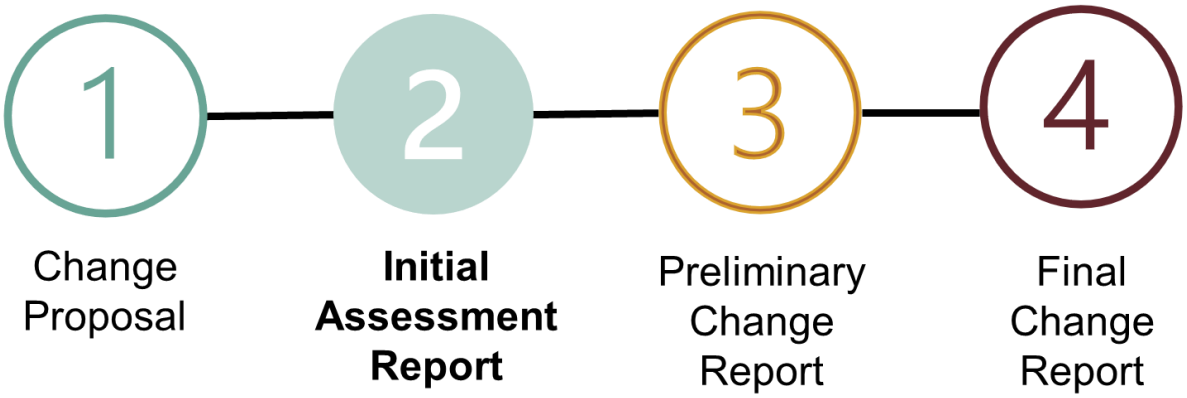
RETAIL ENERGY CODE

This document is classified as **WHITE**.
Information is for public, unrestricted dissemination and publication.

INITIAL ASSESSMENT REPORT



PURPOSE:	This is a written report from the Code Manager setting out their initial assessment of the Change Proposal and planned next steps for progressing the proposal.
NOTES:	The Initial Assessment Report is accompanied by a Change Proposal Plan, which describes the Code Manager's plan for progressing this Change Proposal. The solution will not be finalised until the publication of the Preliminary Change Report.
NEXT STEPS:	The Change Proposal Plan will set out the next steps for progressing this Change Proposal. The Code Manager will either propose additional activities to develop and/or assess the solution, or immediately prepare and publish the Preliminary Change Report.

RETAIL ENERGY CODE

01	Initial Assessment Report
02	Preliminary Change Report
03	Final Change Report

INITIAL ASSESSMENT REPORT

R0052 – GES SERVICE DEFINITION DOCUMENT

DOCUMENT VERSION	1.1
DATE ISSUED	26/08/2022
DOCUMENT APPROVAL STATUS	APPROVED BY REC CHANGE PANEL
RESPONSIBLE COMMITTEE	TECHNICAL EXPERT PANEL

CHANGE OVERVIEW

The frequency of certain reports detailed in the Gas Enquiry Service Definition document are not consistent with what was originally agreed amongst industry stakeholders during the development of REC v3.0. This change seeks to align the Service Definition reporting timetable with that originally intended.

	High Impact: N/A
	Medium Impact: N/A
	Low Impact: GES Provider, Metering Equipment Managers (MEM), Meter Asset Providers (MAP)

RETAIL ENERGY CODE

CONTENTS

1.	SUMMARY	4
2.	PROBLEM STATEMENT	4
3.	USER STORIES	4
4.	IMPACTS	5
5.	CHANGE PATH AND RESPONSIBLE COMMITTEE	6
6.	PRIORITY STATUS AND URGENCY	6
7.	SUMMARY OF CHANGE PROPOSAL PLAN	8
8.	GLOSSARY	9

LEAD ANALYST
George Barnes
EMAIL

TECHNICAL LEAD
Ryan Dale
EMAIL

ASSURANCE LEAD
Cristina Bermudez Alvarez
EMAIL

RETAIL ENERGY CODE

1 SUMMARY

The Gas Enquiry Service Definition is a Category 2 document that sets out requirements for the GES Service Provider's activities. This document details the reporting requirements, which includes:

- the report name;
- the timescales for provision;
- the recipients of the reports; and
- a description of the report itself.

The GES Service Provider has indicated that three of these reports are incorrectly catalogued, and that their description and frequency are incorrect.

In respect of 'The Supplier Registration Report (MEM)' and 'Portfolio Data (MEM)' reports, the GES Service Provider frequencies need to be changed from Annually to 'Where required', and for this to be reflected in the description of the report. The 'Portfolio Data (MAP)' report requires the frequency to be changed from 'On request' to Monthly (12 reports).

This Change Proposal seeks to amend the Gas Enquiry Service Definition to reflect the original requirements for these reports.

2 PROBLEM STATEMENT

The Frequency of reports set out in the Gas Enquiry Service Definition document does not currently reflect the expected frequency for the 'Supplier Registration report (MEM)', 'Portfolio Data (MEM)' and 'Portfolio Data (MAP)' reports.

The Gas Enquiry Service Definition needs to be amended to ensure that Meter Equipment Managers (MEMs) and Meter Asset Providers (MAPs) receive reports in the correct timeframe.

3 USER STORIES

REF.	USER STORIES
MARKET PARTICIPANT USER STORIES	
M1	As a Meter Asset Provider (MAP), I want it to be clear how and when I will receive reports relating to my portfolio, to ensure that I have the data required to operate efficiently.
M2	As a Meter Equipment Manager (MEM), I want it to be clear how and when I will receive reports relating to my portfolio, to ensure that I have the data required to operate efficiently.
M3	As the GES Service Provider, I want to have clearly and correctly defined requirements and responsibilities, to enable me to efficiently carry out my function as a REC Service Provider.

4 IMPACTS

REC PARTIES AND SERVICE USERS
Metering Equipment Managers (MEM)
Meter Asset Providers (MAP)

REC SERVICE PROVIDERS
GES Provider

REC DOCUMENTS / PRODUCTS
Gas Enquiry Service (GES) Definition
REC Charging Statement

Gas Enquiry Service (GES) Definition

This Change Proposal seeks to make amendments to Paragraph 10.1 of the GES Service Definition document, the red-lined legal text can be seen below.

Report Name	Timescale	Description
Supplier Registration Report (MEM)	~~Annually~~When required	A report provided ~~annually~~ to each MEM, specifying the Registered Supplier for all Supply Meter Points where the MEM is recorded within the Central Gas Register. Further reports available on request, subject to a separate charge.
Portfolio Data (MEM)	~~Annually~~When required	A report provided ~~annually~~ to each MEM, detailing Supply Meter Point and Metering Asset details for all Supply Meter Points where the MEM is recorded within the Central Gas Register. Further reports available on request, subject to a separate charge.
Portfolio Data (MAP)	Monthly (12 reports)~~On request~~	A report provided to the relevant MAP, specifying the Registered Supplier and Metering Asset details for all Supply Meter Points where the MAP is recorded within the Central Gas Register. ~~A report provided on request to the relevant MEM detailing Supply Meter Point and Meter Asset details for all Supply Meter Points where the MAP is recorded within the Central Gas Register.~~

These changes update the frequency of three reports to 'where required' for both 'Supplier Registration Report (MEM)' and 'Portfolio Data (MEM)', and the 'Portfolio Data (MAP)' will be changed to 'Monthly (12 reports)'.

There are also changes to the description of the reports to reflect the changes in frequency.

REC Charging Statement

The Category 3 document REC Charging Statement outlines the indicative costs and timeframes for GRDS reports.

The Code Manager will assess any impacts to the REC Charging Statement as a result of this change to ensure they are aligned and the costs it holds remain transparent. Any changes to this document will be progressed through a separate Category 3 change. A clear view of any impacts to this Category 3 document will be presented within the Preliminary Change Report.

MEMs/MAPs

MEMs and MAPs are impacted as they are the recipients of the reports from the GES Provider. The frequency with which they can access these reports may impact their internal processes.

5 CHANGE PATH AND RESPONSIBLE COMMITTEE

CHANGE PATH	SELF-GOVERNANCE
RESPONSIBLE COMMITTEE	TECHNICAL EXPERT PANEL

As this change will impact the Gas Enquiry Service Definition, which is under the responsibility of the Technical Expert Panel, they will be the Responsible Committee for this change proposal.

We have classified this change as a Self-Governance Change as we do not believe that this change will have material or discriminatory impacts on any REC Parties, competition, or Consumers.

6 PRIORITY STATUS AND URGENCY

PRIORITY STATUS	MEDIUM
URGENCY	STANDARD

RETAIL ENERGY CODE

RETAIL ENERGY CODE

PRIORITISATION MATRIX

Significance	Score	Weighting
Legal/Regulatory Compliance	1	30
Strategic Direction	0	20
Cost Benefits / Value	0	10
Consumer Impacts	0	30
Operational Efficiency	2	10

Weighted Significance Score	1
Urgency	1
Overall Priority Score	**11**
Effort	0 - Minimal

Urgency

3	N/A	13	23	33
2	02	12	22	32
1	01	11	21	31
0	00	10	20	N/A

Significance

Priority Score	Priority Status
23 - 33	Critical
13 - 22	High
11 - 21	Medium
00 - 10	Low

PRIORITY STATUS
Medium

This change is considered 'Medium' priority based on a significance score of 1 and an urgency score of 1.

Legal/Regulatory Compliance – A score of 1, as the frequency of these reports will impact the Code Managers ability to assure these reports issued by the GES Provider.

Operational Efficiency – A score of 2 as this change seeks to ensure that the REC reflects needs of the impacted parties. Ensuring that parties understand how and when they can access Gas Enquiry Service (GES) reports will positively impact their operational efficiency. Likewise, it will ensure that the GES Provider understands what is expected of them.

Urgency – A score of 1 as this change has no dependent dates.

7 SUMMARY OF CHANGE PROPOSAL PLAN

The Code Manager considers this change to be straightforward and it already has a fully formed solution. We will validate the proposed solution with a Party Impact Assessment. There will also be a non-Party Impact Assessment to consider the views of MAPs.

Following impact assessment, we will publish the Preliminary Change Report and proceed straight to consultation.

	FROM	TO
PARTY IMPACT ASSESSMENT ISSUED	09/09/2022	23/09/2022
DEADLINE FOR ALTERNATIVE CHANGE PROPOSAL SUBMISSION	21/10/2022	21/10/2022
PRELIMINARY CHANGE REPORT ISSUED	21/10/2022	21/10/2022
CONSULTATION ISSUED	21/10/2022	04/11/2022
FINAL CHANGE REPORT ISSUED	18/11/2022	18/11/2022
RESPONSIBLE COMMITTEE DECISION	30/11/2022	30/11/2022
APPEAL WINDOW CLOSURE	30/11/2022	14/12/2022

8 GLOSSARY

TERM	DEFINITION
Central Gas Register	means the register of Supply Meter Points maintained by the CDSP.
Gas Enquiry Service (GES)	means: (a) until CSS Go-Live Date, the enquiry service provided pursuant to the UNC which allows authorised users to access Gas Retail Data; and (b) from CSS Go-Live Date, the service of that name procured by RECCo pursuant to the Data Access Schedule
Gas Enquiry Service (GES Provider)	means the provider of the Gas Enquiry Service.
Meter Asset Provider (MAP)	means the person that makes the Metering Assets for an RMP available for use by the Registered Supplier and the Consumer.
Metering Equipment Manager (MEM)	means, as applicable, either: (a) for electricity, the 'Meter Operator Agent' (as defined in the BSC) Appointed by an Electricity Supplier; or (b) for gas, the 'Meter Asset Manager' (as defined in the UNC) Appointed by the Gas Supplier.
Registered Supplier	means, in respect of an RMP and at any time, the Energy Supplier recorded against that RMP in the Central Switching Service at that time with an Active or Secured Inactive Registration Status (or, in respect of a period of time, the Energy Supplier that had, has or will have an Active or Secured Inactive Registration Status in respect of that RMP during that period).
Supply Meter Point	means the point at which a gas service enters a Location, as further described in the UNC.