RETAIL ENERGY CODE

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REC CHANGE PANEL MEETING
MEETING MINUTES

MEETING	**RECCP_24_0716**
DATE	**16 July 2024, 13:00**
LOCATION	**By teleconference**

Attendee	Representing	Initials	Role
Lindsay Biginton	Retail Energy Code Company	LB	Committee Chair
Ben Atkinson	Domestic Suppliers	BA	Committee Member
Dan Tarasco-Fittock	Non-Domestic Suppliers	DTF	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
Paul Gath	Independent SME	PG	Committee Member
Nadir Hafeez	Authority	NH	Committee Member
Alice Williams	Citizens Advice	AW	Committee Member
Jon Dixon	Retail Energy Code Company	JD	Subject Matter Expert
Suchitra Hammond	Retail Energy Code Company	SH	Subject Matter Expert
Samantha Briggs	Code Manager	SB	Change Delivery Manager
Lydia Bentley	Code Manager	LBe	Change Analyst
Caroline Freimuller	Code Manager	CF	Change Analyst
James Hardy	Code Manager	JH	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 Alex Travell (Committee Member).

2 CONFIRMATION OF AGENDA

The Chair invited any additional items of business for consideration during the meeting; two additional items of business was raised and would be addressed at the foot of the agenda.

BM advised that currently there were no open actions on the Actions Log.

3 APPROVAL OF THE PREVIOUS MINUTES

The Chair invited Members to provide comments on the draft minutes of the meeting held on 02 July 2024. BM advised that PG had been missed off the attendees list and would be added prior to publishing the final minutes. There were no further questions or comments and RECCP Members approved the minutes as an accurate reflection of the meeting subject to the update to the attendees list.

4 R0119 – ANNULMENT DEFINITION

As the Lead Analyst for R0119, JH provided RECCP Members with an overview of the Final Change Report (FCR).

JH informed Members that the Code Manager had identified parties using Annulments when they should be using other processes. JH advised that the Code Manager believed that a contributing factor to this was the lack of a clear definition.

JH advised that R0119 was proposing to make amendments to paragraphs 10.1 and 10.2 of Schedule 23 – Registration Services to clarify when the annulment process should be used and the requirements for Suppliers. JH highlighted that an amendment was also proposed to the definition of Annulled in Schedule 1.

JH advised that two consultation responses had been received both of which were in support of the change. JH advised that one of the responses suggested alternative wording for the definition which they believed would be easier for the Consumer to understand which the Code Manager had accepted into the change.

JH confirmed that the change was subject to Authority determination due to the requirements on Suppliers as part of the Annulment process. JH advised that the Code Manager recommendation to the Authority is to approve R0119 for implementation on 08 November 2024.

The Chair advised Members that they would be voting to recommend Approval or Rejection to the Authority for the FCR for R0119. RECCP Members noted the contents of the FCR and:

- **AGREED** unanimously recommended approval of the proposed change solution.
- **AGREED** unanimously recommended approval of the proposed implementation approach.
- **AGREED** unanimously recommended approval of the proposed implementation date of 08 November 2024.

5 R0137 - INTRODUCING TPI ASSURANCE AND ACCREDITATION

As the Lead Analyst for R0137, CF provided Members with an overview of the Change Proposal Plan (CPP) and Initial Assessment Report (IAR).

CF informed Members that Energy Suppliers could only work with accredited Third Party Intermediaries (TPIs) who adhere to the principles set out within the REC TPI Code of Practice in their interactions with Non-Domestic Customers.

CF advised that towards the end of 2023 a voluntary TPI Code of Practice had been established as a Category 3 document which TPIs had signed up to agreeing to a set of best practice principles. CF highlighted that R0137 would expand these best practices to the entire Non-Domestic market.

CF advised that through the solution RECCo would be setting up a TPI accreditation scheme. CF confirmed that the change would update Schedule 1 as well as create a new TPI Schedule. Members were informed that as this change impacted competition within the market it would be subject to Authority determination.

CF advised that following the publication of the IAR some suggestions had been made by parties which would be incorporated into the document following the RECCP meeting. CF confirmed that the comments were around confirming that there was no licence impact of the change and adding a user story for API use. CF provided Members with an overview of the milestones within the CP:

	FROM	TO
SERVICE PROVIDER IMPACT ASSESSMENT	05/07/2024	09/08/2024
PARTY IMPACT ASSESSMENT	16/08/2024	09/09/2024
PRELIMINARY CHANGE REPORT ISSUED	08/10/2024	08/10/2024
RESPONSIBLE COMMITTEE REVIEW	15/10/2024	15/10/2024
CONSULTATION	18/10/2024	08/11/2024
FINAL CHANGE REPORT ISSUED	10/12/2024	10/12/2024
RESPONSIBLE COMMITTEE DECISION	17/12/2024	17/12/2024
CHANGE SENT TO AUTHORITY FOR DETERMINATION	18/12/2024	18/12/2024

DTF asked if there had been any considerations made through the change, of new Government direct regulation of TPIs potentially coming sooner than anticipated. JD confirmed that RECCo had been speaking with Department for Energy Security and Net Zero (DESNZ) throughout the progression of the change. JD confirmed that RECCo had produced an FAQ document covering new potential regulation in this area.

JD advised that by the time the change was ready for Authority determination there should be a clear steer from DESNZ on wider TPI regulation.

DTF advised that it would be vital for Suppliers to have access to an up to date list of accredited TPIs as it would be impacting their licence conditions and suggested that the Ombudsman's ADR scheme could be used as a template. JD confirmed that up to date information will be available for Suppliers.

DW also asked if there was a transition period for the accreditation to allow parties. JD advised that the parties have an opportunity to provide their views on the start date through the IA and consultation. There would be a date at which the accreditation scheme comes into effect and an effective date where the obligations on Suppliers to only use accredited TPIs. Within the legal text those two dates were six months apart.

DW advised that the accreditation was a good thing to do and asked for more information on how the audits would be completed on TPIs. JD advised that the audit process was still in development. The current thought process was that the audit would be a desktop document-based audit.

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 R0137 - *Introducing TPI Assurance and Accreditation.*

6 R0182 – LEVELISATION RECONCILIATION ELECTRICITY SINGLE-RATE/MULTI-REGISTER SPLIT

As the Lead Analyst for R0182, LBe provided Members with an overview of the CPP and IAR.

LBe informed Members that R0182 was seeking to introduce the necessary governance and charging amendments to existing PML Reconciliation arrangements to allow for multi-register reconciliation.

LBe advised that the amendments would allow for an ongoing reconciliation that accounts for a split in both single-rate and multi-register Metering Assets. Additionally, it will also allow for a one-off retrospective recalculation for the period dating from the proposed effective implementation date of 01 January 2025 back to the implementation of the original reconciliation mechanism on 01 April 2024. LBe provided Members with an overview of the milestones within the CPP:

	FROM	TO
PARTY IMPACT ASSESSMENT	26/07/2024	09/08/2024
CONSULTATION	30/08/2024	20/09/2024
RESPONSIBLE COMMITTEE DECISION	15/10/2024	15/10/2024
AUTHORITY DETERMINATION SENT	16/10/2024	16/10/2024

DW advised that he was unclear on whether the change was covering the capabilities of the asset or the mode the asset was set to. LB advised that the same comment had been raised by

a party prior to the meeting. LB confirmed that the question had been raised with Ofgem and the Code Manager was awaiting a response. DW added that this would have a significant impact on the change as all smart meters have the capacity to be multi.

LBe 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 R0182 – Levelisation Reconciliation Electricity Single-Rate/Multi-Register Split.

ACTION: RECCP_24_0716_01: Code Manager to confirm whether R0182 was covering the capabilities of the asset or the mode the asset was set to.

7 R0183 - DPI EXTRACT FROM CSS

As the Lead Analyst for R0183, LBe provided Members with an overview of the CPP and IAR.

LBe informed Members that it had emerged that there were data quality issues relating to the Domestic Premises Indicator (DPI) Data Item, where MPxNs have been recorded as having the wrong DPI. LBe advised that this Change has been raised to identify a mechanism by which this issue can be resolved.

LBe advised that the change had been accepted without a fully formed solution and confirmed that a partially formed solution had been developed by the Code Manager. LBe advised that the CPP only contained a window for Solution Development at this stage and confirmed that once a fully formed solution was in place the Code Manager would return to the RECCP with an extended CPP. LBe provided Members with an overview of the milestone within the CPP:

	FROM	TO
SOLUTION ANALYSIS AND DEVELOPMENT	16/07/2024	20/09/2024

LBe 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 R0183 - *DPI Extract from CSS*.

8 CHANGES TO COMMITTEE TERMS OF REFERENCE

SB informed Members that following the approval of R0167 – *Change Improvements*, the Code Manager is proposing minor changes to the Terms of Reference (ToR) for the following Committees, to include references to Issues.

SB advised that the Code Manager believed that the changes could be progressed through a Housekeeping change rather than a formal change and requested views on this approach from Members ex-committee. Members agreed to review the proposed updates on the Collaboration

Space and provide a view on whether the changes could be progressed through the Housekeeping route by 19 July 2024.

9 CHANGE PROPOSAL TRACKER

9.1 R0122 – SDEP REVIEW IMPROVEMENTS (2) – USABILITY

SB advised that the following changes had been withdrawn and would be progressed through R0122:

- R0123 – *SDEP Review Improvements (3) – Look and Feel*.
- R0124 – *SDEP Review Improvements (4) - Reporting.*
- R0126 – *SDEP Review Improvements (6) – SDEP User Guide and Obligations.*

9.2 R0144 – ALLOWING DIFFERENT MEMS TO BE APPOINTED TO IMPORT AND EXPORT METERING POINT

SB informed Members that R0144 had been withdrawn and that a new CP would be raised when the Lead Code was in a position to progress with a change.

10 AOB

10.1 COMMITTEE MEMBER ELECTIONS

BM advised Members that following the closure of the Nomination window on 03 July 2024, the Code Manager would be commencing the election process for Committee seats where more than one nomination was submitted. BM advised that the election period would run from 17 July 2024 to 01 August 2024.