RETAIL ENERGY CODE

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CHANGE PROPOSAL PLAN

R0055 – SWITCHING OPERATOR OUTAGE NOTIFICATION LEAD TIME

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RESPONSIBLE COMMITTEE
TECHNICAL EXPERT PANEL

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CHANGE OVERVIEW

Within the Switching Operator Service Definition, the Central Switching Service (CSS) Provider is required to provide 10 Working Days' notice of planned system outages. However, within the CSS Provider's processes and the Switching Operational Change Management Procedures Category 3 document, an 8 Working Day lead time is set out.

The purpose of this change is to determine the appropriate notice period for planned outages and ensure there is consistency across all REC documents and processes.

KEY MILESTONES

	FROM	TO
SERVICE PROVIDER IMPACT ASSESSMENT	19/08/2022	19/09/2022
PARTY IMPACT ASSESSMENT	26/08/2022	13/09/2022
DEADLINE FOR ALTERNATIVE CHANGE PROPOSAL SUBMISSION	14/10/2022	14/10/2022
PRELIMINARY CHANGE REPORT ISSUED	14/10/2022	14/10/2022
CONSULTATION	14/10/2022	28/10/2022
FINAL CHANGE REPORT ISSUED	18/11/2022	18/11/2022
RESPONSIBLE COMMITTEE DECISION	30/11/2022	30/11/2022
APPEAL WINDOW CLOSURE	30/11/2022	14/12/2022

1 SCOPE

1.1 IN SCOPE

This document outlines the plan for the assessment and development of this Change Proposal.

1.2 OUT OF SCOPE

This plan does not consider any potential Category 3 changes which may be required as part of the solution, this would be progressed separately should it be determined that a Category 3 document must be changed.

2 PROJECT STRUCTURE AND ORGANISATION

2.1 POINTS OF CONTACT

LEAD ANALYST	George Barnes	EMAIL	02045668350
TECHNICAL LEAD	Beth Brown	EMAIL	n/a

2.2 REQUIRED ACTIVITIES

2.2.1 SOLUTION DEVELOPMENT

There is no formal solution development activity required for this Change Proposal, however stakeholder and Service Provider feedback is required to determine the appropriate lead time for planned outage notification. This will be obtained through REC Party and Service Provider Impact Assessments.

2.2.2 IMPACT ASSESSMENT

We will carry out Impact Assessments for both REC Parties and REC Service Providers. This will be to assess their preference for outage notification lead times, including any costs associated with any potential changes to the lead time.

The Service Provider Impact Assessments will be carried out with the Switching Data Service Providers (Electricity Retail Data Service (ERDS)) & Gas Retail Data Service (GRDS) providers) as well as the CSS Provider themselves.

The Party Impact Assessments will be targeted at all CSS Users.

2.2.3 PRELIMINARY ASSESSMENT

A Preliminary Assessment will be carried out following the Impact Assessments. This will present the solution, as developed by the Code Manager, using the Impact Assessment responses as well as the case for change and Code Manager's recommendation.

2.2.4 FINAL ASSESSMENT

Following the consultation period, time has been included in the plan for a review of any consultation responses received and for these to be addressed prior to publishing the Final Change Report.

2.3 STAKEHOLDER ENGAGEMENT PLAN

2.3.1 IMPACT ASSESSMENT PLAN

Impact Assessments will be issued to the Switching Data Service Providers, CSS Provider and CSS Users to seek feedback which will feed into the solution presented in the Preliminary Change Report.

A 20 Working Day Service Provider Impact Assessment has been included in the Plan.

REC Parties will be invited to provide their views during the 10 Working Day Impact Assessment period.

2.3.2 CONSULTATION PLAN

A 10 Working Day Consultation period has been included in the plan.

2.4 DEADLINE FOR ALTERNATIVE CHANGE PROPOSALS

SUBMISSION DEADLINE	14/10/2022