RETAIL ENERGY CODE

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CHANGE PROPOSAL PLAN

R0028 - REVIEW OF CATEGORY 3 DOCUMENTS IN THE REC BASELINE STATEMENT

DOCUMENT VERSION	1.0
DATE ISSUED	21/01/2022
DOCUMENT APPROVAL STATUS	APPROVED BY REC CHANGE PANEL

LEAD ANALYST
Gemma Dixon
EMAIL

RESPONSIBLE COMMITTEE	CHANGE PANEL

CHANGE OVERVIEW

This proposal seeks to formally designate identified Category 3 documents as Category 2 documents in the REC Baseline Statement, so these are subject to formal change control set out in the REC Change Management Schedule.

KEY MILESTONES

	FROM	TO
PRELIMINARY CHANGE REPORT ISSUED	04/02/2022	04/02/2022
CONSULTATION ISSUED	21/02/2022	14/03/2022
FINAL CHANGE REPORT ISSUED	25/03/2022	25/03/2022
RESPONSIBLE COMMITTEE DECISION	05/04/2022	05/04/2022
PUBLISH CHANGE DECISION	06/04/2022	06/04/2022
APPEAL WINDOW CLOSURE	07/04/2022	25/04/2022

SCOPE

IN SCOPE

This document details the plan for assessment and consultation of the proposal to formally designate the identified Category 3 documents as Category 2 documents in the REC Baseline Statement.

OUT OF SCOPE

This plan does not consider changes to the REC Change Process or the Category 3 Change Process.

PROJECT STRUCTURE AND ORGANISATION

POINTS OF CONTACT

LEAD ANALYST	Gemma Dixon	Gemma.Dixon@recmanager.co.uk	020 3890 9062

REQUIRED ACTIVITIES

ANALYSIS

There is no additional analysis required. The change is fully formed.

SOLUTION DEVELOPMENT

There is no solution development required. The change is fully formed.

IMPACT ASSESSMENT

There is no additional impact assessment activity required. The change is fully formed.

PRELIMINARY ASSESSMENT

The Preliminary Change Report will be published on 04 February 2022 and will propose a 15 Working Day Consultation period. This will focus on validating that there are no unknown adverse impacts from the categorisation of identified Category 3 documents as Category 2 documents and to seek views from stakeholders on the removal of User Guides from the Baseline Statement. A consultation period of 15 Working Days has been included to accommodate this.

FINAL ASSESSMENT

Time has been included in the plan for a review of any consultation responses received for these to be addressed prior to publishing the Final Change Report for decision.

STAKEHOLDER ENGAGEMENT PLAN

CONSULTATION PLAN

This change does not require any further solution development or impact assessment as the solution is fully formed.

We feel a consultation period of 15 Working Days is appropriate to clarify that there are no unknown adverse impacts from the categorisation of identified Category 3 documents as Category 2 documents and to seek views from stakeholders on the removal of User Guides from the Baseline Statement. A consultation period of 15 Working Days has been included to accommodate this.

WIDER STAKEHOLDER ENGAGEMENT

There are no additional stakeholder engagement activities planned for this Change Proposal.

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RISKS AND ISSUES

No risks or issues have been identified that would affect the progression of the Change Proposal.

ASSUMPTIONS AND DEPENDENCIES

No assumptions or dependencies have been identified that would affect the progression of the Change Proposal.

DEADLINE FOR ALTERNATIVE CHANGE PROPOSALS

SUBMISSION DEADLINE	04/02/2022