



Ontario
Energy
Board | Commission
de l'énergie
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BY EMAIL AND WEB POSTING

November 14, 2023

To: All Licensed Electricity Distributors
All Other Interested Parties

Re: Stakeholder Meeting | 2023/2024 Reporting and Record-keeping Requirements (RRR), Ontario Energy Board File Number: EB-2022-0267

The Ontario Energy Board (OEB) is hosting a stakeholder meeting that will provide updates to [Reporting and Record-keeping Requirements](#) (RRR) for Ontario's licensed electricity distributors. RRR establishes the minimum reporting and record-keeping requirements by licensed entities to enable the OEB to fulfil its regulatory mandates.

As a top quartile regulator focused on continuous improvement, the OEB openly and transparently engages with stakeholders to ensure it is adapting RRRs to meet the needs of an evolving electricity sector. Last fall, the OEB hosted a consultation session to gather feedback from stakeholders on proposed RRR improvements; explore further opportunities to streamline the data collected to help reduce regulatory burden; improve the systems used to collect the data; and, to hear from the sector on new areas of interest for data collection. Following the success of that consultation, the OEB is now hosting a meeting to provide an update on recent and upcoming changes to RRR.

This meeting and the aforementioned consultation are aligned with the objectives outlined in the OEB's [2023-2026 Business Plan](#) and the Minister's October 2022 [Letter of Direction](#) which highlight the importance of modernizing and streamlining processes to right-size the RRR.

Stakeholder Meeting

The OEB is inviting interested stakeholders to a virtual meeting on **January 29, 2024**, from **9:30 a.m. to 3 p.m.** The purpose of the meeting is to:

- Share information and raise awareness on the changes to RRRs planned for the April 2024 annual filing (including new upload templates for the RRR 2.1.2 and RRR 2.1.5 forms)
- Obtain input from industry on changes to RRRs that are currently under review for potential implementation in the future, and

- Gather feedback on initiatives related to RRRs that the OEB has undertaken and/or delivered, such as [Open Data](#), [Interactive Reliability Dashboard](#), and the updated [RRR Infographic](#).

Participation

Stakeholders who would like to participate in the meeting are asked to email notice of their intention to sandra.fernandes@oeb.ca by **January 19, 2024**. Please include “**EB-2022-0267 – RRR Consultation**” in the subject line.

To help facilitate discussions during the meeting, stakeholders are also asked to register on the RRR Consultation [Engage with Us](#) page and complete a short [survey](#) that is intended to collect feedback on:

- Sections of RRR which have the most potential for streamlining and/or red tape reduction;
- New or revised performance metrics that the OEB should consider for inclusion on the [Electricity Utility Scorecards](#); and
- Data availability relating to specific RRR data points (applicable to licensed electricity distributors only).

Responses to the survey will be reviewed by the OEB prior to the consultation. Common themes identified in responses will be included in the stakeholder meeting for further discussion. The survey will close on **January 17, 2024**.

Cost Award Matters

Cost awards will be available to eligible participants under Section 30 of the *Ontario Energy Board Act, 1998* for participation in the consultation. Participants that were deemed eligible for cost awards in the 2022 Stakeholder Meeting will maintain their eligibility for costs for eligible activities and are not required to reapply. All other participants intending to request an award of costs must file a written submission to that effect by **January 10, 2024**. Costs awarded will be recovered from all licensed rate-regulated electricity distributors. Further information regarding cost awards is included in Appendix A to this letter.

Any questions relating to this letter can be directed to Performance Analytics & Reporting at performance_reporting@oeb.ca. The OEB’s toll-free number is 1-888-632-6273.

Yours truly,

Kevin Mancherjee
Director, Operations Decision Support

Appendix A

Cost Award Matters

Cost Award Eligibility

The OEB will determine eligibility for costs in accordance with its [Practice Direction on Cost Awards](#). Any person intending to request an award of costs must file with the OEB a written submission to that effect by **January 10, 2024**. The submission must identify the grounds on which the person believes that it is eligible for an award of costs (addressing the OEB's cost eligibility criteria as set out in section 3 of the *Practice Direction on Cost Awards*). An explanation of any other funding to which the person has access must also be provided, as should the name and credentials of any lawyer, analyst or consultant that the person intends to retain, if known. All requests for cost eligibility will be posted on the OEB's website. If a licensed rate-regulated electricity distributor has any objections to any of the requests for cost eligibility, such objections must be filed with the OEB by **January 22, 2024**. Any objections will be posted on the OEB's website. The OEB will then make a final determination on the cost eligibility of the requesting participants.

Eligible Activities

Cost awards will be available to eligible participants for participation in the initial stakeholder meeting to a maximum of actual meeting time plus 50% of meeting time for preparation and reporting.

Cost Awards

When determining the amount of the cost awards, the OEB will apply the principles set out in section 5 of its *Practice Direction on Cost Awards*. The maximum hourly rates set out in the Cost Awards Tariff will also be applied. The OEB expects that groups representing the same interests or class of persons will make every effort to communicate and co-ordinate their participation in this process. In accordance with section 12 of its *Practice Direction on Cost Awards* the OEB will act as a clearing house for all payments of cost awards in this process. For more information on this process, please see the OEB's *Practice Direction on Cost Awards*.

How to File Materials

Stakeholders are responsible for ensuring that any documents they file with the OEB **do not include personal information** (as that phrase is defined in the *Freedom of*

Information and Protection of Privacy Act), unless filed in accordance with rule 9A of the OEB's [Rules of Practice and Procedure](#).

Please quote file number **EB-2022-0267** for all materials filed and submit them in searchable/unrestricted PDF format with a digital signature through the [OEB's online filing portal](#).

- Filings should clearly state the sender's name, postal address, telephone number and e-mail address.
- Please use the document naming conventions and document submission standards outlined in the [Regulatory Electronic Submission System \(RESS\) Document Guidelines](#) found at the [File documents online page](#) on the OEB's website.
- Stakeholders are encouraged to use RESS. Those who have not yet [set up an account](#) or require assistance using the online filing portal can contact registrar@oeb.ca for assistance.
- Cost claims are filed through the OEB's online filing portal. Please visit the [File documents online page](#) of the OEB's website for more information. All participants shall download a copy of their submitted cost claim and serve it on all required parties as per the [Practice Direction on Cost Awards](#).

All communications should be directed to the attention of the Registrar and be received by end of business, 4:45 p.m., on the required date.

Email: registrar@oeb.ca

Tel: 1-877-632-2727 (Toll free)