RETAIL ENERGY CODE

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01	Proposal Plan
02	Impact Assessment
03	Consultation
04	Final Recommendation

CHANGE REPORT

I0252 – INCREASING FREQUENCY OF ANNUAL PORTFOLIO RECONCILIATION EXERCISE TO SUPPORT DATA CLEANSE

DOCUMENT VERSION	3.0
PROPOSED IMPLEMENTATION DATE	TBD
IMPLEMENTATION APPROACH	TBD

RESPONSIBLE COMMITTEE	Metering Expert Panel	CHANGE PATH	Self-Governance
PRIORITY STATUS	Low	URGENCY	Standard
IMPACTED STAKEHOLDERS	Meter Asset Managers, CDSP, REC Performance Assurance		

LEAD ANALYST (SOLUTION LEAD)	ASSURANCE LEAD	SUBJECT MATTER EXPERT
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OVERVIEW

This Issue seeks to explore making changes to both the frequency and turnaround time of the annual portfolio reconciliation exercise conducted by the Central Data Service Provider (CDSP).

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BACKGROUND

1 SUMMARY

Every year in April, Metering Asset Managers (MAMs) are required by REC Schedule 14 – Metering Operations to submit selected Data Items for each Metering Asset in their portfolio to the Central Data Service Provider (CDSP) for the purposes of a reconciliation. The CDSP compares the Data Items submitted by the MAM to their own copies of these Data Items for any given Metering Asset, and in this way, discrepancies are identified. These discrepancies are then reported to the REC Performance Assurance team, who work with MAMs to resolve them.

The Proposer has identified two issues with this process. Firstly, the reconciliation exercise is not frequent enough, taking place only once a year. They have asked the Code Manager to explore the possibility of increasing the frequency to twice yearly. Secondly, the turnaround time of the reconciliation data by the CDSP currently takes several months – MAMs historically have received the reconciled data set between August and October. The Proposer has asked the Code Manager to explore reducing this turnaround time.

2 PROBLEM STATEMENT

The annual portfolio reconciliation exercise conducted by the CDSP on MAM-held Data Items is neither frequent enough nor is it expeditious enough, according to the Proposer. MAMs are being asked to reconcile Data Items several months after they were initially provided, which may impact the efficacy of the exercise if these Data Items have changes since they were initially submitted.

3 IMPACTS

CONSUMERS
N/A

REC SERVICE PROVIDERS
CDSP

RECCO / REC CODE MANAGER
REC Performance Assurance

REC PARTIES AND SERVICE USERS
Meter Asset Managers (MAMs)

REC DOCUMENTS / PRODUCTS
Schedule 14 – Metering Operations

MHHS
N/A

No Consumer impact has been identified.

MAMs will be impacted by this Issue as they will be expected to submit data to the CDSP on a more frequent basis, and the overarching requirements relating to their data submission practices may be subject to change.

The CDSP will be impacted as they will be expected to perform the reconciliation exercise on a more frequent basis.

REC Performance Assurance functions will be impacted as they will be conducting the post-reconciliation work with MAMs to resolve discrepancies in submitted Data Items on a more frequent basis.

4 CROSS-CODE IMPACTS

No Cross-Code impacts have been identified.

5 PROPOSAL PLAN

Milestone	Activity	From	To
Definition		**13 May 25**	**07 Apr 26**
	Solution Analysis	May	December
	Solution Development	December	January
	Legal Drafting	January	February
	Impact Assessment	February	March
Change Proposal		**08 Apr 26**	**12 May 26**
	Business Case Assessment	April	April
	Consultation	April	May
	Solution Refinement	May	May
	Final Determination	May	May
Voting		**13 May 26**	**13 May 26**
	Appeal Window	May	May

6 STAKEHOLDER ENGAGEMENT

The Code Manager will engage with affected industry stakeholders as required. The Code Manager will raise this Issue at the REC Change Issues Group in November in order to discuss the proposed solution with affected industry stakeholders.

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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	0	27	0
	Retail Markets Impact	Innovation and Market Arrangements	0	17	0
	RECCo / REC Party / REC Service Provider Impact	Operational Effectiveness and Efficiencies	1	7	7
		Legal and Regulatory Compliance	1	14	14
Resource	Complexity / Effort / Duration		2	9	18
Strategic Alignment	Contribution to/ Alignment with the objectives of the REC		1	17	8
	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	1	10	10
				Overall Priority Score (rounded)	66

Priority Status	LOW
Change Proposal Type	STANDARD

This Issue has been given a priority status of Low, based on a score of 66. This score has been calculated as follows:

- Complexity/Effort/Duration has been given a score of two, indicating moderate complexity. This is reflective of the challenges associated with co-ordinating changes to MAM data submission practices across the industry.

All other metrics have been given a score of zero or one, as appropriate.

8 APPENDIX

CHANGE PROPOSAL	Link

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9 GLOSSARY

TERM	DEFINITION
Central Data Service Provider	means the 'Central Data Service Provider' appointed by Gas Transporters pursuant to standard special condition A15 (Central Data Service Provider) of the Gas Transporter Licences.
Data Item	means the most granular level of data defining a specific attribute in respect of a data type, the permissible values for which are defined and controlled in the Data Item Catalogue.
Meter Asset Manager	means a Party which has Qualified in that role under the Qualification and Maintenance Schedule. Where used in respect of a particular Supply Meter Point, it means the MAM Appointed by a Gas Supplier in accordance with the Metering Operations Schedule. The MAM is accountable for the installation, replacement, repair and maintenance of gas Metering Equipment (either itself or by an AMI), and the MAM must also therefore be Accredited under the Metering Accreditation Schedule.
Performance Assurance	means the activities undertaken by the Code Manager and the REC PAB in accordance with the Performance Assurance Schedule.