RETAIL ENERGY CODE

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REC TECHNICAL EXPERT PANEL (TEP)
MEETING MINUTES

MEETING	**RECTEP_22_0629**
DATE	**29 June 2022, 14:00**
LOCATION	**Microsoft Teams**

Attendees	Representing	Initials	Role
Andy Clasper	Gas Networks	AC	Committee Member
Emslie Law	Domestic Suppliers	EL	Committee Member
Jonathan Matthews	Non-Domestic Suppliers	JM	Committee Member
Natalie Hitchman	Meter Equipment Managers	NH	Committee Member
Neil Brinkley	Code Manager	NB	Committee Chairperson
Holly O'Grady	Code Manager	HOG	Committee Secretary
Ann Perry	Code Manager	AP	RPS Attendee
Gemma Dixon	Code Manager	GD	RPS Attendee
George Barnes	Code Manager	GB	RPS Attendee
Harriet Truss	Code Manager	HT	RPS Attendee
Jonathan Holland	Code Manager	JH	RPS Attendee
Michael Taylor	Code Manager	MT	RTS Attendee
Rosalind Timperley	Code Manager	RT	RTS Attendee
Apologies	**Representing**	**Initials**	**Role**
Gemma Slaney	Electricity Networks	GS	Committee Member

1 ADMINISTRATION

The Chair welcomed attendees to the June 2022 Retail Energy Code (REC) Technical Expert Panel (TEP) and introductions were undertaken.

Review of Minutes

The Chair presented the draft minutes from the May 2022 TEP to the group. The group ran through and agreed the amendments that were provided prior to the meeting. No further comments or amendments were received during the meeting.

The group approved the minutes as final, with the Chair noting a final version will be circulated alongside the Headline Report.

Further to the May 2022 draft minutes, the group reviewed the following sets of minutes as part of action RECTEP_22_0629.

- RECTEP_21_1222 final minutes v1.1 reviewed as record of votes added, minutes approved.
- RECTEP_22_0126 final minutes v1.1 reviewed as record of votes added, minutes approved.

The final minutes have been made available in the relevant post-meeting folders.

Review of Actions

The Code Manager presented the TEP Actions Log to the group. Updates were provided as follows.

- RECTEP_22_0629 - adding votes to minutes has been approved and closed.

There were no further actions to be reviewed.

2 FUTURE CHANGES FOR TEP REVIEW

The Code Manager presented paper RECTEP_22_0629_02 to the group and explained that since the previous TEP meeting, no new Change Proposals had been raised that would require TEP approval.

There were no specific updates provided on any of the items.

There were no further comments or questions from members.

3 R0022 – PROPOSED SOLUTION

The Code Manager presented paper RECTEP_22_0629_03 to the group and explained that R0022 (Amendments to REC Data Access Matrix) was being brought to the TEP today for discussion on, and endorsement of, the proposed Code Manager solution.

The Code Manager stated that R0022 will standardise the Data Access Matrix (DAM) for Electricity Enquiry Service (EES) users and will not make any changes to the governance of access to data. The electricity DAM has been aligned with, and designed alongside, the Gas Permissions Matrix, to allow consistency within the REC. This will also allow for alignment of EES access profiles and EES User Categories, to simplify and speed up the application process. Three user categories will have a portfolio view: Non-Domestic Consumers, local authorities and government authorities (e.g. HMRC & Police Forces), whilst others will have a Community view.

One member raised concerns regarding categories having access to more data than they may possibly require at current, to which the Code Manager explained that there was a level of 'future-proofing' built into the solution. With specific regard to the Third-Party Intermediary (TPI) category, it was explained that this is wider than Price Comparison Websites (PCWs), and as such, future TPIs (of type and operation unknown) may require access to EES. The Code Manager concluded that access to EES would remain governed by the REC Accession process, therefore, there will be no inappropriate access granted.

The Code Manager noted that the Data Access Matrix will be published sooner rather than later in order to have a usable version in the REC, whilst the EES system will reflect this in the backend in due course.

A member noted that the consultation responses document was not very clear to show who had given which response, and that they agreed that Distribution Network Access should remain at the current level and not be reduced to portfolio view. The Code Manager agreed that going forward, all relevant documents will be provided where the TEP is asked to make a decision on a Change Proposal.

Following the noted discussions, the TEP agreed that the solution as presented should proceed.

There were no further comments or questions from members.

4 R0045 - CHANGES TO SDEP MESSAGES AND SCHEDULE NUMBERING FOR REC V3.

The Code Manager presented paper RECTEP_22_0629_04 to the group, explaining that R0045 (Changes to Secure Data Exchange Portal Messages for REC V3.0), will introduce new SDEP messages in the REC portal that will be used from Central Switching Service (CSS) go-live, as well as make several housekeeping updates for the SDEP messages that are currently included within the Data Specification.

The Code Manager noted that amendments to the SDEP messages were constrained to the addition of missing messages, addition of new messages for REC V3, and corrections to message structures and titles. For the avoidance of doubt, data item formats within the messages are known to be incorrect and will be picked up in a subsequent housekeeping change.

The Code Manager explained that in addition to SDEP message amendments, R0045 will make updates to correct numbering of REC Schedules, both within the Schedules themselves, and the interpretations Schedule, adding that this will ensure that the numbering is aligned to the V3 baseline statement.

One member stated that the consultation responses were not included in the meeting papers, rather a link to find the documents themselves. The Code Manager agreed that going forward, all relevant documents will be provided where the TEP is asked to make a decision on a Change Proposal.

The Chair confirmed with members that they understood the Code Manager's proposal and had enough information to cast a vote on R0045, to which there were no comments.

Votes were cast on R0045 as follows:

Voting Member	Representing	Role	Vote
Andy Clasper	Gas Networks	Committee Member	Accept
Emslie Law	Domestic Suppliers	Committee Member	Accept
Jonathan Matthews	Non-Domestic Suppliers	Committee Member	Accept
Natalie Hitchman	MEMs	Committee Member	Abstain

The Chair confirmed that TEP had voted to approve the Code Manager's recommendation for R0045 to be implemented via a big bang approach on 18 July 2022.

There were no further comments or questions from members.

5 R0010 - NEW METER TYPES FOR AUXILIARY PROPORTIONAL CONTROLLERS (APCS)

The Code Manager presented paper RECTEP_22_0629_05 to the group, explaining that R0010 (New Meter Types for Auxiliary Proportional Controllers (APCS)) was being brought to the TEP for the approval of the Preliminary Change Report and to move to consultation.

The Code Manager gave an overview of R0010 and the solution options, noting that solution option one was being proposed to be taken forward to consultation.

The Code Manager explained that a Party Impact Assessment was published on 04 March 2022, with three responses received from the Parties, one from a Metering Equipment Manager, one from a Supplier and one from a Distribution Network Operator.

The Chair confirmed with members that they understood the Code Manager's proposal and had enough information to cast a vote on R0010, to which there were no comments.

Votes were cast on R0010 as follows:

Voting Member	Representing	Role	Vote
Andy Clasper	Gas Networks	Committee Member	Abstain
Emslie Law	Domestic Suppliers	Committee Member	Accept
Jonathan Matthews	Non-Domestic Suppliers	Committee Member	Accept
Natalie Hitchman	MEMs	Committee Member	Abstain

The Chair confirmed that TEP had voted to approve that a sufficiently defined proposal has been formed for R0010, and that this should proceed to the consultation stage of the timeline.

There were no further comments or questions from members.

6 UK LINK DATA MIGRATION

The Chair explained that the UK Link Data Migration agenda item has been added as a standing item regarding the migration of UK Link catalogue information into the REC Data Specification.

The Chair noted that Xoserve are currently undertaking a significant data cleanse exercise and together with the Code Manager, are aiming for the information to be published alongside V3 go-live (18 July 2022). The Chair added that the Energy Market Architecture Repository (EMAR) and Access database formats will not be updated, only the 'html' format. The EMAR and Access formats will be updated at a later date.

There were no further comments or questions from members.

7 ANY OTHER BUSINESS

The Chair asked whether members had any items of AOB, to which two items were raised by a TEP members.

One member stated that clarity was required on the REC Portal about deadlines for uploading the responses. The member explained that there is behaviour in the system so that if consultation is published with a deadline of 15 July, the system recognises this as 23:59 on 14 July. The member noted that there are explanatory notes within the REC bulletins, however, it was still not particularly clear or user friendly. The Code Manger clarified that a fix was in the pipeline to remove this restriction, and this will be communicated to Parties once it has been implemented. The Code Manager added that submissions would be accepted on the deadline day via the REC helpdesk, for instances where the Portal functionality won't allow a submission. Furthermore, the Portal submission date vs 'actual' submission dates will be recorded in documents until the issue is remedied.

One Committee Member stated that there were a number of Retail Gas Metering Arrangements (RGMA) messages in the REC Data Specification that were incorrect. The member noted that this has been raised at the TEP previously, to which the Chair confirmed that this issue is being investigated and a fix will be included in R0036 (Housekeeping), which is planned for a November 2022 implementation.

There were no further comments or questions from members.

8 CLOSE OF MEETING

The Chair thanked attendees for their contributions and brought the meeting to a close.

NEXT MEETING	27 July 2022