions of all Category 1 Configurable Items (see Appendix 4.4 for details of Category 1 Configurable Items). If valid go to 3.4.5.	BSCCo		CP Guidelines in Appendix 4.4. Completed BSCP40/02 form (Appendix 4.3) and supporting documentation (i.e. Redlined Category 1 Configurable Items).	Internal process
3.4.3	As Required	If needed BSCCo sends the CP back to the Originating BCA to amend.	BSCCo	Originating BCA	Completed BSCP40/02 form with any supplementary information.	Email / Fax
3.4.4	As required and in time for timetabled CPC	Originating BCA sends the amended CP back to BSCCo. (Go to 3.4.2.)	Originating BCA	BSCCo	Amended BSCP40/02 form and supporting documentation.	Email / Fax
3.4.5	Within 5 WD of 3.4.2	BSCCo logs the CP and confirms the CP number to the Originating BCA. Carry out initial assessment and identify potentially impacted market areas to assess CP and agree the date of submission to Panel Committee.	BSCCo	Originating BCA	Completed BSCP40/02 form and supporting documentation.	Email / Fax
3.4.6	As necessary	BSCCo submits completed CP and additional information for CP Impact Assessment by BSC Agents.	BSCCo	BSC Agents	Completed BSCP40/02 form and supporting documentation.	Email / Fax
3.4.7	Within agreed timescales	Carry out CP Impact Assessment and return response.	BSC Agent	BSCCo	Completed Impact Assessment and supporting documentation where necessary.	Email / Fax
3.4.8	Within 1 WD of 3.4.7	BSCCo adds the estimated Central Cost(s) to the CP Form. <u>Where a De Minimis BMRS CP proceed to 3.5.</u>	BSCCo		Central Costs from BSC Agents and Operational costs.	Internal Process

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.9	On timetabled CPC circulation date	CP and documentation are circulated as part of the timetabled CPC for Impact Assessment. Publish the CP on the Website.	BSCCo	All BCA / PACA	CPC completed BSCP40/02 form, supporting documentation and response form. Change Register.	Internal Process / Email / Fax
3.4.10	On or before agreed response date	Responses are returned to BSCCo.	All BCA / PACA	BSCCo	Responses are sent to BSCCo.	Email / Fax
3.4.11	By agreed publication date	BSCCo collates responses and publishes on the BSC Website.	BSCCo		Collated responses.	Internal Process
3.4.12	Within 1 WD of 3.4.7	BSCCo notifies the originator that a material comment has been returned as part of the Impact Assessment.	BSCCo	Originating BCA	Impact Assessment response.	Email / Fax

Amend section 3.5 as follows:

3.5 Panel Committee Decision of Change Proposals

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.5.1	At Panel Committee ⁵	Present CP and CP Impact Assessments to Panel Committee for decision on progression.	BSCCo	Panel Committee	Completed BSCP40/02 form and supporting documentation, CP Impact Assessments and BSCCo paper summarising the change.	Meeting
3.5.2	At Panel Committee	The Change can be amended by the Panel Committee providing that; 1) There is an unanimous verdict to amend the CP by the Panel Committee; and 2) That there is no material impact on the solution.	Panel Committee	BSCCo	BSCP40/02 form and the supporting documentation.	Meeting
3.5.3	At Panel Committee	If a material impact is identified during Impact Assessment the Panel Committee can recommend an amended Change to be re-circulated to the Industry for Impact Assessment if it agrees the solution would be more robust.	Panel Committee	BSCCo	BSCP40/02 form and the supporting documentation.	Meeting
3.5.4	At Panel Committee	If CP is approved, instruct BSCCo to progress in line with section 3.6 of this BSCP.	Panel Committee	BSCCo	Panel Committee paper.	Meeting
3.5.5	Within 5 WD of 3.5.3	Update Change Register and publish revised Register and Panel Committee decision on the BSC Website. BSCCo makes any amendments to CPs as approved by the Panel Committee and publishes the final versions of all the agreed CPs onto the BSC Website.	BSCCo		Panel Committee materials. Change Proposals and supporting documentation (including modified CPs where appropriate).	Internal Process

⁵ The Originating BCA may attend the Panel Committee meeting.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.5.6	At the same time as 3.5.5	Notify all BCAs/PACAs and BSC Agents (where applicable) of Panel Committee decisions and circulate information on amended CPs.	BSCCo	All BCAs/ PACAs and BSC Agents (where applicable)	Notification circular and amended CPs with supporting documentation. Details of how BCAs/PACAs can object to the progression of a CP as a Housekeeping <u>or De Minimis BMRS</u> CP (where applicable).	Email / Fax
3.5.7	If required, to meet industry Change Processes	If the CP is approved and the approved change impacts Core Industry Documents or the STC, raise appropriate change documentation. Where the CP is approved, the process will continue from section 3.6 except where an objection is received to a Housekeeping <u>or De Minimis BMRS</u> CP in accordance with the remainder of this section 3.5. If the CP is rejected, the process ends at this point.	BSCCo	Change Administrator for the applicable Core Industry Document or STC	Completed Change Documentation as appropriate. If approved the change would form part of the Baseline against which any new changes must be validated alongside the current live documentation.	Email / Fax
3.5.8	Within 15 WD of 3.5.6, for Housekeeping <u>and De Minimis BMRS</u> CPs (where appropriate)	Submit objection to the CP being progressed as a Housekeeping <u>or De Minimis BMRS</u> CP.	BCA/PACA	BSCCo	Reasons why the BCA/PACA believes that the CP does not meet the definition of a Housekeeping <u>or De Minimis BMRS</u> Change.	Email / Fax
3.5.9	Within 1 WD of receiving an objection under 3.5.8	Notify all BCAs/PACAs, the affected Panel Committee(s) and BSC Agents (where applicable) of the objection.	BSCCo	All BCAs / PACAs, affected Panel Committee(s) and BSC Agents (where applicable)	Details of objection received.	Email / Fax

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.5.10	As soon as possible following 3.5.9	Update Change Register, publish revised Register and update the CP information on the BSC Website.	BSCCo		Revised CP form and supporting documentation. Revised proposed Implementation Date for the CP (if required).	Internal process
3.5.11	Following 3.5.10 and in time for next available CPC	Issue CP for Impact Assessment as a non- Housekeeping-regular CP in accordance with section 3.4 and then repeat the Panel Committee decision process in accordance with this section 3.5.	BSCCo		Revised CP form and supporting documentation. Revised proposed Implementation Date for the CP (if required).	Internal process