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CHANGE PROPOSAL PLAN

R0082 – FORMALISING THE SUBMISSION OF PPMIP UNALLOCATED TRANSACTION REPORT (UTR) FILES

DOCUMENT VERSION	V2.0
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DOCUMENT APPROVAL STATUS	APPROVED

RESPONSIBLE COMMITTEE	CHANGE PANEL	CHANGE PATH	SELF GOVERNANCE

DEADLINE FOR ALTERNATIVE CHANGE PROPOSALS	26/04/2024

LEAD CHANGE ANALYST



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CHANGE OVERVIEW

This change seeks to ensure that Unallocated Transaction Report (UTR) files are provided to the Code Manager in a consistent format across all Prepayment Meter Infrastructure Providers (PPMIPs), with this format being one which can be loaded by the EES Provider. A clear obligation to provide these files on a monthly basis will also be incorporated.

KEY MILESTONES

	FROM	TO
SOLUTION ANALYSIS AND DEVELOPMENT	17/10/2023	12/01/2024
SERVICE PROVIDER IMPACT ASSESSMENT	15/01/2024	11/03/2024
PARTY IMPACT ASSESSMENT	22/03/2024	17/04/2024
PRELIMINARY CHANGE REPORT AND CONSULTATION ISSUED	26/04/2024	26/04/2024
CONSULTATION	26/04/2024	13/05/2024
FINAL CHANGE REPORT ISSUED	24/05/2024	24/05/2024
RESPONSIBLE COMMITTEE DECISION	04/06/2024	04/06/2024
APPEAL WINDOW CLOSURE	18/06/2024	18/06/2024

1 SCOPE

1.1 IN SCOPE

This document details the plan for assessment of Change Proposal R0082 - Formalising the Submission of PPMIP Unallocated Transaction Report (UTR) Files. It includes a period of Solution Development, Service Provider Impact Assessment and Party Impact Assessment. However, depending on the outcomes of the solution development stage, Service Provider Impact Assessments may be removed from scope.

1.2 OUT OF SCOPE

Dependent on the outcomes of the solution development stage, Service Provider Impact Assessments may be removed from scope.

2 REQUIRED ACTIVITIES AND STAKEHOLDER ENGAGEMENT

2.1.1 CROSS CODE ENGAGEMENT

No requirement for cross-code engagement has been identified.

2.1.2 SOLUTION DEVELOPMENT

A period of solution development will be undertaken to understand which PPMIPs are using which file type and the usefulness of the additional data items from MAP C0339. This will be completed through engagement at the Prepayment Metering Forum (PPMF) on 16 November 2023 and a Request for Information following shortly after.

2.1.3 IMPACT ASSESSMENT

This plan includes a Service Provider Impact Assessment stage, however, the need for this will be confirmed through the Solution Development phase.

A standard period of Party Impact Assessment will then be completed to understand the implications of the new obligation on Parties and the impacts of any changes to the file type.

2.1.4 PRELIMINARY CHANGE REPORT DEVELOPMENT AND CONSULTAITON

The Preliminary Change Report will then be published alongside a 10-working day Consultation on 26 April 2024.

2.1.5 WIDER STAKEHOLDER ENGAGEMENT

This plan includes engagement with relevant stakeholders at the Prepayment Metering Forum (PPMF) on 16 November 2023.

2.1.6 FINAL CHANGE REPORT

The Final Change Report will then be published on 24 May 2024 in preparation for decision by the Change Panel on 04 June 2024.