RETAIL ENERGY CODE

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# REC CHANGE PANEL MEETING
# MEETING MINUTES

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| MEETING | **RECCP_26_0217** |
| DATE | **17 February 2026** |
| LOCATION | **By teleconference** |

| Attendee | Representing | Initials | Role |
|---|---|---|---|
| Lindsay Biginton | Retail Energy Code Company | LBi | Chair |
| Ben Atkinson | Domestic Suppliers | BAt | Voting Member |
| Harry Hailwood | Non-Domestic Suppliers | HH | Voting Member |
| Alex Travell | Electricity Network Operators | AT | Voting Member |
| Andy Clasper | Gas Transporters | AC | Voting Member |
| Martin Brailsford | Metering Equipment Managers | MB | Voting Member |
| Sebastian Eyre | Independent SME | SE | Voting Member |
| Paul Gath | Independent SME | PG | Voting Member |
| Keith Foster | Independent SME | KF | Voting Member |
| Faye Brookes-Lewis | Consumers | FBL | Voting Member |
| Scott McPhillimy | Authority | SM | Observer |
| Nadir Hafeez | Authority | NH | Authority Representative |
| Keisha Patel | Code Manager | KP | REC Technical Services |
| Molly Fraser | Code Manager | MF | REC Technical Services |
| Caroline Freimuller | Code Manager | CF | Senior Change Lead |
| Harriet Truss | Code Manager | HT | Senior Change Lead |
| Paul Witton-Dauris | Code Manager | PWD | Head of Change |
| Paul Rocke | Code Manager | PR | Head of Communication |
| Harry Firth | Code Manager | HF | Secretariat |

## 1 INTRODUCTIONS

The Chair welcomed attendees to the meeting of the REC Change Panel (RECCP).

## 2 CONFIRMATION OF AGENDA

The Chair invited any additional items of business for consideration during the meeting; HF added item 9.1 – I0274 Ex-Committee Decision, NH added item 9.2 – Authority Update and the Chair added item 9.3 – Paul Gath.

## 3 APPROVAL OF PREVIOUS MINUTES

RECCP Members unanimously approved the draft minutes from the previous meeting held on 03 February 2026. The approved minutes would be published as 'final' and made available via the REC Portal.

## 4 I0291 - REVIEW OF SCHEDULE 1 INTERPRETATIONS AND DEFINITIONS

As the Lead Analyst for I0291, CF provided an overview of the Issue.

CF informed Members that I0291 arose from quality assurance checks undertaken across REC schedules as part of the Market-wide Half Hourly (MHHS) implementation. These checks identified within Schedule 1, the use of capitalised terms across multiple REC schedules which do not currently have corresponding definitions within Schedule 1.It has additionally been identified there are definitions that reference REC schedules which no longer exist, specifically Schedules 2, 20, and 21, which related to historic transition arrangements (including Master Registration Agreement (MRA) and Supply Point Administration Agreement (SPAA) transition schedules).

CF emphasised that this issue is a clarification exercise intended to ensure that REC documentation remains clear, internally consistent, and legally robust for all Parties who rely on the Code. Solution development is underway, with legal drafting supported by REC legal advisers. The plan is to proceed to consultation soon, CF advised that a Party impact assessment had not been deemed necessary due to the low impact nature of the Issue.

CF confirmed that I0291 will be a Self-Governance non-urgent Issue, with the Change Panel assigned as the Responsible Committee. I0291 has been given a low priority status, as it is not a risk-driven or time-critical Issue. There are no anticipated impact on Consumers, Service Providers, or operational processes. CF explained that although it has been marked as impacting all REC Parties due to the universal use of the Schedule 1, the practical impact is expected to be minimal.

CF provided Members with an overview of the milestones within the Change Report Proposal Plan.

| Milestone | Activity | From | To |
|---|---|---|---|
| **Definition** | | **12 Jan 26** | **26 Feb 26** |
| | Code Manager Initial Assessment | January | February |
| | Solution Development | January | February |
| | Legal Review | January | February |
| **Change Proposal** | | **27 Feb 26** | **20 Apr 26** |
| | Business Case Assessment | February | March |
| | Consultation | March | April |
| | Final Determination | April | April |
| **Voting** | | **21 Apr 26** | **21 Apr 26** |
| | Appeal Window | 22 April 26 | 07 May 26 |

RECCP Members noted the contents of the Change Report; and

- **AGREED** unanimously to approve the Issue Pathway and Responsible Committee; and
- **AGREED** unanimously to approve the Proposal Plan for I0291.

## 5 R0267 - SMART METER INSTALLATION SURVEYS - MICROBUSINESS REQUIREMENTS

As the Lead Analyst for R0267, CF provided an overview of the Change Proposal.

CF informed Members that R0267 relates to obligations under the Consolidated Metering Code of Practice (CoMCoP) Appendix 20 concerning Smart Meter Installation Surveys (SMIS). They explained that SMISs are required only for the first Smart Meter Installation at a property. In the Domestic market, the obligation applies only where a Supplier plans more than 5,000 installations per year. In contrast, for Microbusiness Premises, there is currently no minimum threshold, meaning even a single installation triggers the obligation. CF highlighted that surveys must be conducted by an independent third-party organisation, which can represent a disproportionate cost burden for small or new Suppliers conducting low volumes of installations.

R0267 proposes to amend CoMCoP Appendix 20 to introduce a minimum threshold of 1,000 Microbusiness installations per year before the survey obligation applies. The legal drafting mirrors existing Domestic provisions, with the numerical threshold calculated using Supplier-submitted installation data from the previous three years provided via an information request, cross-referenced with REC Performance Assurance data on survey responses. CF advised that a second option of removing the requirement to use an independent survey provider was considered at the information request stage but was formally de-scoped following feedback from Suppliers and the Department of Energy Secuirty and Net Zero (DESNZ), due to concerns that Supplier-run surveys could lead to inconsistencies in survey quality and outcomes.

CF advised that a Party impact assessment was conducted between December and January. No respondents objected to the removal of the second solution option. Most respondents expected no impact, as they already exceed the proposed threshold, but expressed support for the change. One suggestion to remove SMIS entirely was noted but confirmed as out of scope, as this sits within DESNZ policy.

CF advised that analysis indicated introducing the threshold would reduce Microbusiness survey responses by less than 5%, a level discussed with DESNZ and not considered problematic. The Metering Scheme Auditor also confirmed there would be no impact on audit processes, and no additional audit changes would be required. No implementation costs were identified, with an estimated annual industry-wide cost reduction of £190,000. The benefits are expected to increase over time as Smart Meter rollout progresses, reducing the number of organisations who exceed the proposed minimum threshold. CF advised that R0267 was assessed as having a positive impact on REC Objective 1, with neutral impact on Objectives 2 and 3.

RECCP Members noted the contents of the Change Report; and

- **AGREED** unanimously the Change Report contains sufficient information to proceed to consultation.

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## 6 R0299 - DATA LATENCY TARGETS FOR THE GES SERVICE DEFINITION

As the Lead Analyst for R0299, HT provided an overview of the Change Proposal.

HT explained that a previous change (R0277) amended elements of the Gas Enquiry Service (GES) Service Definition but did not address performance targets, which are currently implicitly assumed to be 100%.

Operational performance reporting has demonstrated that the GES Provider does not consistently meet the 100% targets in relation to the timeliness of data reflection within the Supply Point Switching API .

HT advised that achieving a 100% target would require system enhancements and additional costs. HT explained that no material service issues have been raised by GES Users, or through REC Service Management channels, that current performance is detrimental to any operational processes.

HT advised that R0299 proposes to formally amend the service definition to introduce explicit, achievable performance targets, with new suggested targets of 98% and 99% for the two service metrics within the GES Service Definition. These targets have been benchmarked against historic performance and deemed appropriate for the service. HT added that the solution is fully formed and the plan is to proceed straight to consultation.

HT confirmed that R0299 will be a Self-Governance non-urgent Change Proposal, with the Technical Expert Panel (TEP) assigned as the Responsible Committee. R0299 has been given a low priority status, as it should not result in any changes for GES Users. There have been minimal impacts identified on the GES Service Provider and Xoserve, although no costs have been attributed.

HT provided Members with an overview of the milestones within the Change Report Proposal Plan.

| Milestone | Activity | From | To |
|---|---|---|---|
| **Change Proposal** | | **17 Feb-26** | **18 Mar-26** |
| | Consultation | February | March |
| | Solution Refinement | March | March |
| | Final Determination | March | March |
| **Voting** | | **18 Mar-26** | **25 Mar-26** |
| | Appeal Window | 26 March | 09 April |

NH asked why R0299 was being voted on at Change Panel when TEP had been assigned as the Responsible Committee. HT and PR explained that Change Panel approves the Proposal Plan for all Change Proposals and Issues, the Responsible Committee is assigned as part of this step and where a change is proceeding straight to Consultation it forms part of the Proposal Plan decision.

RECCP Members noted the contents of the Change Report and the proposed solution; and

- **AGREED** unanimously to approve the Change Pathway and Timetable for R0299; and
- **AGREED** unanimously the Change Report contains sufficient information to proceed to consultation.

## 7 R0309 - IN-YEAR CRS BUDGET AMENDMENT

CF provided an overview of the Change Proposal to Members.

CF explained that the DCC, in its role as Central Registration Service (CRS) provider, submits an annual budget to RECCo for approval. For the current financial year, the approved budget was £13m. A reconciliation exercise conducted in Q3 identified £0.5m of savings. CF added that REC governance requires any in-year amendment to the CRS budget to be raised and approved as a Change Proposal. They added that budget amendment had been reviewed by REC legal advisers and the REC finance team, who were content with the amendment.

AT queried whether the reduction would ultimately lower costs to REC parties. The Chair confirmed that the underspend would be reflected through the normal rebate or charge-adjustment mechanisms with REC parties.

BA asked whether the DCC's CRS budget is subject to audit. The Chair advised that they would raise an action take this away and provide an answer at the next Change Panel meeting.

**RECCP_26_0217_01 – Chair to confirm whether the DCC's Central Registration Service budget is audited.**

SE queried the balance between fixed and variable costs within the DCC's CRS budget. The Chair advised that they would raise an action take this away and provide an answer at the next Change Panel meeting

**RECCP_26_0217_02 – Chair to confirm the relationship between fixed and variable costs within the DCC's Central Registration Service budget.**

RECCP Members noted the contents of the Change Report; and

- **AGREED** unanimously to approve the in-year CRS budget amendment with immediate effect.

## 8 CHANGE PROPOSAL TRACKER

CF provided Members with an update on the Change Tracker.

CF provided an overview of the new submissions, which have all been accepted in by the Code Manager since the last Change Panel meeting on 03 February:

- I0308 – Update Cross Code Steering Group Terms of Reference to include cross-code prioritisation as per Code Reform
- R0309 – In-year CRS budget amendment
- R0310 – Addition of value 11 to data item J0418
- R0311 – CoMCoP 2-year Audit Cycles
- I0312 – Review of export meter work arrangements
- R0313 – Erroneous Switch Review: Amendments to Clause 4.5
- I0314 - Crossed Meters Process: Clarifications and Support

CF provided an overview of further updates:

- **R0270 - Clarification of SIP Qualification Requirements** - On 11 February, the Metering Expert Panel approved R0270 for implementation on 27 February 2026.

- **R0096 – CSS Message Regeneration Functionality -** The Code Manager is currently preparing the Change Report (Final Recommendation). This Change will be taken to TEP on 25 February 2026 for final vote. Subject to TEP's approval, this Change will be implemented in November 2027.
- **I0265 - Theft Calculator Usage and Suitability Assessment** - A second Working Group session is due to take place on 18 February 2026 focusing notably on ways to future proof the REC Theft Calculators.
- **R0224 – Agile Reporting within CSS** - On 11 February, TEP approved R0224 to go to Consultation. The Consultation is open from 13 February to 06 March 2026
- **I0278 - Establishing the Safe Isolation Provider (SIP) as a Standalone REC Metering Party** - On 13 February, the Code Manager issued an information request to gather further input from the industry. Responses are due by 13 March 2026.
- **R0294 - Implementation of IF-051 Data Refresh in EES for BSC CP1607 -** On 11 February, TEP approved R0294 to go to Consultation. The Consultation is open from 12 to 27 February 2026. The REC legal advisors are currently reviewing the legal drafting before a business case assessment can be issued in March 2026.
- **I0273 (Sharing of SSC and TPR Information for MHHS Smart and Advanced Meters) & I0303 (Potential Consumer detriment for Smart Economy 7) -** On 13 February, the Code Manager issued a joint information request on I0273 and I0303 to explore the scope of the issues. Responses are due by 06 March 2026.

## 9 ANY OTHER BUSINESS

### 9.1 I0274 EX-COMMITTEE DECISION

HF reminded Members that an ex-committee decision relating to the approval of the replan for I0274 - Gas Pressure and Capacity Information Transparency. They asked all Members to review the Replan document and submit a vote on the REC Portal by 17:00 on 19 February if they had not already done so. They thanked Members who had already voted.

### 9.2 AUTHORITY UPDATE

NH provided Members with the following updates from the Authority:

On 26 January 2026, we launched an Expression of Interest (EOI) process seeking code manager candidates for the consolidated electricity commercial code and consolidated gas network code, as part of phase 2 of Energy Code Reform. More information can be found here.

We intend to use this EOI process to inform our decision on selection route by asking potential candidates to submit an eligibility assessment form for us to consider, with our choice between competitive versus non-competitive selection based on the number of candidates that we deem to be eligible.

The EOI invitation will close on 20 March 2026. If you have any questions about the process or are interested in expressing interest, please get in touch with us at industrycodes@ofgem.gov.uk.

### 9.3 PAUL GATH

The Chair advised that PG had tendered their resignation as a Change Panel member and this would be their final meeting. The Chair thanked PG for their contributions and wished them well for the future. The Chair advised that Sarah Jones had been appointed as a new Change Panel member commencing from the next Change Panel meeting on 03 March 2026.

There was no further business raised, and the Chair closed the meeting.

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