



**Evaluation Process for
Co-Ordinated Schema Retail Market Changes**

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Retail Market Co-Ordination Design Service - Evaluation Process

Date	Version	Reason For Change
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18/01/13	Draft 0.1	Circulated to ESNB and NIE for review
30/01/13	Draft 0.2	Updated to reflect comments from NIE and ESNB
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15/05/13	Draft 1.1	Updated to reflect comments from ReMCoSG of 27/02/13 and Supplier Feedback
13/06/13	Draft 1.2	Updated further to discussions with ESNB and NIE
19/06/13	Draft 2.0	Circulated to ReMCoSG for review
21/08/13	Draft 3.0	Updated further to feedback from CER and reissued to ReMCoSG
28/08/13	Draft 3.1	Updates to Sections 4.5 & 4.5 further to feedback from CER
25/11/2013	Final V4.0	Approved by ReMCoSG

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1 Definition of Terms

Term	Definition
Retail Markets Co-Ordination Design Service (ReMCoDS)	Is the body that will be responsible for the administration of the Change Control Process for the baselined co-ordinated retail electricity market design
Retail Markets Co-Ordination Steering Group (ReMCoSG)	<p>The Retail Markets Co-ordination Steering Group (ReMCoSG) is formally established under the direction of UR and CER and provides a forum for the overall governance and strategic guidance of the Co-ordinated retail markets in RoI and NI. The ReMCoSG is made up of:</p> <ul style="list-style-type: none"> • The CER and UR (the RAs) • ESB and NIE (The Network Operators, the NOs) • ReMCoDS (the ReMCoDS,– Secretariat) • Suppliers
Northern Ireland Authority for Utility Regulation (NIAUR)	The Northern Ireland Authority for Utility Regulation is responsible for regulating the electricity and gas industries and water and sewerage services in Northern Ireland, to promote short and long term interests of consumers
Commission for Energy Regulation (CER)	The Commission for Energy Regulation is the independent body responsible for overseeing the liberalisation of the electricity and natural gas sectors in Republic of Ireland

Evaluation Process for Retail Markets Co-Ordinated Schema Changes

2 Introduction

At the Retail Markets Co-Ordination Steering Group Meeting (ReMCoSG) of 19/12/12 the Regulators agreed that it was necessary to have a documented process to agree the Release Package for Schema releases. This process is to ensure that there is transparency over the agreed package and an equal and fair balance achieved for Market Participants in Rol and NI.

The following section is taken from the **Harmonised Retail Market Development Plan 2012 – 2015** and is relevant for documenting a Process for Retail Markets Co-Ordinated Schema Changes:

Prioritisation and Planning

Existing Harmonisation Retail Design Service (HRDS) change control procedures set out an approach for impact assessment and prioritisation of MCRs by all market participants, and approval by the appropriate body (HSG, IGG, CDA Board). The list of approved and prioritised MCRs will then be reviewed by the DSOs who will consider the feasibility of their delivery; taking into account elements such as cost, technical complexity, resource requirements, compatibility with other system work including upgrades and maintenance. Change requests which involve a substantial amount of work and changes to the market design may need to be impacted separately to ensure the appropriate delivery timeline and resources are available. A key aspiration of the prioritisation exercise is to be as equitable as possible to all participants.

3 Purpose of Document

This Evaluation Process has been drafted with an emphasis on transparency and fairness for the implementation of Retail Markets Co-Ordinated Changes into Co-ordinated Schema Releases or combined Schema and Non-Schema Releases. A simple unweighted ranking system is proposed. Complexities arise where one jurisdiction needs to make changes to accommodate the functionality of an MCR in the other jurisdiction. This means that though the MCR is not a priority for that jurisdiction the change needs to be factored into the impacting stage.

An Evaluation Process is to ensure that there is transparency and fairness applied to selecting the MCRs that are approved for inclusion in the next Release. This approach delivers this while at the same time having the flexibility to take account of the varying applicability of MCRs and priorities.

This process may need to be amended if conditions change e.g.

- Change to Schema Release date (e.g. longer development time required)
- Ad-Hoc Emergency Release

Changes to the process will be made with the agreement of the ReMCoWG and approval of the ReMCoSG.

4 Evaluation Process - Schema Release

The items for prioritisation may include any or all of the following:

- Schema impacting MCRs where functionality for NI only
- Schema impacting MCRs where functionality for RoI only
- Schema impacting MCRs where functionality for both Jurisdictions

MCRs for prioritisation could consist of any combination of above with different priorities for both jurisdictions.

4.1 Market Participants Prioritisation

Market Participants will be requested to prioritise MCRs for each jurisdiction within which they operate. This means that where a Supplier operates in RoI and also NI they will prioritise two lists of MCRs. These lists could be different depending on the jurisdictional applicability of the MCRs. The intention of this method is to allow variations in the rankings to reflect the relevance to the Market Participant of the change at a jurisdictional level.

Retail Markets Co-Ordination Design Service (ReMCoDS) will co-ordinate the requests to the eligible Market Participants for their rankings and co-ordinate all responses.

The responses will be adjusted as detailed below to take account of any Regulatory Requirements.

Step	Criteria	Description
1	Market Participants rank in order of preference	<ul style="list-style-type: none"> • Market Participants should score based on the relevance of the MCR to their business. • If an MCR is not relevant to their business then it should be given a zero scoring. • The numerical scores returned by a Market Participant will be ranked from 10 downwards so that a higher score is reflective of a higher relevance to their business. The value of the top score will always be 10. Should there be more than 10 MCRs in the Evaluation Exercise then the Market Participant will not return rankings for their lowest priorities, although a zero is acceptable in this case. • A zero score is valid and means that the MCR has no relevance for that Market Participant in the identified Jurisdiction, either RoI or NI.
2	Regulatory Requirement	<ul style="list-style-type: none"> • A mandatory MCR would be requested as a requirement for implementation from the Regulators or further to a Decision Document. It could also include any system changes required as a result of Legislation. • Where MCRs are deemed as mandatory whether for one or both Jurisdictions they should be given highest priority scores.

For those MCRs that are ranked by MPs further information on the impact to the Supplier will be provided i.e Manual or Automated solution, level of effort to implement. This provides additional information on the overall impact and cost of the changes and will be passed to the

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ReMCoSG as part of the final step towards agreeing the release package as recommended by MPs.

At this point each MCR will have scores for NI and RoI. These will be analysed by ReMCoDS for matches in priorities (if any) between both jurisdictions. A maximum of the Top 10 MCRs for each Jurisdiction will be forwarded by ReMCoDS to ESB Networks and NIE for review. Both Network Operators will need to get both jurisdictions' prioritised lists particularly where they include MCRs that are not being implemented by the jurisdiction as these will also require an impact in terms of development and test.

4.2 Network Operators Review

NIE and ESB Networks will each separately review the outcome from ReMCoDS of the Prioritisation Exercise taking the following into account:

Criteria	Description	Categorisation Description
Cost	Assessments for each MCR (SAP ISU/PI and Tibco/Webforms) required for this Where an MCR is for utilisation in one jurisdiction only then the other jurisdiction will need to be advised of total costs.	£/€k Low - 50 – 100 Medium - 101 – 250 High - > 250
Technical Complexity	MCRs will be assessed on an individual basis	Low, Medium or High
Resource Requirements	Estimate of resource requirements and availability	No. of Man Days
Timescale	Overall timescale in which to deliver	Achievable in timeframe or Not Achievable
Compatibility with other system work	This to include e.g. any upgrades and maintenance	List of any other work that may impact on delivery of MCR
Developmental Synergies	Prioritised MCRs that are identified as having synergies should be highlighted as they would be more cost effective to implement together.	Highlighted MCRs

At this point each jurisdiction will have information on all the influencing factors for delivery of each MCR including the impact on prioritised MCRs for the other Jurisdiction.

4.3 Joint Network Operators Review

NIE and ESB Networks will meet together to review the results from each Jurisdiction.

The outcome of this review is to arrive at a single package of MCRs based on the information above. This should align with MPs' top priorities and there should be reasons where there are variances. The outcome should be equitable across Jurisdictions and achieved by unanimous consensus. Where unanimous consensus is not reached between the Networks Operators then this should be referred to the Regulators.

4.4 Market Participant Release Content Working Group

When the Network Operators have agreed a Release Package a Working Group will be organised by ReMCoDS. This may be scheduled as either a special Conference Call or a session at the scheduled ReMCoWG or dedicated meeting as appropriate and agreed beforehand with MPs.

The Release Content Working Group will be dedicated to discussions on reaching agreement on the Release Content. The Network Operators will jointly present the results further to their review and including the rationale for reaching the final proposal. Where MP priorities are not being met reasons will be provided. The outcome of the Working Group is to achieve unanimous consensus from MPs prior to referral to the ReMCoSG.

Where unanimous consensus cannot be reached then MPs (including the Network Operators) will be asked to forward their position by email to ReMCoDS. This will be collated by ReMCoDS and referred to the ReMCoSG.

4.5 Recommendation of Release Package

Further to the Network Operators joint review and the MP Working Group, ReMCoDS will have the following information:

- NIE Review based on criteria
- ESNB Review based on criteria
- Outcome of joint Network Operators Review and reasons
- Final agreed Release Content further to Working Group
- Feedback from Market Participants where unanimous consensus not reached

ReMCoDS will compare Suppliers' original preferences with Network Operators' results both at a Jurisdictional and combined level. This will be included in a Final Proposal Report to be submitted to the ReMCoSG for approval. ReMCoDS as secretariat of the ReMCoSG will include as an Agenda item for the next meeting of the Steering Group for final approval.

5 Combined Schema and Non-Schema Release

Where it has been agreed that the Release will consist of both Schema and Non-Schema MCRs the process for prioritisation will be different for NI and RoI.

Non Schema MCRs will be prioritised by the CDA for NI and so will not be included in the Evaluation Process.

Prioritisation of Non Schema MCRs for RoI will follow the same process as outlined in Section 4 for a Schema Release where MPs will be prioritising a single list comprising any Schema and Non Schema impacting changes.

6 Timing considerations

The Co-Ordinated Retail Market Development Plan 2012-2015 states that based on a June Schema Release and a November Non-Schema Release this allows a six month window to allow technical delivery teams enough time to carry out development and testing. Based on

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a six month timeframe, the following is an example of timescales for a June Release where the release package should be finalised by the end of the previous November:

Period	Detail
End of August	Cut Off point for all approved MCRs for inclusion in Prioritisation Exercise
Week 1 & 2 Sept	ReMCoDS issue list of MCRs for NI and RoI to all Market Participants for return by end of Week 2
Week 3 Sept	ReMCoDS forward lists of MPs prioritised MCRs to Network Operators. Network Operators carry out detailed impact assessments of the prioritised MCRs
Week 4 Sept	Network Operators individually review the MCRs
Weeks 1 - 3 October	Joint Network Operators Review
Week 4 October	Market Participant Release Content Working Group to agree final package
By end of November	Approval at next ReMCoSG

Appendix A – High Level Overview

