

## Balancing and Settlement Code

### BSC PROCEDURE

#### HALF HOURLY DATA AGGREGATION FOR SVA METERING SYSTEMS REGISTERED IN SMRS

BSCP503

Version 14.2~~Version 14.0~~

Date : ~~3 November 2011~~

**BSCP503****relating to****Half Hourly Data Aggregation for SVA Metering Systems Registered in SMRS**

1. Reference is made to the Balancing and Settlement Code (the Code) for the Electricity Industry in Great Britain and, in particular, to the definition of "BSC Procedure".
2. This is BSCP503, Version 14.2~~Version 14.0~~ relating to Half Hourly Data Aggregation for SVA Metering Systems registered in SMRS.
3. This BSC Procedure is effective from ~~3 November 2011~~.
4. This BSC Procedure has been approved by the Panel.

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**AMENDMENT RECORD**

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D.02	Code Effective Date	Re-Badging.		
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## 1. Introduction

### 1.1 Scope and Purpose of the Procedure

This BSC Procedure defines the processes that the Half Hourly Data Aggregator (HHDA) shall use for data aggregation for SVA Metering Systems with Half Hourly (HH) SVA Metering Equipment.

This BSC Procedure focuses on the interfaces between the HHDA and other Agencies seen from the perspective of the HHDA.

The purpose of this procedure is:

- to ensure that the work of the HHDA is carried out in an orderly manner and in accordance with the registration in the Supplier Meter Registration Service (SMRS);
- to achieve the proper aggregation of half hour consumption data received from the HH Data Collector (HHDC) together with calculated line loss consumption data;
- and to provide this and other information timely to the Supplier Volume Allocation Agent (SVAA) and to each Supplier for whom the HHDA is registered in SMRS.

### 1.2 Main Users of Procedure and their Responsibilities

This BSC Procedure should be used by Suppliers and their agent(s), SVAA, and by each SMRA and each Licensed Distribution System Operator (LDSO).

The HHDA shall be responsible to the Supplier for processing data for all Settlement Days (i.e. until final reconciliation of each day's data takes place in SVAA) within the period of the HHDA's registration in the SMRS in accordance with BSCP501 (Supplier Meter Registration Service).

The HHDA shall record sufficient details received from the Supplier to enable the HHDA to perform its functions as HHDA. The details shall include the HHDA's registration in the applicable SMRS to a SVA Metering System, the relevant SVA Metering System Number, the Identifiers for the HHDC and the relevant LDSO. These details shall also include the Settlement Days for which the HHDA is appointed.

The HHDA shall ensure that, for each SVA Metering System for which it is responsible, energy consumption data is aggregated and passed to the SVAA using systems and processes approved in accordance with BSCP537 and in accordance with the SVAA Calendar.

In addition, the HHDA shall send to the CM Settlement Services Provider energy consumption data for specific Metering Systems notified by the Supplier as being associated with Demand Side Response.

The systems and processes used by the HHDA must comply with all other applicable requirements set out in the Code, PSL100 and BSCP537.

The HHDA will receive active energy data from the HHDC in kWh and in clocktime, will convert it to MWh, and send it to SVAA. The HHDA will aggregate the half hourly energy to GSP Group, Supplier, Consumption Component Class, BM Unit<sup>1</sup> and Settlement Period. The line losses must be determined separately from the consumption or generation, and must also be given in MWh. The number of SVA Metering Systems contributing to each Consumption Component Class must be recorded with the aggregated data.

Line Loss Factors are obtained by the HHDA from BSCCo via the BSC Website, in accordance with BSCP128 (Production, Submission, Audit and Approval of Line Loss Factors).

SVAA is responsible for providing Market Domain Data (MDD) in accordance with BSCP508 (Supplier Volume Allocation Agent).

In the event of any dispute as to whether an item of MDD is appropriate or, as the case may be, affects the accuracy of Settlement, the decision of the Panel shall be conclusive.

Where the HHDA has not received data in sufficient time to enable it to fulfil its obligations as HHDA the HHDA shall request from the Supplier or its agent that the data that has not been received be supplied forthwith.

Once the HHDA is the registered agent for a Settlement Day the HHDA will remain responsible for the Interim Information Volume Allocation Run, the Initial Volume Allocation Run and subsequent Reconciliation Volume Allocation Runs until the Final Reconciliation Volume Allocation Run of that Settlement Day has been completed. Furthermore the HHDA shall support any Post Final Reconciliation Volume Allocation Runs and Extra-Settlement Determinations. On termination of the HHDA's appointment by the Supplier, the HHDA shall ensure that its obligations will be discharged until the Final Reconciliation Volume Allocation Run and will retain data in accordance with PSL100.

The HHDA shall ensure that in the event that it ceases to operate, plans are in place for data and other information to be transferred to the Supplier so that the obligations of the Supplier under the Code can continue to be discharged.

The HHDA shall ensure that it is able to transfer data and other information to the Panel immediately in the event that the HHDA ceases to operate at the same time as the Supplier.

The HHDA shall, in accordance with this BSCP, request and load a Full Refresh from a SMRS comprising the complete registration and standing data for all SVA Metering Systems for which the HHDA is responsible in that SMRS whenever it is required to ensure the integrity of the HHDA's database.

<sup>1</sup> Allocation of aggregated data to Additional BM Units is optional and is dependent on both the Supplier and HHDA agreeing to implement Additional BM Units.

The HHDA shall acknowledge receipt of all files received from a SMRS by an automatic acknowledgement by the HHDA's gateway in the Managed Data Network.

In any case where a data transfer defined in this BSCP503 is carried out by the HHDA by a method other than the Managed Data Network, the HHDA shall ensure that receipt thereof is acknowledged by the recipient by an appropriate means.

The SVAA will be managing the Market Domain Data in addition to performing the Supplier Volume Allocation role, and therefore SVAA is the Market Domain Data Manager (MDDM).

### 1.3 Use of the Procedure

The remaining sections in this document are:

Section 2 – This Section is no longer used.

Section 3 - Interface and Timetable Information: this section defines in detail each business process. In addition, there may be references to 'D' (Data Transfer Catalogue) and 'P' (BSC SVA Data Catalogue dataflows in the 'Information Required' column.

Section 4 - Appendices: this section contains supporting information, including validation details. For any information received, validation of the sender's Id is carried out against the appropriate MDD held by the HHDA.

### 1.4 Balancing and Settlement Code Provision

This BSC Procedure has been produced in accordance with the provisions of the Balancing and Settlement Code (the Code). In the event of an inconsistency between the provisions of this BSC Procedure and the Code, the provisions of the Code shall prevail.

The requirements of HHDA's under the Code can be found in BSC Sections J.

'Party Agents' and S 'Supplier Volume Allocation'. The principal functions of a HHDA are:

- (a) Receive half-hourly data from the relevant HHDC;
- (b) Validate data and provide reports;
- (c) Enter data into the relevant data aggregation system;
- (d) Maintain relevant standing data;
- (e) Receive and maintain Line Loss Factors provided by BSCCo and approved by the Panel;
- (f) Aggregate the metered data in MWh in the relevant data aggregation system;



- (g) Receive and maintain Additional BM Unit data for each Supplier (in respect of which the HHDA is appointed) and to receive, validate and maintain details of the SVA Metering Systems for which such Supplier is the Registrant allocated by that Supplier to its Additional BM Units in the same GSP Group; and
- (h) Provide to the SVAA data aggregated by Supplier BM Unit or by Supplier and by GSP Group in accordance with the further provisions of Section S.
- (i) Provide, where applicable, energy consumption data to the CM Settlement Services Provider in accordance with paragraph Section S 2.9.

## 1.5 Associated BSC Procedures

BSCP01	Overview of Settlement Process.
BSCP11	Trading <del>Queries and Trading</del> <u>[Housekeeping]</u> Disputes.
BSCP128	Production, Submission, Audit and Approval of Line Loss Factors
BSCP501	Supplier Meter Registration Service.
BSCP502	Half Hourly Data Collection for Metering Systems Registered in SMRS.
BSCP508	Supplier Volume and Allocation Agent.
BSCP537	Qualification Process for SVA Parties, SVA Party Agents and CVA MOAs.

## 1.6 Acronyms and Definitions

### 1.6.1 Acronyms

The terms used in this BSC Procedure are defined as follows.

BM	Balancing Mechanism
BSC	Balancing and Settlement Code
BSCP	Balancing and Settlement Code Procedure
<u>CMSSP</u>	<u>Capacity Market Settlement Services Provider</u>
DTC	Data Transfer Catalogue
DTN	Data Transfer Network
FAA	Funds Administration Agent
GSP	Grid Supply Point
HH	Half Hourly
HHDA	Half Hourly Data Aggregator
HHDC	Half Hourly Data Collector
Id	Identifier
kWh	kilowatt hour
LDSO	Licensed Distribution System Operator

LLF	Line Loss Factor
MDD	Market Domain Data
MDDM	Market Domain Data Manager
MSID	Metering System Identifier
MWh	Megawatt hour
Ref	Reference
SMRA	Supplier Meter Registration Agent
SMRS	Supplier Meter Registration Service
SVA	Supplier Volume Allocation
SVAA	Supplier Volume Allocation Agent
TUoS	Transmission Use of System
UTC	Co-ordinated Universal Time
WD	Working Day

### 1.6.2 Definitions

Full definitions of the above acronyms are, where appropriate, included in the Balancing and Settlement Code (the Code).

## 2. Not Used

### 3. Interface and Timetable Information

#### 3.1 Market Data Activities.

##### 3.1.1 SVAA sends Market Domain Data<sup>2</sup>.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1.1.1	If required.	Request MDD from SVAA.	HHDA.	MDDM.	HHDA Id.	Electronic or other method, as agreed.
3.1.1.2	When published by SVAA or within 1 WD of request from HHDA.	Send MDD.	SVAA.	HHDA.	D0269 Market Domain Data Complete Set. D0270 Market Domain Data Incremental Set. D0299 Stage 2 BM Unit Registration Data File <sup>3</sup> . P0186 Half Hourly Default EAC.	Electronic or other method, as agreed.
3.1.1.3	Within 4 working hours of receipt of MDD.	Send acknowledgement that data has been received.	HHDA.	MDDM.	P0024 Acknowledgement.	Electronic or other method, as agreed.
3.1.1.4	If file not readable & / or not complete.	Send notification and await receipt of MDD.	HHDA.	MDDM.	P0035 Invalid Data.	Electronic or other method, as agreed.
3.1.1.5	After receiving notification.	Send corrected MDD.	SVAA.	HHDA.	Refer to 3.1.1.2 for dataflows.	Electronic or other method, as agreed.
3.1.1.6	As soon as possible after data in correct format.	Update records <sup>2,4</sup> .	HHDA.			Internal Process.

<sup>2</sup> The HHDA shall record and use such MDD as is considered appropriate by the Panel (having regard to the HHDA's functions) and shall, in particular, use only MDD for those items in relation to which there is a MDD entry.

<sup>3</sup> This dataflow is optional and is only sent by the SVAA if the HHDA requests the dataflow via the SVAA's BSC Service Desk.

<sup>4</sup> On receipt of any new MDD, the HHDA shall ensure that all MDD affecting the accuracy of Settlement which is manually entered by the HHDA shall be validated against the source data supplied by the SVAA to the HHDA by means of double entry keying before the data is recorded by the HHDA and used in performing its functions.

## 3.2 Interface To SMRS.

### 3.2.1 Receive Changes of SMRS Data.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2.1.1	At any time.	Send instruction file.	SMRA.	HHDA.	D0209 Instruction(s) to Non Half Hourly or Half Hourly Data Aggregator.	Electronic or other method, as agreed.
3.2.1.2.	Within 2 WD of receiving instruction file.	Validate instruction file in line with Appendix 4.1.	HHDA.			Internal Process.
3.2.1.3	Within 2 WD of 3.2.1.2 if File validation fails.	Report instruction file problems <sup>5 6</sup> .	HHDA.	SMRA.	P0035 Invalid Data.	Electronic or other method, as agreed.
3.2.1.4	As soon as possible.	Re-send an exact copy of instruction file.	SMRA.	HHDA.	As appropriate.	Electronic or other method, as agreed.
3.2.1.5	Within 2 WD of receipt of instruction file if file is valid.	Validate instructions in line with Appendix 4.1 <sup>7</sup> .	HHDA.			Internal Process.
3.2.1.6	Within 2 WD of 3.2.1.5 if instruction validation fails.	Report instruction problems <del>55</del>	HHDA.	SMRA.	D0023 Failed Instructions.	Electronic or other method, as agreed.
3.2.1.7	As soon as possible.	Generate and send a refreshed instruction file.	SMRA.	HHDA.	As appropriate.	Electronic or other method, as agreed.
3.2.1.8	Within 2 WD of 3.2.1.5 if instruction is valid.	Process instruction & update records.	HHDA.			Internal Process.

<sup>5</sup> The HHDA shall keep a record of all files and instructions that fail validation, for audit and control purposes.

<sup>6</sup> If an instruction file validation failure is due to a transmission problem, the HHDA shall notify the SMRS of the reason of the failure and shall request that the file be resent with the same file sequence number.

<sup>7</sup> Rejection of one instruction in a file does not preclude processing of other unrelated instructions in that file.

### 3.2.2 Request SMRS Refresh Data.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2.2.1	At any time for Selective Refresh.  At least once in every rolling 13 month period for Full Refresh.	Request Full or Selective Refresh of database <sup>8</sup> .	HHDA.	SMRA.		Manual.
3.2.2.2	If request refused <sup>9</sup> then:  within 1 WD of receipt of request.	Advise refusal.	SMRA.	HHDA.	Identification of request & reason for refusal.	Manual.
3.2.2.3	If request accepted, then within 1 WD of receipt of request for Full Refresh.	Notify HHDA of scheduled date for delivery of Full Refresh.	SMRA.	HHDA.	Scheduled date for delivery of Full Refresh.	Manual, Fax.
3.2.2.4	Within 15 WD of receipt of Full/Selective Refresh request.	Send information to refresh of HHDA's database.	SMRA.	HHDA.	D0209 Instruction(s) to Non Half Hourly or Half Hourly Data Aggregator.	Electronic or CD ROM, or other method, as agreed.
3.2.2.5	After receiving instruction file.	Validate instruction file information received in line with Appendix 4.1.	HHDA.			Internal Process.
3.2.2.6	If File validation fails.	Report instruction file problems <del>55</del> <del>66</del> .	HHDA.	SMRA.	P0035 Invalid Data.	Electronic or other method, as agreed.
3.2.2.7	As soon as possible.	Re-send an exact copy of instruction file.	SMRA.	HHDA.	As appropriate.	Electronic or other method, as agreed.

<sup>8</sup> Where required to resolve a failed instruction or query, the HHDA shall request a Selective Refresh for the relevant SVA Metering Systems from SMRS.

<sup>9</sup> If request for refresh is for data more than 2 years old.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2.2.8	If File is valid.	Validate instructions in line with Appendix 4.1 <del>77</del> .	HHDA.			Internal Process.
3.2.2.9	If instruction validation fails.	Report instruction problems <del>55</del> .	HHDA.	SMRA.	D0023 Failed Instructions.	Electronic or other method, as agreed.
3.2.2.10	As soon as possible.	Generate and send a refresh instruction file.	SMRA.	HHDA.	As appropriate.	Electronic or other method, as agreed.
3.2.2.11	If instruction is valid.	Process instructions & update records.	HHDA.			Internal Process.
3.2.2.12	If a re-send required, then anytime within 28 days of original message.	Request a re-send of original message.	HHDA.	SMRA.	Message number and / or date.	Manual.
3.2.2.13	If request refused then:  within 1 WD of receipt of request.	Advise refusal.	SMRA.	HHDA.	Identification of original request & reason for refusal.	Manual.
3.2.2.14	If request accepted then:  if HHDA error within reasonable endeavours  if not within 36 hrs of receipt of request	Resend message.	SMRA.	HHDA.	Duplicate of original message.	Electronic or other method, as agreed.

### 3.3 Interface To BSCCo

#### 3.3.1 Changes to Line Loss Factors.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.1.1	At any time.	Following Panel approval, send ELEXON Circular indicating new Line Loss Factors available.	BSCCo.	HHDA.	ELEXON Circular – Panel decision including information on LDSO, Effective Dates, Version and location of files on BSC Website.	E-mail.
3.3.1.2	After 3.3.1.1.	Obtain Line Loss Factors for Line Loss Factor Classes from BSC Website.	HHDA.		D0265 Line Loss Factor Data File.	File Transfer Protocol (FTP).
3.3.1.3	Validate within 6 WD of 3.3.1.1.	<p>Validate data in accordance with Appendix 4.2<sup>10</sup>.</p> <p>If invalid, report exceptions to sender.</p> <p>If valid update records with data loaded in timestamp order.</p>	<p>HHDA.</p> <p>HHDA.</p> <p>HHDA.</p>	BSCCo.		<p>Internal Process.</p> <p>E-mail.</p> <p>Internal Process.</p>

<sup>10</sup> The HHDA shall record, validate and use Line Loss Factor data for the LDSO(s), and maintain a history of change.

### 3.4 Aggregation Activities.

#### 3.4.1 Receive Consumption Data from HHDC.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.1.1	At any time.	Send consumption data in kWh.	HHDC.	HHDA.	D0036 Validated Half Hourly Advances for Inclusion in Aggregated Supplier Matrix.	Electronic or other method, as agreed.

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### 3.4.2 Perform Data Aggregation Run<sup>11</sup>.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.2.1	As late as possible (to ensure most recent data from SMRS) to meet SVAA's Calendar.	Perform checks in accordance with Appendix 4.3 and send Exception Reports, if any.	HHDA.	HHDC, Supplier.	D0235 Half Hourly Aggregation Exception Report.	Electronic or other method, as agreed.
3.4.2.2	After 3.4.2.1.	Aggregate data in line with Appendix 4.4. If invalid BM Unit data exclude the consumption of the MS(s) associated with the BM Unit from the aggregation process.	HHDA.			Internal Process.
3.4.2.3	Aggregated data to reach SVAA by the date specified in SVAA's Calendar.	Send aggregated data in MWh & in clocktime. (Failure of the HHDC to provide consumption data must not result in failure of aggregated data being sent to the SVAA)	HHDA.	SVAA and Supplier.	D0040 Aggregated Half Hour Data File (BM Unit(s) not supported) or D0298 BM Unit Aggregated Half Hour Data File (BM Unit(s) supported).	Electronic or other method, as agreed.
3.4.2.4	Within 1 WD of aggregation run.	If invalid BM Unit data send notification.	HHDA.	BSC Service Desk and Supplier.	P0035 Invalid Data.	Electronic or other method, as agreed.
<u>3.4.2.5</u>	<u>Within 1WD of aggregation run</u>	<u>If applicable, send Demand Side Response data in MWh and clocktime.</u>	<u>HHDA</u>	<u>CMSSP</u>	<u>D0XX4 Half Hourly Consumption for Demand Side Response</u>	<u>Electronic or other method, as agreed</u>

<sup>11</sup> The HHDA is not obliged to issue reports to Suppliers or Supplier Agents for the Interim Information Volume Allocation Run i.e. only reporting to SVAA is required

### 3.5 Balancing Mechanism Unit Standing Data Changes.

REF.	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.5.1.	Must be received before Gate Closure for the period to which the BM Unit Allocation <sup>12</sup> applies.	Send the BM Unit Allocation / revised BM Unit Allocation change proposal (following rejection of change proposal by HHDA).	Supplier.	HHDA <sup>13</sup> <sup>14</sup> .	D0297 Notification of BM Unit Allocation.	Electronic or other method, as agreed.
3.5.2.	Within 1 WD of 3.5.1.	Log change proposal then validate Supplier BM Unit Allocation.	HHDA.		Appendix 4.5 - BM Unit File Validation.	Internal Process.
3.5.3	Within 1 WD of 3.5.1.	If file cannot be processed send notification <sup>15</sup> . Return to 3.5.1 if Supplier wishes to provide revised change proposal.	HHDA.	Supplier	P0035 Invalid Data.	Electronic or other method, as agreed.
3.5.4.	Within 1 WD of 3.5.1.	If BM Unit Allocation invalid send rejection of BM Unit Allocation <sup>15+5</sup> . Return to 3.5.1 if Supplier wishes to provide revised change proposal.	HHDA.	Supplier.	D0295 Rejection of BM Unit Allocation.	Electronic or other method, as agreed.
3.5.5.	Within 1 WD of 3.5.1.	If BM Unit Allocation valid send confirmation of acceptance of BM Unit Allocation.	HHDA.	Supplier.	D0294 Confirmation of BM Unit Allocation.	Electronic or other method, as agreed

<sup>12</sup> Each BM Unit Allocation will be for one or more Settlement Days i.e. an allocation can only change at a Settlement Day boundary, which is Gate Closure for the first Settlement Period of the Settlement Day on which the BM Unit Allocation becomes effective.

<sup>13</sup> The HHDA must be able to receive, date and timestamp BM Unit Allocations 24 hours a day, 7 days a week, for all days of the year, excluding those instances where time is spent on backup or disaster recovery. In the event that the HHDA's systems are out of service for backup or disaster recovery, the HHDA should inform the Supplier as early as possible.

<sup>14</sup> The HHDC must acknowledge receipt of the BM Unit Allocation files received from the Supplier by an automatic acknowledgement by the HHDA's gateway in the Managed Data Network;

<sup>15</sup> In the case of BM Unit Allocation validation failures, the HHDA shall use the previous BM Unit Allocation, or if no previous BM Unit Allocation is available shall use the Base BM Unit Allocation, unless the Supplier provides an alternative BM Unit Allocation prior to Gate Closure.

**3.6 Processing Supplier Instructions for [CM] SVA Metering Systems**

<u>REF.</u>	<u>WHEN</u>	<u>ACTION</u>	<u>FROM</u>	<u>TO</u>	<u>INFORMATION REQUIRED</u>	<u>METHOD</u>
3.6.1	<u>As required.</u>	<u>Send [DSR Reporting Notification]</u>	<u>Supplier</u>	<u>HHDA</u>	<u>[D0XX1] [DSR Reporting Notification]</u>	<u>Electronic or other method, as agreed.</u>
3.6.2	<u>Within 1 WD of 3.6.1</u>	<u>Process notification and validate</u>	<u>HHDA</u>		<u>[Appendix 4.6]</u>	<u>Internal Process</u>
3.6.3	<u>Within 1 WD of 3.6.1</u>	<u>If [DSR Reporting Notification] cannot be processed or is invalid send rejection of notification.</u>  <u>Return to 3.6.1 if Supplier wishes to provide revised notification.</u>	<u>HHDA</u>	<u>Supplier</u>	<u>[D0XX3] [DSR Reporting Rejection]</u>	<u>Electronic or other method, as agreed.</u>
3.6.4	<u>Within 1 WD of 3.6.1</u>	<u>If [DSR Reporting Notification] valid send confirmation of acceptance.</u>	<u>HHDA</u>	<u>Supplier</u>	<u>[D0XX2] [DSR Reporting Confirmation]</u>	<u>Electronic or other method, as agreed.</u>

## 4. Appendices

### 4.1 SMRS Instruction File Validation.

The HHDA records, validates against MDD, maintains a history of change and uses the latest registration data and appointment data from a SMRS.

The HHDA records, validates against MDD, maintains a history of change and uses the latest standing data from SMRS to ensure that the GSP Group, Line Loss Factor Class, Energisation status, Measurement Class and Measurement Quantity assigned to a SVA Metering System belong to a valid set.

The file received from the SMRA is verified to ensure:

- physical integrity;
- that it is for the HHDA;
- that it is from a valid SMRA;
- that the file sequence number is the next instruction file sequence number from the source. If this sequence number is higher than the next sequence number, the file is not processed, but is stored for processing in correct sequence.
- that the instructions in the file are in instruction sequence number order and the first sequence number in the file follows on from the last instruction received from the source of the file;
- that, if the file contains a SMRS Refresh instruction, it is the only instruction in the file;

Each instruction is validated according to the type of instruction as detailed below, using the systems and processes approved in accordance with BSCP537. Validation failures are resolved by the HHDA where possible or referred to SMRS; in each case the HHDA records explanations of its actions and reasons.

#### 4.1.1 HHDA Appointment Details

The instruction is validated to ensure:

- that the SMRA which sent the instruction is currently appointed to the LDSO associated with the SVA Metering System;
- that there is not an existing HHDA Appointment in the system with a start date before the significant date and either no end date or an end date on or after the significant date (unless it is also in the instruction);
- that, if the instruction contains only a HHDA Appointment record with a start and end date (with no related details), a HHDA Appointment exists on the system with the same start date and no end date;
- for the 'SVA Metering System's Registrations' in the instruction:
  - that they all contain valid Supplier Ids;
  - that they all overlap or start on or after the significant date;

- that if one has a start date before the significant date, the rest must have start dates after the significant date;
  - that all the start dates are unique;
  - that each registration has at least one HHDA Appointment;
- for the ‘SVA Metering System’s HHDA Appointments’ in the instruction:
  - that they are all for this HHDA;
  - that the start date is less than or equal to the end date;
  - that they are all for registrations that will exist if the instruction is applied;
  - that they all overlap or start on or after the significant date;
  - that if one has a start date before the significant date, the rest must have start dates after the significant date;
  - that none have a start or end date earlier than the start date for the registration;
  - that none have a start date on or later than the start date of the subsequent registration (if one exists) for the SVA Metering System if the instruction is applied;
  - that none of the Appointments overlap each other or any other appointment for the SVA Metering System;
  - that all the start dates are unique;
- for the ‘SVA Metering System’s HHDC Appointments’ in the instruction:
  - that they are all for valid HHDCs;
  - that they are all for registrations that will exist if the instruction is applied;
  - that they all overlap or start on or after the significant date;
  - that if one has a start date before the significant date, the rest must have start dates after the significant date;
  - that none have a start date earlier than the start date for the registration;
  - that no Registrations will be left without a HHDC Appointment if the instruction is applied;
  - that all the start dates are unique;
- for the ‘SVA Metering System’s relationships with Measurement Classes’ in the instruction:
  - that they are all for valid Measurement Classes;
  - that they are all for registrations that will exist if the instruction is applied;
  - that they all overlap or start on or after the significant date;

- that if one has a start date before the significant date, the rest must have start dates after the significant date;
- that none have a start date earlier than the start date for the registration;
- that none have a start date on or later than the start date of the subsequent registration (if one exists) for the SVA Metering System if the instruction is applied;
- that they all overlap with one or more HHDA Appointments which will exist for this Registration if the instruction is applied;
- that no Registrations will be left without a Measurement Class for any Settlement Day within a HHDA Appointment if the instruction is applied;
- that all the start dates are unique;
- for the ‘SVA Metering System’s Energisation Statuses’ in the instruction:
  - that the Energisation Status are ‘D’ or ‘E’;
  - that they are all for registrations that will exist if the instruction is applied;
  - that they all overlap or start on or after the significant date;
  - that if one has a start date before the significant date, the rest must have start dates after the significant date;
  - that none have a start date earlier than the start date for the registration;
  - that none have a start date on or later than the start date of the subsequent registration (if one exists) for the SVA Metering System if the instruction is applied;
  - that they all overlap with one or more HHDA Appointments which will exist for this Registration if the instruction is applied;
  - that no Registrations will be left without an Energisation Status for any Settlement Day within a HHDA Appointment if the instruction is applied;
  - that all the start dates are unique;
- for the ‘SVA Metering System’s relationships with Line Loss Factor Classes’ in the instruction:
  - that they are all for a valid LDSO and Line Loss Factor Classes;
  - that they are all for SVA Metering Systems that will exist if the instruction is applied;
  - that they all overlap or start on or after the significant date;
  - that if one has a start date before the significant date, the rest must have start dates after the significant date;
  - that they all overlap with one or more HHDA Appointments which will exist if the instruction is applied;

- that the SVA Metering System will not be left without a Line Loss Factor Class for any Settlement Day within a HHDA Appointment if the instruction is applied;
- that all the start dates are unique;
- all the ‘SVA Metering System’s relationships with GSP Groups’ in the instruction:
  - that they are all for valid GSP Groups;
  - that they are all for SVA Metering Systems that will exist if the instruction is applied;
  - that they all overlap or start on or after the significant date;
  - that if one has a start date before the significant date, the rest must have start dates after the significant date;
  - that they all overlap with one or more HHDA Appointments which will exist if the instruction is applied;
  - that the SVA Metering System will not be left without a GSP Group for any Settlement Day within a HHDA Appointment if the instruction is applied.
  - that all the start dates are unique;

#### 4.1.2 HHDC Appointment Details

The instruction is validated to ensure:

- that the SMRA which sent the instruction is currently appointed to the LDSO associated with the SVA Metering System;
- For the HHDC Appointment relationships in the instruction:
  - that they are all for valid HHDCs;
  - that they are all for Registrations that already exist in the system;
  - that they all overlap or start on or after the significant date (Data Collector Appointments for different Registrations should be considered separately for the purpose of overlap);
  - that if one has a start date before the significant date, all other Data Collector Appointments for the same Registration must have start dates after the significant date;
  - that none have a start date earlier than the start date for the registration;
  - that no Registrations will be left without a HHDC Appointment if the instruction is applied.
  - that all the start dates must be unique for Data Collector Appointments that are for the same Registration;

#### 4.1.3 Measurement Class Details

The instruction is validated to ensure:

- that the SMRA which sent the instruction is currently appointed to the LDSO associated with the SVA Metering System;
- For the Measurement Class relationships in the instruction:
  - that they are all for valid Measurement Classes;
  - that they are all for registrations that already exist in the system;
  - that they all overlap or start on or after the significant date;
  - that if one has a start date before the significant date, the rest must have start dates after the significant date;
  - that none have a start date earlier than the start date for the registration;
  - that none have a start date on or later than the start date of the subsequent registration (if one exists) for the SVA Metering System if the instruction is applied;
  - that they all overlap with one or more HHDA Appointments which already exist for this Registration;
  - that no Registrations will be left without a Measurement Class for any Settlement Day within a HHDA Appointment if the instruction is applied;
  - that all the start dates are unique.

#### 4.1.4 Energisation Status Details

The instruction is validated to ensure:

- that the SMRA which sent the instruction is currently appointed to the LDSO associated with the SVA Metering System;
- For the Energisation Status relationships in the instruction:
  - that they are all either 'D' or 'E';
  - that they are all for registrations that already exist in the system;
  - that they all overlap or start on or after the significant date;
  - that if one has a start date before the significant date, the rest must have start dates after the significant date;
  - that none have a start date earlier than the start date for the registration;
  - that none have a start date on or later than the start date of the subsequent registration (if one exists) for the SVA Metering System if the instruction is applied;
  - that they all overlap with one or more HHDA Appointments which already exist for this Registration;



- that no Registrations will be left without an Energisation Status for any Settlement Day within a HHDA Appointment if the instruction is applied;
- that all the start dates are unique.

#### 4.1.5 GSP Group Details

The instruction is validated to ensure:

- that the SMRA which sent the instruction is currently appointed to the LDSO associated with the SVA Metering System;
- For the GSP Group relationships in the instruction:
  - that they are all for valid GSP Groups;
  - that they are all for SVA Metering Systems that already exist in the system;
  - that they all overlap or start on or after the significant date;
  - that if one has a start date before the significant date, the rest must have start dates after the significant date;
  - that they all overlap with one or more HHDA Appointments which already exist for this SVA Metering System;
  - that no HHDA Appointments will be left without a GSP Group for any Settlement Day if the instruction is applied;
  - that all the start dates are unique.

#### 4.1.6 Line Loss Factor Class Details

The instruction is validated to ensure:

- that the SMRA which sent the instruction is currently appointed to the LDSO associated with the SVA Metering System;
- For the Line Loss Factor Class relationships in the instruction:
  - that they are all for a valid LDSO and Line Loss Factor Classes;
  - that they are all for SVA Metering Systems that will exist if the instruction is applied;
  - that they all overlap or start on or after the significant date;
  - that if one has a start date before the significant date, the rest must have start dates after the significant date;
  - that they all overlap with one or more HHDA Appointments which will exist if the instruction is applied;
  - that the SVA Metering System will not be left without a Line Loss Factor Class for any Settlement Day within a HHDA Appointment if the instruction is applied;
  - that all the start dates are unique.

#### 4.1.7 Refresh SMRS Metering System Details

The instruction is validated to ensure:

- that the SMRA which sent the instruction is currently appointed to the LDSO that is the subject of the instruction;
- for each SVA Metering System in the instruction:
  - for the ‘SVA Metering System’s Registrations’ in the instruction:
    - that they all contain valid Supplier Ids;
    - that they all overlap or start on or after the significant date;
    - that if one has a start date before the significant date, the rest must have start dates after the significant date;
    - that all the start dates are unique;
    - that each registration has at least one HHDA Appointment;
  - for the ‘SVA Metering System’s HHDA Appointments’ in the instruction:
    - that they are all for this HHDA;
    - that the start date is less than or equal to the end date;
    - that they are all for registrations that will exist if the instruction is applied;
    - that they all overlap or start on or after the significant date;
    - that if one has a start date before the significant date, the rest must have start dates after the significant date;
    - that none have a start or end date earlier than the start date for the registration;
    - that none have a start date on or later than the start date of the subsequent registration (if one exists) for the SVA Metering System if the instruction is applied;
    - that none of the Appointments overlap each other;
    - that all the start dates are unique;
  - for the ‘SVA Metering System’s HHDC Appointments’ in the instruction:
    - that they are all for valid HHDCs;
    - that they are all for registrations that will exist if the instruction is applied;
    - that they all overlap or start on or after the significant date;
    - that if one has a start date before the significant date, the rest must have start dates after the significant date;
    - that none have a start date earlier than the start date for the registration;

- that no Registrations will be left without a HHDC Appointment if the instruction is applied;
- that all the start dates are unique;
- for the ‘SVA Metering System’s relationships with Measurement Classes’ in the instruction:
  - that they are all for valid Measurement Classes;
  - that they are all for registrations that will exist if the instruction is applied;
  - that they all overlap or start on or after the significant date;
  - that if one has a start date before the significant date, the rest must have start dates after the significant date;
  - that none have a start date earlier than the start date for the registration;
  - that none have a start date on or later than the start date of the subsequent registration (if one exists) for the SVA Metering System if the instruction is applied;
  - that they all overlap with one or more HHDA Appointments which will exist for this Registration if the instruction is applied;
  - that no Registrations will be left without a Measurement Class for any Settlement Day within a HHDA Appointment if the instruction is applied;
  - that all the start dates are unique;
- for the ‘SVA Metering System’s Energisation Statuses’ in the instruction:
  - that the Energisation Status are ‘D’ or ‘E’;
  - that they are all for registrations that will exist if the instruction is applied;
  - that they all overlap or start on or after the significant date;
  - that if one has a start date before the significant date, the rest must have start dates after the significant date;
  - that none have a start date earlier than the start date for the registration;
  - that none have a start date on or later than the start date of the subsequent registration (if one exists) for the SVA Metering System if the instruction is applied;
  - that they all overlap with one or more HHDA Appointments which will exist for this Registration if the instruction is applied;
  - that no Registrations will be left without a Measurement Class for any Settlement Day within a HHDA Appointment if the instruction is applied;
  - that all the start dates are unique;

- for the ‘SVA Metering System’s relationships with Line Loss Factor Classes’ in the instruction:
  - that they are all for a valid LDSO and Line Loss Factor Classes;
  - that they are all for SVA Metering Systems that will exist if the instruction is applied;
  - that they all overlap or start on or after the significant date;
  - that if one has a start date before the significant date, the rest must have start dates after the significant date;
  - that they all overlap with one or more HHDA Appointments which will exist if the instruction is applied;
  - that the SVA Metering System will not be left without a Line Loss Factor Class for any Settlement Day within a HHDA Appointment if the instruction is applied;
  - that all the start dates are unique;
  - all the ‘SVA Metering System’s relationships with GSP Groups’ which overlap or start on or after the significant date and overlap with a HHDA Appointment for the HHDA.
  - that they are all for valid GSP Groups;
  - that they are all for SVA Metering Systems that will exist if the instruction is applied;
  - that they all overlap or start on or after the significant date;
  - that if one has a start date before the significant date, the rest must have start dates after the significant date;
  - that they all overlap with one or more HHDA Appointments which will exist if the instruction is applied;
  - that the SVA Metering System’s will not be left without a GSP Group for any Settlement Day within a HHDA Appointment if the instruction is applied;
  - that all the start dates are unique.

#### 4.2 Line Loss Factor Data Validation.

Line Loss Factor Class Data is validated against MDD using systems and processes so approved in accordance with BSCP537.

Line Loss Factor Data is validated for completeness:

- If the file does not contain data for a valid Line Loss Factor Class
- If the file contains data for an invalid Line Loss Factor Class

The HHDA rectifies validation failures where possible or refers the failures to BSCCo for rectification. The HHDA keeps a record of all validation failures for audit and control purposes, and records explanations and reasons for its actions in rectifying any failures.

### 4.3 Checks for data anomalies during Data Aggregation Run.

As far as is practicable, the HHDA's system must validate the data it receives from the HHDC against MDD and against data received from SMRAs.

1. For all the Settlement Periods in the Settlement Day, apply the following checks (in the following order) for data anomalies, and process and report each type of anomaly as indicated:

- (a) Consumption Data Received but Not Expected

Check for SVA Metering Systems which have consumption values stored against them but for which the HHDA is not appointed to aggregate on this Settlement Day.

Record such data anomalies for reporting purposes and ignore these consumption values from this point on for this aggregation process.

Report full details of any such anomalies to the HHDC supplying the data.

- (b) Expected Consumption Data Received but from Incorrect Source

Check for any SVA Metering Systems that have stored consumption values that have been supplied by the incorrect HHDC. The validity of a consumption value is determined by checking that it has been provided by the HHDC whose period of appointment spans the settlement period to which the consumption value relates.

Record such data anomalies for reporting purposes and ignore these consumption values from this point on for this aggregation process.

Report full details of any such anomalies to the correct HHDC, invalid HHDC and Supplier.

- (c) Consumption Data Expected but Not Received

Check for any SVA Metering Systems, for which a consumption value is expected, that have not had a complete set of consumption values supplied by the correct HHDC - whether a partial set of values has been received, or no values at all. If SVA Metering Systems have missing consumption they may simply be de-energised. Therefore, check their Energisation Status before confirming this anomaly.

Record this data anomaly for reporting purposes. Derive and use in the aggregation process, default consumption values as follows;

- For import SVA Metering Systems the HHDA should equally divide the HH Default EAC provided in Market Domain Data, over the year, irrespective of leap years. This should be rounded to the nearest kWh, i.e.

$$\text{Default Value} = \frac{\text{HH Default EAC}}{\text{Settlement Periods in non leap year}} = \frac{\text{HH Default EAC}}{17520}$$

For Export SVA Metering Systems the Half Hourly Data Aggregator should use a value of zero.

Line Loss Factors (LLFs) should be applied to any default values for SVA Metering Systems submitted to Settlements.

Report full details of any such anomalies to the HHDC and Supplier.

(d) Consumption Data Received for De-Energised Meter

If a SVA Metering System is de-energised, treat the consumption as zero, unless there is a non-zero consumption value, in which case this will be used in the aggregation process.

Record this data for reporting purposes.

Report the anomaly to the HHDC and Supplier.

Non-zero values recorded on the Effective From Date of an energisation status change, from energised to de-energised, should not be reported as an anomaly to the HHDC and the Supplier

(e) Consumption Data Received for Incorrect Supplier

Check for any SVA Metering Systems for which valid consumption data has been received, but for which a different Supplier is specified to that defined in SMRS.

Record this data anomaly for reporting purposes and aggregate the data against the Supplier defined by SMRS.

Report the anomaly to the HHDC and both Suppliers.

(f) Mismatch in the Direction of Energy Flow information provided by SMRS and HHDC.

Check that the Direction of Energy Flow derived from the LLFC ID provided by SMRS matches the Direction of Energy Flow derived from the Measurement Quantity ID provided by the HHDC. For the purpose of this check, values of 'A' and 'B' for the LLFC ID's MS Specific LLF Class Indicator can be regarded as Import, and values of 'C' and 'D' can be regarded as Export.

If there is a mismatch, treat the consumption value as zero and report the anomaly manually to the HHDC and Supplier.

2. There may still be more than one valid consumption value for a Settlement Period stored against a SVA Metering System e.g. an estimated value and an actual reading. In this case, only the most recently received valid consumption value should be used and any older values should be ignored.
3. Any discrepancies between data sent by the SMRA and data sent by the HHDC must be recorded as exceptions for the Interim Information Volume Allocation run or Initial Volume Allocation Run or Reconciliation Volume Allocation Run. In the event of such a discrepancy, data from the SMRA shall prevail.

#### 4.4 Aggregate Consumption Data.

The HHDA's system must perform aggregation of the Half Hourly consumption by Supplier in accordance with the data supplied by the SMRS.

The HHDA's system must precisely aggregate those SVA Metering Systems for which the SMRS deems it is responsible under the SMRS, and must ensure that each such metering system is accounted for exactly once.

The method by which the HHDA will aggregate data will depend on whether the HHDA decides to implement Additional BM Units for a Supplier within a GSP Group. The introduction of Additional BM Units is optional for the HHDA, but for any HHDA that implements them, the notification of BM Unit Allocation must be received prior to Gate Closure for the period to which it applies.

The HHDA must provide the SVAA with a D0040 Aggregated Half Hour Data File or a D0298 BM Unit Aggregated Half Hour Data File only for each GSP Group.

Each set of aggregation data the HHDA provides to the SVAA must relate to a single GSP Group and a particular Interim Information Volume Allocation run or Initial Volume Allocation Run or Reconciliation Volume Allocation Run for a Settlement Day.

The HHDA's system must allow more than one aggregation run to be performed for any Settlement Day. The results of each run must be identified with a unique run number.

An aggregation run must, for each Supplier, sum to the level of consumption component class by combination of:

- Estimated/Actual;
- Pseudo Unmetered/Metered;
- Site specific/Non-site specific Line Loss Factors; and
- Third Part Generator Generation/Consumption.

The line losses must be determined separately for consumption and generation. The number of SVA Metering Systems contributing to each consumption component class must be recorded with the aggregated data.

In addition to performing aggregation for the SVAA, the HHDA will collate and process data relating to Metering Systems that have been notified by the Supplier as supporting Demand Side Response. The HHDA must provide the results of this processing to the CMSSP.

##### 4.4.1 Base Balancing Mechanism Unit Aggregation

A HHDA who decides not to implement Additional BM Units will aggregate data as follows:

1. For each SVA Metering System calculate the line losses by Settlement Period by applying the appropriate Line Loss Factor to the consumption values.



2. For each GSP Group add up the consumptions of all the SVA Metering Systems for each Settlement Period, by Supplier and by Consumption Component Class in MWh.
3. For each GSP Group add up the line losses of all SVA Metering Systems for each Settlement Period, by Supplier and by Consumption Component Class in MWh.

Full details of the aggregation rules are given in the Supplier Volume Allocation Rules which must prevail, in the event of any conflict with this BSCP.

The D0040 Aggregated Half Hour Data File gives the full data list produced by the aggregation, all items within are self explanatory except for the following:

#### MSID Count

The MSID count is the count of SVA Metering Systems by Consumption Component Class, Settlement Period and Supplier in a GSP Group.

#### Run number

This is a number which identifies uniquely an aggregation run for that HHDA. Each aggregation run that the HHDA does has a unique run number including any aggregation runs for which data is not sent to the SVAA.

The aggregated data will be provided to the SVAA who then allocates the aggregated data to the Base BM Unit.

### **4.4.2 Additional Balancing Mechanism Unit Aggregation**

A HHDA who decides to implement Additional BM Units will assign all the energy to an appropriate BM Unit(s) when carrying out the aggregation run. In the case of a SVA Metering System for which the Supplier has not provided a BM Unit allocation, the HHDA will assign the energy to the Base BM Unit. The HHDA will aggregate data as follows:

1. For each SVA Metering System calculate the line losses by Settlement Period by applying the appropriate Line Loss Factor to the consumption values.
2. For each GSP Group add up the consumption of all the SVA Metering Systems for each Settlement Period, by Supplier and by Consumption Component Class in MWh and maintain separate totals for each Supplier's BM Unit(s).
3. For each GSP Group add up the line losses of all SVA Metering Systems for each Settlement Period, by Supplier and by Consumption Component Class and by BM Unit in MWh.



Full details of the aggregation rules are given in the Supplier Volume Allocation Rules which must prevail, in the event of any conflict with this BSCP.

The D0298 BM Unit Aggregated Half Hour Data File gives the full data list produced by the aggregation run all items within are self explanatory except for the following:

#### MSID Count

The MSID count is the count of SVA Metering Systems by Consumption Component Class, Settlement Period and Supplier in a GSP Group.

#### Run number

This is a number which identifies uniquely an aggregation run for that HHDA. Each aggregation run that the HHDA does has a unique run number including any aggregation runs for which data is not sent to the SVAA.

The aggregated data, by BM Unit(s), will be provided to the SVAA.

### **4.4.3 Demand Side Response Data**

Where the Supplier has notified the HHDA of Metering Systems supporting Demand Side Response, the HHDA will, for each relevant SVA Metering System, calculate the line losses by Settlement Period by applying the appropriate Line Loss Factor to the consumption values.

The DXXX Half Hourly Consumption for Demand Side Response gives the full data list produced by the aggregation run.

The collated data, grouped by Supplier, will be provided to the CMSSP by the HHDA.

### **4.5 Balancing Mechanism Unit File Validation.**

The HHDA will validate the BM Unit files in accordance with the Data Interfaces document.

A record of all validation failures must be kept for audit and control purposes.

### **4.6 DSR Reporting Notification Validation**

The HHDA will validate the DSR Reporting Notification Validation files in accordance with the Data Transfer Catalogue.

A record of all validation failures must be kept for audit and control purposes.

### **4.76 Reporting and Data Entry.**

1. It must be possible to obtain a report from the HHDA's system, on request, of all exceptions encountered during an aggregation run for an Interim Information Volume Allocation Run or Initial Volume Allocation Run or a

Reconciliation Volume Allocation Run. It must be possible to obtain these exceptions at the levels defined by combinations of all or a subset of:

- Supplier;
  - GSP Group;
  - HHDC.
2. It must be possible to obtain from the HHDA's system a report, on request, of statistics of exceptions encountered in an Interim Information Volume Allocation Run or Initial Volume Allocation Run or Reconciliation Volume Allocation Run. It must be possible to obtain these statistics at the levels defined by combinations of all or a subset of:
- Exception type;
  - Supplier;
  - GSP Group;
  - HHDC.
3. It must be possible to obtain from the HHDA's system a report, on request, of statistics of exceptions encountered across a range of Interim Information Volume Allocation Runs and/or Initial Volume Allocation Runs and/or Reconciliation Volume Allocation Runs. It must be possible to select these Interim Information Volume Allocation Runs and/or Initial Volume Allocation Runs and/or Reconciliation Volume Allocation Runs by a range of Settlement Days and a set of Settlement codes. It must be possible to obtain these statistics at the levels defined by combinations of all or a subset of:
- Exception type;
  - Supplier;
  - GSP Group;
  - HHDC.
4. It must be possible to obtain from the HHDA's system a report, on request, of all file and instruction validation failures. It must be possible to obtain this report at the levels defined by combinations of all or a subset of:
- Validation failure type;
  - Supplier;
  - GSP Group;
  - HHDC.
5. The HHDA must allow manual entry of the following MDD:
- Suppliers;
  - BM Unit details;
  - HHDCs;
  - LDSOs;

- Measurement Classes;
- SVAA;
- SMRAs;
- GSP Groups (and their timed relationships with the SVAA, SMRAs and LDSOs);
- Line Loss Factor Classes;
- GMT/BST clock change details.

## **4.87 HHDA System Requirements.**

### **4.7.1 Audit Requirements.**

The HHDA's system must be an auditable system and it must be possible to inspect both the aggregated results and the audited data used.

1. The following data about 'SVA Metering System Half Hourly Consumption Data' files received must be stored:
  - Which HHDC the file was received from;
  - When the file was delivered to the system.
2. The following data about 'Half Hourly SVA Metering System Registration Data' files received must be stored:
  - Which SMRA the file was received from;
  - When the file was delivered to the system;
  - When the file underwent receipt processing.
3. The following data about half hour 'SVA Metering System standing data' files received must be stored:
  - Which SMRA the file was received from;
  - When the file was delivered to the system;
  - When the file underwent receipt processing.
4. The following data about 'Line Loss Factors data' files received must be stored:
  - Which LDSO the file was received from;
  - When the file was delivered to the system;
  - When the file underwent receipt processing.
5. The following data about 'BM Unit Allocation' files received must be stored:
  - Which Supplier the file was received from;
  - When the file was delivered to the HHDA's gateway;
  - When the file underwent receipt processing.
6. The following data about a Full Refresh from a SMRS sent must be stored:
  - Which SMRA the file was received from;

- When the file was delivered to the system;
  - When the file underwent receipt processing.
7. The following data about aggregated data files sent must be stored:
- Which SVAA the file was sent to;
  - When the file was extracted;
  - When the file was sent.
8. Codes and identifiers must, wherever possible, be the same as those recognised by the BSCCo and FAA.
9. Version control must be applied to all data received. Resubmitted data from Data Collectors, Suppliers or SMRAs must not cause the deletion of previously sent data.
10. Version control must be applied to all data sent out. For data that relates to an aggregation run, the aggregation run number must be included in the control.
11. All reports produced must clearly identify what information is being reported, the date and time it was produced, who requested it.
12. All reports should be available in both human and machine readable format.
13. All reports in machine readable format must be available electronically.
14. All reports in human readable format should be available both electronically and in hardcopy.
15. Where changes are made by HHDA users, the system must maintain audit trails so that the change can be tracked. Tracking details must include:
- The identity of the user who made the change;
  - The nature of the change; and
  - The date and time of the change.
16. The HHDA's system must be able to perform aggregations for Interim Information Volume Allocation Run, Initial Volume Allocation Run, Reconciliation Volume Allocation Run and Post Final Volume Allocation Run of a Settlement Day up to 28 months after the Settlement Day.
17. It must be possible to archive onto a removable media all data relating to a Settlement Day.
18. It must not be possible to archive data relating to a Settlement Day until a user defined (configurable but not before the Final Reconciliation Volume Allocation Run of the Settlement Day) period after the Settlement Day.

#### **4.87.2 Security and Control Requirements.**

The HHDA's system must comply with the 1998 Programme's Security and Control Framework and the Pool's 1998 Programme's standard codes and naming conventions. The following requirements support this.

1. The system must keep track of all file numbers and instruction numbers of data files from every SMRA.
2. The system must ensure that files or instructions received from SMRAs are not processed out of sequence.
3. The HHDA must check the hash totals of all files received from any SMRAs to ensure that the file has been received correctly.
4. The system must alert the HHDA of any SMRA file or instruction anomalies identified and report these errors to the relevant SMRA.
5. The HHDA must identify and report any Additional BM Unit errors to the Supplier.
6. The HHDA must be able to monitor receipt of all data files from SMRAs.
7. The system must ensure that files received from the HHDC are not processed out of sequence.
8. The HHDA must be able to monitor receipt of 'SVA Metering System Half Hour Consumption Data' files.
9. The system must alert the HHDA of any HHDC file anomalies identified and report these errors to the relevant HHDC.
10. The HHDA must provide hash totals of all files transmitted to the SVAA.
11. The HHDA must identify files sent to the SVAA using the Settlement Day, Settlement code and an aggregation run number.
12. Aggregation runs must be based on the most up to date data at the time of aggregation, subject to not prejudicing Settlement timescales.
13. The system must not prevent the implementation of a disaster recovery plan. The system must provide appropriate back-up and recovery facilities.
14. Controls shall be put in place to minimise the risk of unwanted cessation of data processing. This objective will in part be met by adequate access restriction. Robust software and controls over computer operations will also be needed.

#### **4.78.3 Operational Requirements.**

The design and implementation of the HHDA system must not prevent it, given an appropriate hardware and software environment, being operated to meet the prescribed Settlement and reconciliation schedule. The following requirements support this.

1. The HHDA must be able to meet the published Settlement timetable.

2. The HHDA must be able to complete sufficient aggregation runs to comply with the Settlement timetable.
3. The HHDA must be able to process all consumption data from the number of SVA Metering Systems for which it is Qualified, when run in the proposed hardware and software environment.
4. For each Settlement, the HHDA must be able to send aggregated data to all relevant SVAAs when run in the proposed hardware and software environment.
5. The HHDA's system and its proposed hardware and software environment must not have any constraints on the variability of the volumes of data and events that it must handle for different aggregation runs because the number of SVA Metering Systems could vary greatly between HHDA aggregation runs performed on the same day for different Volume Allocation Runs.

#### **4.87.4 Design Constraint Requirements.**

The design and implementation of the HHDA's system must not adversely constrain the operation and performance of the systems to which it interfaces - SVA systems, HHDC systems, and SMRS systems. The following requirement supports this.

1. The HHDA's software, its proposed hardware, and its interfaces, must not compromise the integrity of existing trading mechanisms and TUoS charging or their business processes, software, data, and their operating environment.

#### **4.87.5 Monitoring.**

Processes must be capable of providing statistical information to enable monitoring of performance by the Panel in accordance with Appendix 4.8.

#### **4.98 Service Level Performance Standards.**

The HHDA shall perform the services to be performed by it as HHDA pursuant to this BSCP to standards which shall be at least as good as those specified in this Appendix 4.8.

This Appendix has effect for the purposes of this BSCP to determine:

1. The function to be performed by the HHDA, as described in columns 2 to 5 of the table set out in this Appendix, in respect of which minimum standards of performance are required;
2. The minimum standards of performance Service Levels relating to the functions referred to in paragraph 1 above, as described in columns 6 and 7 of the table set out in this Appendix;
3. A reference number (serial) in respect of each Service Level, as described in column 1 of the table set out in this Appendix; and

4. The method by which the HHDA's adherence to the Service Levels is to be measured, as defined in column 8 of the table set out in this Appendix.

For the purpose of this Appendix:

- (a) The references in column 3 of the table to a numbered paragraph are to the relevant section in this BSCP;
- (b) The references in column 4 of the table to a sub-process/data flow are to the relevant sub-processes or data flow as described in the relevant BSCP;
- (c) References to "Timescales" are to those specified by the relevant BSCP and if applicable the SVAA Calendar;
- (d) References to a certain percentage of tasks being completed within a certain specified period are to be read as a reference to that percentage of tasks being completed during the applicable reporting period as specified by the relevant BSCP;
- (e) References to an item being "valid" are to an item which conforms to an applicable BSC SVA Data Catalogue item;
- (f) Reference to an item being "in correct format" are to an item which complies with the applicable BSC SVA Data Catalogue format or the format specified by the relevant BSCP;
- (g) References to an item being "accurate" are to an item being correctly recorded: and
- (h) In calculating percentages, the performance figures shall be rounded up or down to the nearest one decimal place (with 0.05 being rounded upwards)