RETAIL ENERGY CODE

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CHANGE PROPOSAL PLAN

R0042 – PERFORMANCE ASSURANCE BOARD TERMS OF REFERENCE

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RESPONSIBLE COMMITTEE
CHANGE PANEL

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CHANGE OVERVIEW

This Change Proposal seeks to make the necessary updates required to the Performance Assurance Board Terms of Reference regarding extraordinary meetings and quoracy arrangements in preparation for CSS Go-Live Date and REC V3.0.

KEY MILESTONES

	FROM	TO
SOLUTION WALKTHROUGH	10/05/2022	17/05/2022
CHANGE PROPOSAL PLAN APPROVAL	17/05/2022	17/05/2022
DEADLINE FOR ALTERNATIVE CHANGE PROPOSAL SUBMISSION	20/05/2022	20/05/2022
PRELIMINARY CHANGE REPORT ISSUED	20/05/2022	20/05/2022
CONSULTATION PERIOD	20/05/2022	07/06/2022
FINAL CHANGE REPORT ISSUED	24/06/2022	24/06/2022
RESPONSIBLE COMMITTEE DECISION	05/07/2022	05/07/2022
APPEAL WINDOW CLOSURE	05/07/2022	19/07/2022

1 SCOPE

1.1 IN SCOPE

This document details the plan for assessment and consultation for this Change Proposal.

1.2 OUT OF SCOPE

This Change Proposal is not seeking to amend the purpose or functions of the REC Performance Assurance Board (REC PAB) or any changes to the Performance Assurance Schedule or Switching Change Advisory Board (CAB) Terms of Reference.

2 PROJECT STRUCTURE AND ORGANISATION

2.1 POINTS OF CONTACT

LEAD ANALYST	Jonathan Holland	EMAIL	02038 909431
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2.2 REQUIRED ACTIVITIES

2.2.1 ANALYSIS AND SOLUTION DEVELOPMENT

The proposed changes to the REC PAB ToR have been developed by the Code Manager prior to publishing the Change Proposal Plan. No specific analysis or solution development activity is required as there is already a defined solution, which was endorsed by the REC PAB on 29 March 2022. Following approval of the Change Proposal Plan the Code Manager will formalise the proposed drafting prior to producing the Preliminary Change Report.

2.2.2 IMPACT ASSESSMENT

There is no impact assessment activity required for this Change Proposal. The assumption made by the Code Manager is that REC Parties are not impacted, and REC Service Providers have an interest in this change being progressed and in the main are not directly impacted. The five interested REC Service Providers have been engaged by the Code Manager, to ensure they are fully informed about the proposed changes. A period of consultation for the REC Service Providers has been included in the Change Proposal Plan to validate the assumption there are no impacts to the Service Providers.

2.3 STAKEHOLDER ENGAGEMENT PLAN

2.3.1 CONSULTATION PLAN

We are proposing a shortened 10 Working Day consultation period starting 20 May 2022. Due to the urgency of this Change Proposal and considering the interested REC Service Providers have already been engaged, we believe this is proportionate.

As the solution is fully formed and there are limited impacts from these changes. We propose to move straight to consultation once the Preliminary Change Report has been issued, without taking the Preliminary Change Report to Change Panel for approval to issue for Consultation.

2.4 RAID

2.4.1 RISKS AND ISSUES

There are no risk or issues as part of this Change Proposal.

2.4.2 ASSUMPTIONS AND DEPENDENCIES

No.	ASSUMPTION	NOTES	HOW/WHEN TO VALIDATE
A1	REC Service Providers are not directly impacted by the Proposed changes, which brings the REC PAB ToR up to date and in line with REC V3.0 arrangements and support the Switching Change Advisory Board (CAB).	The Code Manager has engaged with the REC Service Providers prior to the Change Proposal being raised.	This will be validated as part of the consultation process.

2.5 DEADLINE FOR ALTERNATIVE CHANGE PROPOSALS

SUBMISSION DEADLINE	20/05/2022