RETAIL ENERGY CODE

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

INITIAL ASSESSMENT REPORT

R0167 – CHANGE PROCESS IMPROVEMENTS FOLLOWING CODE MANAGER REVIEW

DOCUMENT VERSION	V1.0
DATE ISSUED	14/05/2024
DOCUMENT APPROVAL STATUS	APPROVED

RESPONSIBLE COMMITTEE	CHANGE PANEL	CHANGE PATH	SELF GOVERNANCE
PRIORITY STATUS	HIGH	URGENCY	STANDARD

DEADLINE FOR ALTERNATIVE CHANGE PROPOSALS	17/05/2024

LEAD CHANGE ANALYST



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CHANGE OVERVIEW

This Change Proposal has been raised to make the required changes to Schedule 1 and Schedule 5, to enable process enhancements to be made to support Change Process Improvements project.

	High Impact: N/A
	Medium Impact: N/A
	Low Impact: REC Professional Service REC Technical Service REC Performance Assurance Service All REC Parties All REC Service Users

1 BACKGROUND

The Code Manger has been working with internal and external stakeholders to identify opportunities for improvement in the REC Change Process. This has highlighted a series of amendments to the current REC Change Process, that would enable a more efficient and streamlined process. As a result, amendments to Schedule 5 – Change Management and Schedule 1 – Interpretations and Definitions, have been identified that will support the provision of a suite of enhancements to the Change Process.

This includes introducing the ability to tailor the process dependant on an individual case, creating the ability to raise change issues that can be developed and progressed through expert groups, allowing Responsible Committees to be identified for solution development and efficiencies in the stages of managing change.

These improvements have been shared with industry via a number of means including a webinar held in October 2023, one to one meetings with stakeholders, presented at the REC Issues Group (RIG) and working groups to gather feedback and aid development.

This Change Proposal has been raised to enable process enhancements to be made to support these Change Improvements. However, there are still improvements to be identified to systems that support the Change Process and these will be covered in a separate Change Proposal, when appropriate.

The proposed legal text changes can be found here.

2 PROBLEM STATEMENT

Feedback gathered has highlighted issues with the current process including speed of the process, engagement and inefficiencies. Amendments to Schedule 1 and Schedule 5, have been identified that will support the provision of a suite of enhancements to the Change Process.

3 USER STORIES

REF.	USER STORIES
CONSUMER USER STORIES	
C1	As a Consumer, I want to REC issues and changes that impact Consumers to be developed with Parties and Market Participants input, with minimal delay or hassle, so that I can benefit from positive Consumer outcomes at the earliest opportunity.
MARKET PARTICIPANT USER STORIES	
M1	As a REC Party or Market Participant, I want to participate in the REC Change Process including the development and progression of industry issues, to shape and develop solutions.

4 IMPACTS

REC PARTIES AND SERVICE USERS
All REC Parties
All REC Service Users

REC DOCUMENTS / PRODUCTS
Schedule 1 - Interpretations
Schedule 5 – Change Management

RECCO / REC CODE MANAGER
REC Professional Service
REC Technical Service
REC Performance Assurance Service

MHHS DESIGN
No Impact

MHHS DATA SPECIFICATION
No Impact

MHHS CODE DRAFTING
Indirect impact: Schedule 1 – Interpretations & Definitions, but not the same definitions, is impacted by MHHS code drafting. Schedule 5 is not impacted by MHHS code drafting.

This proposal addresses the process for raising changes to the REC only. Although there is no expected system impacts on REC Parties and Market Participants, all REC Parties and Service Providers have been identified as requiring an awareness of this proposal and any subsequent Change process improvement proposals that are to come.

5 CROSS CODE IMPACTS

There is an indirect impact as the Cross Code Steering Group (CCSG) process will now include discussions on REC issues as well as Change Proposals. This process is already in place at CCSG for BSC Issues.

6 CHANGE PATH AND RESPONSIBLE COMMITTEE

CHANGE PATH	SELF - GOVERNANCE

RESPONSIBLE COMMITTEE	CHANGE PANEL

This Change Proposal seeks to amend Schedule 1 and Schedule 5, which fall under the responsibility of the REC Change Panel.

7 PRIORITY STATUS AND URGENCY

PRIORITISATION MATRIX

Category	Significance / Resource impacts / Urgency	Further selection / breakdown	Score (0-3)	Weighting	Weighted Score
Impacts	Consumer Impact	Indirect	1	27	27
	Retail Markets Impact	Innovation and Market Arrangements	0	17	0
	RECCo / REC Party / REC Service Provider Impact	Operational Effectiveness and Efficiencies	2	7	13
		Legal and Regulatory Compliance	0	14	0
Resource	Complexity / Effort / Duration		3	9	28
Strategic Alignment	Contribution to/ Alignment with the objectives of the REC		2	17	17
	Contribution to/ Alignment with RECCo's Forward Work Plan		1		8
Urgency *(The need to progress a change to meet a targeted date)*		Other Planned Activity	2	10	20
				Overall Priority Score (rounded)	113

Priority Status	MEDIUM
Change Proposal Type	STANDARD

This change has a prioritisation score 113 (medium) and an urgency score of 2.

Consumer Impact - a score of 1 to reflect the indirect improvements to Consumers through an improved Change Process.

Operational Efficiency – score of 2 to reflect the need to address issues with the current process including speed of the process, engagement and inefficiencies.

Resource – a score of 3 as this is a quick win for the Code Manager.

Strategic Alignment - score of 2 to reflect the need to facilitate the REC's mission statement to facilitate the efficient and effective running of the energy market, including its systems and processes.

This Change Proposal has been given an urgency score of 2 to reflect the need for it to be progressed immediately for it to achieve the timeline committed to industry.

8 SUMMARY OF CHANGE PROPOSAL PLAN

The Code Manager has worked with Legal representation and RECCo on the legal text drafted for this proposal. We do not consider that additional solution development or impact assessment is required for this change. The Preliminary Change Report will be issued for a 10 Working Day consultation on 17 May 2024.

	FROM	TO
PRELIMINARY CHANGE REPORT AND CONSULTATION ISSUED	17/05/2024	03/06/2024
FINAL CHANGE REPORT ISSUED	07/06/2024	07/06/2024
RESPONSIBLE COMMITTEE DECISION	18/06/2024	18/06/2024

9 GLOSSARY

TERM	DEFINITION
Retail Energy Code (REC)	means this Code, including its Schedules and the Technical Specification, maintained pursuant to the electricity supply licences granted under the Electricity Act 1989 and the gas supply licences granted under the Gas Act 1986, as such code is modified from time to time in accordance with its provisions.
Change Management Schedule	means REC Schedule 5.
Change Proposal	means a proposal to change this Code made in accordance with Clause 11 of the main body of this Code or the Change Management Schedule