RETAIL ENERGY CODE

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CHANGE PROPOSAL PLAN

R0027 – MINIMUM IDENTIFICATION REQUIREMENTS IN THE METER OPERATION CODE OF PRACTICE

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RESPONSIBLE COMMITTEE	METERING EXPERT PANEL

CHANGE OVERVIEW

This Change Proposal proposes to implement minimum requirements for identity cards within the Meter Operation Code of Practice (MOCoP) to provide greater clarity for Metering Scheme Auditors and Consumers when verifying the Competent Persons identity.

KEY MILESTONES

	FROM	TO
SOLUTION ANALYSIS AND DEVLOPMENT	16/02/2022	21/04/2022
IMPACT ASSESSMENT PERIOD	22/04/2022	16/05/2022
DEADLINE FOR ALTERNATIVE CHANGE PROPOSAL SUBMISSION	01/07/2022	01/07/2022
PRELIMINARY CHANGE REPORT ISSUED	01/07/2022	01/07/2022
METERING EXPERT PANEL REVIEW	13/07/2022	13/07/2022

1 SCOPE

1.1 IN SCOPE

This document details the plan for analysis, solution development and assessment for this Change Proposal.

1.2 OUT OF SCOPE

This plan does not define how the Metering Scheme Audits will be completed following the implementation of this Change Proposal.

2 PROJECT STRUCTURE AND ORGANISATION

2.1 POINTS OF CONTACT

LEAD ANALYST	Courtney Campbellwood	EMAIL	020 4566 8318

2.2 REQUIRED ACTIVITIES

2.2.1 ANALYSIS AND SOLUTION DEVELOPMENT

We will review outputs from audits and meetings under the Meter Operators Code of Practice Agreement (MOCoPA) to assess the materiality of the issue and inform the assessment of the impacts of the Change Proposal. Identification requirements for other Codes of Practise and Consumer facing industries will be explored to ensure potential risks are sufficiently addressed by a preferred solution. We will review existing identification requirements under the Retail Energy Code (REC) such as in the Smart Meter Installation Schedule and the Gas Meter Code of Practice to ensure consistency across the REC. Prior to a solution being impact assessed, we will engage with the Metering Expert Panel (MEP) to validate any assumptions and identify potential risks.

2.2.2 IMPACT ASSESSMENT

Parties will be invited to consider the solution during a Party impact assessment (open for a period of 15 Working Days).

It is expected that the solution will impact Metering Scheme Auditors so they will be invited to respond to an Impact Assessment to consider any changes required to this service.

2.2.3 PRELIMINARY ASSESSMENT

A Preliminary Assessment will be carried out following the Initial Assessment and will review Impact Assessment responses, including the Cost Benefit Analysis to help develop the Code Manager's recommendation. The Preliminary Change Report will consider and include the plan for consultation once the solution has been fully developed and assessed.

2.3 STAKEHOLDER ENGAGEMENT PLAN

2.3.1 IMPACT ASSESSMENT PLAN

For this Change Proposal REC Party Impact Assessments are required to allow any proposed solution to be appropriately assessed.

In the Party Impact Assessment, we wish to capture the views of Metering Equipment Managers of the time required to arrange new identity cards, the associated costs for doing so and any potential tangible and intangible benefits they would expect to see from this change.

A Service Provider Impact Assessment will be conducted with the Metering Scheme Auditor to establish any additional costs or operational capacity requirements as a result of the solution. We do not anticipate that the responses to the Auditor impact assessment will significantly alter a preferred solution so will initiate it concurrently to the Party impact assessment.

2.3.2 ENGAGEMENT WITH REC COMMITTEES / SUB-COMMITTEES

Through the analysis and solution development phase we propose engagement with the MEP for validation of certain output and assumptions. This may include seeking informal views on the proposed solution or solution options.

2.4 RAID

2.4.1 RISKS AND ISSUES

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

2.4.2 ASSUMPTIONS AND DEPENDENCIES

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

2.5 DEADLINE FOR ALTERNATIVE CHANGE PROPOSALS

SUBMISSION DEADLINE	01/07/2022