RETAIL ENERGY CODE

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

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

FINAL CHANGE REPORT

R0052 – GES SERVICE DEFINITION DOCUMENT

CHANGE REPORT	FINAL
DOCUMENT VERSION	1.0
ISSUED DATE	11/11/2022
DOCUMENT APPROVAL STATUS	APPROVED

RESPONSIBLE COMMITTEE	TECHNICAL EXPERT PANEL	CHANGE PATH	SELF GOVERNANCE
PRIORITY STATUS	MEDIUM	URGENCY	STANDARD

DEADLINE FOR ALTERNATIVE CHANGE PROPOSALS	21/10/2022

LEAD CHANGE ANALYST



George Barnes

Click to send an email

02045668350

CHANGE OVERVIEW

The frequency of certain reports detailed in the Gas Enquiry Service (GES) Definition document are not consistent with the frequencies set out during the development of REC v3.0 and consulted on with industry stakeholders. This change seeks to align the reporting defined within the Service Definition with the originally intended timetable.

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

TECHNICAL LEAD

Ryan Dale

Click to send an email

ASSURANCE LEAD

Georgina Scott Picton

Click to send an email

RESPONSIBLE COMMITTEE DECISION

On 30 November 2022 the REC Technical Expert Panel voted to **APPROVE** R0052 for implementation on **24 February 2023**.

RETAIL ENERGY CODE

CONTENTS

BACKGROUND		
1.	Summary	**3**
2.	Problem Statement	**3**
3.	User Stories	**3**
PROPOSAL		
4.	Summary of Analysis Undertaken	**4**
5.	Proposed Solution	**4**
6.	Draft Legal Text	**5**
7.	Summary of Impact Assessment Activity	**5**
8.	Delivery Against Change Proposal Plan	**5**
9.	Key Risks, Assumptions, Issues and Dependencies	**5**
10.	Proposed Implementation Date and Approach	**6**
11.	Summary of Consultation Responses	**6**
12.	Business Case Assessment	**6**
13.	Case for Change	**7**
14.	Code Manager's Recommendation	**7**
15.	Responsible Committee Decision	**7**
16.	Appendix	**7**
17.	Glossary	**8**

BACKGROUND

1 SUMMARY

The Gas Enquiry Service Definition is a Category 2 document that sets out requirements for the GES 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 Code Manager raised this Change Proposal in response to feedback from the GES Provider that the frequency for the provision (or the frequency GES Users can choose to receive them) for three of these reports is incorrect. The reports highlighted by the GES Service Provider are set out in the table below.

Report	Current timescale	Correct timescale
Supplier Registration Report (MEM)	Annually	Monthly, Annually or Ad-Hoc
Portfolio Data (MEM)	Annually	Monthly, Annually or Ad-Hoc
Portfolio Data (MAP)	On Request	Monthly

2 PROBLEM STATEMENT

The frequency of some of the reports set out within the GES Definition document do not accurately reflect what was set out and consulted on during the development of REC v3.0, or the frequencies available to GES Users currently.

The GES Definition document needs to be amended to ensure that all GES Users are aware of the frequencies of reports available to them, and the GES Provider is clear on the requirements placed upon it for the provision of reports.

3 USER STORIES

REF.	USER STORIES
MARKET PARTICIPANT USER STORIES	
M1	As a GES User 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 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 SUMMARY OF ANALYSIS UNDERTAKEN

When raised, this Change Proposal sought to only correct the timescale and description of three reports within the GES Definition. However, the Code Manager thought it was prudent to ensure that all reports listed within the GES Definition were correct. Therefore, the Code Manager worked with the GES Provider to understand the current frequency and/or availability of all reports listed within the GES Definition.

This activity identified additional amendments that are also required (see the following table). During this analysis, the Code Manager sought to verify that the frequency and availability of the reports varied to what was set out during the development of REC v3.0. This has since been confirmed with both the GES Provider and RECCo.

During this activity, the potential consequential impacts to the REC Charging Statement were explored (this is a Category 3 Document that sets out the costs associated with various REC Services). Potential impacts were identified, however these will be fully explored and developed as a separate Category 3 change, ensuring that the timescales are aligned across REC documentation.

Additional Report	Current timescale	Correct timescale
User Detail Report	Where required	Monthly, Annually or Ad-Hoc
SoLR Portfolio Report	Where required	Ad-Hoc
Supplier Registration Report (MAP)	On request	Monthly, Annually or Ad-Hoc
Supplier Registration Report (PPMIP)	On request	Ad-Hoc
Housing Association Report	Where required	Ad-Hoc
Alt HAN Co Report	Where required	Quarterly

5 PROPOSED SOLUTION

The solution for this Change Proposal is a legal text change only, meaning no technical changes are required to resolve the problem statement. Changes are being made to the tables within section 10.1 of the GES Service Definition, specifically the amendments to the timescale(s) column.

Where a timescale is directly referenced within the description of an impacted report, the description will also be updated to reflect the amendment to the timescale. There is also an

additional housekeeping amendment to the 'Portfolio Data (MAP)' report which referenced a MEM rather than MAP in the description.

The changes will also align all 'on request' or 'where required' frequencies to 'Ad-Hoc', as this more accurately reflects the availability of the reports. Ad-Hoc means that the GES User will be able to request the report as a one-off when they require it.

This legal text has been drafted with feedback from the GES Provider, and a link to the legal text can be found within section 6 of this document.

6 DRAFT LEGAL TEXT

The legal text for this Change Proposal can be found here.

7 SUMMARY OF IMPACT ASSESSMENT ACTIVITY

7.1 REC PARTY IMPACT ASSESSMENTS

An impact assessment was issued to REC Parties on 09 September 2022; however, no responses were received.

As this Change Proposal is seeking to ensure the GES Definition document accurately reflects the current reporting, and the expected reporting consulted on as part of REC V3.0, it is assumed there is no impact to REC Parties.

8 DELIVERY AGAINST CHANGE PROPOSAL PLAN

All activity for this Change Proposal has been completed in line with the Change Proposal Plan.

The Change Proposal Plan can be found here.

KEY RISKS, ASSUMPTIONS, ISSUES AND DEPENDENCIES

8.1 ASSUMPTIONS AND DEPENDENCIES

NO.	ASSUMPTION	NOTES	HOW/WHEN TO VALIDATE
A1	The solution proposed by the Code Manager has little or no impact on REC Parties.	No Party impact assessment responses were received, the Code Manager assumes this is due to no or limited impact on Parties, however the consultation will give an additional opportunity for Parties to provide feedback.	Closed - Consultation received no responses from REC Parties.

9 PROPOSED IMPLEMENTATION DATE AND APPROACH

PROPOSED IMPLEMENTATION DATE	24/02/2023	PROPOSED IMPLEMENTATION APPROACH	BIG BANG

Service Providers have indicated there will be no lead time required to implement this Change Proposal. The Code Manager considers implementation in the next standard release, February 2023, to be appropriate as there is not a specific or targeted date for implementation.

10 SUMMARY OF CONSULTATION RESPONSES

A consultation was circulated on 14 October 2023 to obtain views on the Preliminary Change report. One response was received from Xoserve as the GES Provider.

Within their response they indicated that they agreed with the proposed implementation date, the implementation approach, draft legal text, and solution, they had no additional comments.

The response can be found here.

11 BUSINESS CASE ASSESSMENT

11.1 COST BENEFIT ANALYSIS

There are no costs associated with the implementation of this Change Proposal, this has been confirmed by the GES Provider. There will be no material impact on the way GES Users currently receive and pay for these reports.

There have been no tangible benefits identified for this Change Proposal.

INTANGIBLE BENEFITS	BENEFITS DESCRIPTION
Accuracy of the REC	This Change Proposal seeks to ensure the wording within the GES Service Definition is an accurate reflection of the service available to REC Service Users.

11.2 COST BENEFIT ANALYIS SUMMARY

There is no additional cost or impact identified from this change, and this reflects the original intended reporting timescales envisaged by the Switching Programme.

As there is no cost associated with this Change Proposal, and it will improve the accuracy and clarity of the REC. The Code Manager is satisfied that a positive business case exists for implementing this Change Proposal.

12 CASE FOR CHANGE

12.1 SELF-GOVERNANCE

The Code Manager considers that there is a case for change to implement this Change Proposal, on the basis that the proposed solution;

- the proposed solution is fully formed and resolves the problem statement, by resolving issues with the definition of impacted reports;
- there are no identified additional costs to the market in implementing the proposed solution; and
- this change ensures the REC is accurate in reflecting the requirements of its Service Providers.

13 CODE MANAGER'S RECOMMENDATION

Based on the evidence in sections 12 and 13 of this report, the Code Manager considers a positive business case can be made for implementing this solution

The Code Manager recommends that the Technical Expert Panel:

- **APPROVE** the proposed change solution;
- **APPROVE** the proposed implementation approach; and
- **APPROVE** the proposed implementation date of 24 February 2023.

14 RESPONSIBLE COMMITTEE DECISION

On 26 October 2022 the REC Technical Expert Panel voted to **APPROVE** R0052 for implementation on 24 February 2023.

15 APPENDIX

CHANGE PROPOSAL	Change Proposal
LEGAL DRAFTING	Link to EMAR
ANY OTHER DOCUMENTS / LINKS	Draft Legal Text Charging Statement Change

RETAIL ENERGY CODE

16 GLOSSARY

TERM	DEFINITION
Central Gas Register	means the register of Supply Meter Points maintained by the CDSP.
Enquiry Service User	means each and every Party and Non-Party REC Service User that is (and remains) Qualified to use one or both of the Enquiry Services.
Gas Enquiry Service	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 Provider (GES Provider)	means the provider of the Gas Enquiry Service.
Gas Enquiry Service User (GES User)	means a Party or Non-Party REC Service User which is entitled to use the GES under the Data Access Schedule.
Meter Asset	shall have the same meaning as Metering Equipment.
Metering 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.
Service Definition	means each document of that name forming part of the Technical Specification.
Supply Meter Points	means the point at which a gas service enters a Location, as further described in the UNC.