RETAIL ENERGY CODE

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REC CHANGE PANEL MEETING
MEETING MINUTES

MEETING	**RECCP_24_0618**
DATE	**18 June 2024, 13:00**
LOCATION	**By teleconference**

Attendee	Representing	Initials	Role
Lindsay Biginton	Retail Energy Code Company	LB	Alternate Chair
Ben Atkinson	Domestic Suppliers	BA	Committee Member
Dan Tarasco-Fittock	Non-Domestic Suppliers	DTF	Committee Member
Alex Travell	Electricity Networks	AT	Committee Member
Andy Clasper	Gas Networks	AC	Committee Member
Dave Wright	MEMs	DW	Committee Member
Lynne Fallon	Independent SME	LF	Committee Member
Sebastian Eyre	Independent SME	SE	Committee Member
Jonathan Coe	Authority	JC	Committee Member
Alice Williams	Citizens Advice	AW	Committee Member
Lorna Mallon	Code Manager	LM	Subject Matter Expert
Glenn Sheern	Code Manager	GS	Subject Matter Expert
Samantha Briggs	Code Manager	SB	Change Delivery Manager
Harriet Truss	Code Manager	HT	Change Analyst
Gemma Dixon	Code Manager	GD	Change Analyst
Caroline Freimuller	Code Manager	CF	Change Analyst
James Hardy	Code Manager	JH	Change Analyst
Holly Law	Code Manager	HL	Change Analyst
Caroline Milner	Code Manager	CM	Technical Analyst
Ryan Dale	Code Manager	RD	Technical Analyst
Bradley Mercer	Code Manager	BM	Secretary

1 INTRODUCTIONS

The Chair welcomed attendees to the meeting of the REC Change Panel (RECCP). BM advised that apologies had been received from Joy Nnamani (Committee Chair).

2 CONFIRMATION OF AGENDA

The Chair invited any additional items of business for consideration during the meeting; one additional items of business was raised and would be addressed at the foot of the agenda. BM advised that the Code Manager would not be seeking a decision on the Final Change Report for R0167 and instead would be providing a progress update.

BM advised that currently there was no open actions on the Actions Log and as such it would not be discussed.

3 APPROVAL OF THE PREVIOUS MINUTES

The Chair invited Members to provide comments on the draft minutes of the meeting held on 04 June 2024. There were no questions or comments and RECCP Members approved the minutes as an accurate reflection of the meeting.

4 R0166 – REMOVAL OF GREEN DEAL PANEL

As the Lead Analyst for R0166, GD provided RECCP Members with an overview of the Final Change Report.

GD advised Members that R0166 was seeking to remove the Green Deal Panel Terms of Reference from the REC Baseline Statement and product set (with the effect of closing the Green Deal Panel), and to amend the Change Panel Terms of Reference to incorporate consideration of Green Deal business.

GD informed Members that a consultation had been circulated on 09 May 2024 and no responses were received. GD advised Members that the Code Manager recommended that R0166 was approved for implementation on 23 August 2024.

SE advised that he supported the change and asked what the process would be for approving Green Deal changes should one be raised. GD advised that the RECCP would be the responsible committee for any Green Deal changes. GD highlighted that Subject Matter Experts would be invited to attend the RECCP in a non-voting capacity should any changes be raised

The Chair advised Members that they would be voting on a recommendation to the Authority to Approve or Reject the FCR for R0166. RECCP Members noted the contents of the CPP and:

- **AGREED** unanimously approve of the proposed change solution.
- **AGREED** unanimously to approve the proposed implementation approach.

- **AGREED** unanimously to approve the proposed implementation date of 23 August 2024.

5 R0167 – CHANGE IMPROVEMENTS

GS provided Members with an update on the progress of R0167. GS informed Members that the Final Change Report had been scheduled for decision at the meeting; however, the Code Manager received comments from a Service Provider on the change after the closure of the consultation window which had required consideration and meant that the Code Manager had not being able to publish the FCR as planned. GS confirmed that the comments had since been resolved and the FCR would be presented for decision at the RECCP meeting scheduled for 02 July 2024.

6 R0060 – ERDS SERVICE DEFINITION TIME ZONE CORRECTION

As the Lead Analyst for R0060, HT provided Members with an overview of the Change Proposal Plan and Initial Assessment Report.

HT informed Members that R0060 was seeking to amend the Electricity Retail Data Service (ERDS) Service Definition to add in the Greenwich Mean Time (GMT) time zone to any time-based statements. HT confirmed that the change was only to the legal text and that no system changes would be required. HT provided Members with an overview of the milestones within the Change Proposal Plan:

	FROM	TO
CHANGE REPORT AND CONSULTATION ISSUED	28/06/2024	28/06/2024
CONSULTATION	28/06/2024	19/07/2024
RESPONSIBLE COMMITTEE DECISION	28/08/2024	28/08/2024
APPEAL WINDOW CLOSURE	12/09/2024	12/09/2024

HT informed Members that the Code Manager was proposing that the REC Technical Expert Panel (RECTEP) was the Responsible Committee for the change. The Chair advised Members that they would be voting to approve or reject the CPP. RECCP noted the contents of the CPP and:

- **AGREED** unanimously to approve the Change Proposal Plan for R0060– *ERDS Service Definition Time Zone Correction.*

7 R0170 – WITHDRAWAL OF STIRG FROM REC GOVERNANCE

As the Lead Analyst for R0170, CF provided Members with an overview of the Change Proposal Plan and Initial Assessment Report.

CF informed Members that R0170 was seeking to remove the Service Termination Issue Reporting Guidance (STIRG) from REC governance. CF advised that the STIRG would be governed by the Energy Networks Association (ENA) going forward.

CF advised that the change had been raised following the rejection of R0145 - *STIR Document* by the REC Metering Expert Panel (RECMEP). CF highlighted that R0145 was seeking to re categorise the STIRG from a Category 3 to a Category 2 document under the REC.

CF provided an overview of the measures in place to ensure that MEMs are still involved in the change process for the STIRG and the ENA would be legally bound to consult with MEMs on any changes to the document. CF provided Members with an overview of the milestones within the Change Proposal Plan:

	FROM	TO
PARTY IMPACT ASSESSMENT	21/06/2024	12/07/2024
PRELIMINARY CHANGE REPORT ISSUED	26/07/2024	26/07/2024
RESPONSIBLE COMMITTEE REVIEW	06/08/2024	06/08/2024
CONSULTATION	09/08/2024	02/09/2024
FINAL CHANGE REPORT ISSUED	20/09/2024	20/09/2024
RESPONSIBLE COMMITTEE DECISION	01/10/2024	01/10/2024
APPEAL WINDOW CLOSURE	15/10/2024	15/10/2024

DW expressed concern regarding the change advising that the document had commercial impacts on MEMs and that losing the power to vote on changes would have negative impacts. CF advised that the Code Manager was proposing a Party IA period where MEMs would be able to provide their views on the solution. DW asked if the change was subject to Authority approval; CF advised that it would be a self-governance change.

CF informed Members that the Code Manager was proposing that the RECCP was the Responsible Committee for the change. The Chair advised Members that they would be voting to approve or reject the CPP. RECCP noted the contents of the CPP and:

- **AGREED** unanimously to approve the Change Proposal Plan for R0170 – *Withdrawal of the STIRG from REC Governance*.

8 R0181 - SCHEDULE 14 METERING OPERATIONS FOOTNOTE REVIEW

As the Lead Analyst for R0181, HL provided Members with an overview of the Change Proposal Plan and Initial Assessment Report.

HL informed Members that the footnotes within Schedule 14 - *Metering Operations* were not in the correct place, were missing, or were no longer relevant. HL advised that R0181 sought to correct issues within the footnotes and move them into the legal text.

HL advised that there was a fully formed solution and the change needed to be progressed immediately so that Schedule 14 could be included in the next iteration of the Market-Wide Half Hourly Settlement (MHHS) Programme Code drafting. HL provided Members with an overview of the milestones within the Change Proposal Plan advising that the RECMEP had agreed to make an ex-committee decision on the change:

	FROM	TO
PRELIMINARY CHANGE REPORT AND CONSULTATION ISSUED	19/06/2024	19/06/2024
CONSULTATION	19/06/2024	10/07/2024
FINAL CHANGE REPORT ISSUED	11/07/2024	11/07/2024
RESPONSIBLE COMMITTEE DECISION (EX-COMMITTEE)	19/07/2024	19/07/2024
APPEAL WINDOW CLOSURE	02/08/2024	02/08/2024

CF informed Members that the Code Manager was proposing that the RECMEP was the Responsible Committee for the change. The Chair advised Members that they would be voting to approve or reject the CPP. RECCP noted the contents of the CPP and:

- **AGREED** unanimously to approve the Change Proposal Plan for R0181 - *Schedule 14 Metering Operations Footnote Review*.

9 CHANGE PROPOSAL TRACKER

No updates on live changes were provided.

10 AOB

10.1 COMMITTEE MEMBER NOMINATIONS

BM advised that the Code Manager was preparing to launch the Nominations process for those Committee Members whose terms were due to end on 31 August 2024. BM advised that the Nominations process would commence on 19 June 2024 and run for 15 Working Days. An Elections process would follow if required.