

Market Wide Half Hourly Settlement (MHHS) Consultant Requirements

Role Purpose

RECCo is seeking support in assessing and delivering the required changes to the Retail Energy Code and REC Service Providers as a result of Market-wide Half-Hourly Settlement. The MHHS Consultant will be required to support the Programme Lead in assessing and understanding the MHHS design, developing the required changes to the Retail Energy Code, defining the technical requirements for REC Service Providers and engaging with the MHHS Programme and REC Stakeholders.

This will include (but not limited to):

- Changes required to govern Metering Equipment Managers in their role as the “Metering Service” in the MHHS Target Operating Model.
- Upstream impacts of changes to the “Registration Service” in the MHHS Target Operating Model.
- Impacts to the end-to-end switching process and associated exception processes (e.g. erroneous switches, disputed CoS readings, etc.)
- Impacts to other data management and exception processes (e.g. metering data)
- Impacts to REC Services (Central Switching Service, Electricity Retail Data Service, Electricity Enquiry Service and Secure Data Exchange Service).
- Changes to system interfaces, market messages and data items.
- Data Access arrangements for new and amended data items.
- Impacts to REC governance (performance assurance, qualification, change management, etc.)

Key Responsibilities

- Attend relevant MHHS design working groups and engage with the MHHS programme team ensure impacts to the REC, REC Service Providers and wider retail energy market are appropriately represented.
- Review design artefacts from design working groups and assess impacts to REC business architecture and technical architecture.
- Provide representations to the MHHS programme detailing any risks, issues or concerns identified with the E2E design of the programme.
- Develop an in-depth understanding of the MHHS E2E design and the impacts this will have on the REC.

- Develop and draft the changes to the REC Baseline required for each relevant MHHS Programme milestone, including changes to REC Schedules, Operational Documents and Technical Specifications.
- Identify required changes to REC Service Provider systems and develop the detailed requirements specification and Change Request/Impact Assessment for each impacted Service Provider.
- Review impact assessment responses from REC Service Providers and ensure that the proposed solutions reflect the requirements of the MHHS E2E design.
- Review MHHS programme Change Requests that may impact REC code drafting or REC Service Providers and ensure that code drafting or service provider requirements are updated to reflect any changes to the E2E design.
- Provide an after meeting summary report to the Project Lead, Project Manager, Code Manager and any other nominated person following attendance at MHHS programme meetings, including any identified risks, issues or actions that require further discussion or consideration.
- Attend regular RECCo Project Board and Project Team meetings.
- Provide updates to the Project Lead, Project Manager and PMO Lead on any new or amended risks, issues, assumptions or dependencies that are identified.
- Ensure all project deliverables align with the RECCo Project Delivery Principles.

Project Delivery Principles

All project activities and project deliverables will be delivered in accordance with the following principles:

- Consumer Focus – all project deliverables will focus on the ultimate aim of delivering positive outcomes for consumers. The consumer experience will be the primary focus of engagement with the programme and developing REC solutions.
- Efficiency – ensure that new and/or amended REC Services are delivered efficiently, delivering high quality and offering value for money.
- Digitalisation – the REC will take a digital-first approach to the design of new or amended processes, systems and interfaces.
- Simplicity – maintain the principles of code consolidation and REC regulatory design principles when evolving the arrangements governed in the REC.
- Continuous Improvement – utilise opportunities presented by MHHS to identify improvements and efficiencies in REC processes.

Expected Time Commitment

The MHHS Consultant will be required to support the project from May 2022 to the end of the current financial year (March 2023). The expected resource commitment during this period is:

- May 2022 to mid-July 2022 – up to 2 days per week
- Mid-July 2022 to mid-September 2022 – up to 3 days per week
- Mid-September 2022 to December 2022 – up to 4 days per week
- January 2023 to March 2023 – up to 3 days per week

Any requirement for additional support over and above this expectation would be agreed with the Programme Lead on a case-by-case basis.

Selection Process

If you have one or more suitable candidates that are able to deliver the requirements set out in this document, please send a copy of their CV(s), a description of relevant experience that would support delivery of this project and details of proposed costs to careers@retailenergycode.co.uk by 5pm on Monday 16th May 2022.

Shortlisted candidates will be invited to participate in a competency based interview w/c 23rd May 2022.

Our commitment

At RECCo we are committed to cultivating an environment that promotes equality, diversity and inclusion. We want you to bring your authentic self to work every day and feel comfortable being you, no matter your age, gender identity, ethnicity, religion, disability status or otherwise.