RETAIL ENERGY CODE

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REC CHANGE PANEL MEETING
MEETING MINUTES

MEETING	**RECCP_24_1001**
DATE	**01 0ctober 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
Paul Everett	Non-Domestic Suppliers	PE	Alternate Member
Dave Wright	MEMs	DW	Committee Member
Paul Gath	Independent SME	PG	Committee Member
Sebastian Eyre	Independent SME	SE	Committee Member
Lynne Fallon	Independent SME	LF	Committee Member
Faye Brooks	Citizens Advice	FB	Committee Member
Jonathan Coe	Ofgem	JC	Committee Member
Cristina Ullastre	Ofgem	CU	Alternate Member
Lorna Mallon	Code Manager	LM	Subject Matter Expert
Holly Law	Code Manager	HL	Change Analyst
Harriet Truss	Code Manager	HT	Change Analyst
James Hardy	Code Manager	JH	Change Analyst
Lydia Bentley	Code Manager	LBe	Change Analyst
Gemma Dixon	Code Manager	GD	Change Analyst
Beth Brown	Code Manager	BB	Change Analyst
Caroline Milner	Code Manager	CM	Technical Analyst
Bradley Mercer	Code Manager	BM	Secretary

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; one additional item of business was raised. BM advised that there were currently 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 17 September 2024. BM advised that non-material changes had been suggested to the minutes in advance of the meeting. RECCP Members had no further comments on the minutes and approved them as an accurate reflection of the meeting subject to the amendments being made.

4 R0178 - IMPROVEMENTS TO CSS BUSINESS PROCESS LOGIC

As the Lead Analyst for R0178, JH provided Members with an overview of the Proposal Plan Change Report.

JH informed Members that R0178 was aimed towards rectifying a collection of issues that were identified with the Central Switching Service (CSS) Business Process Logic. JH advised that these had been identified as follows:

- Deactivation of an active Registration whilst in-flight Switch in progress.
- Deactivation of a prior cancelled Registration.
- One Fail All Fail (OFAF) Switch containing multiple MPxN.

JH provided Members with an overview of the milestones within the Change Proposal Plan:

Milestone	Activity	From	To
Definition		**11-Jun-24**	**28-Feb-25**
	Solution Development	June	February
	Service Provider Impact Assessments	August	December
	Solution Refinement	January	January
	Party Impact Assessment	February	February
Change Proposal		**01-March-25**	**25-Apr-25**
	Business Case Assessment	March	March
	Consultation	March	April
	Final Determination	April	April
Voting		**03-Jun-25**	**03-Jun-25**
	Appeal Window	03-Jun-25	17-Jun-25

Members noted the milestones and had no comments or questions on the Change. JH 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 Proposal Plan. RECCP noted the contents of the Proposal Plan and:

- **AGREED** unanimously to approve the Proposal Plan for R0178 - *Improvements to CSS Business Process Logic.*

5 R0208 - ADDING THE DIP RULES TO THE CCSG TOR

As the Lead Analyst for R0208, GD provided an overview of the Proposal Plan and Consultation Change Report.

This Change Proposal seeks to update the Cross Code Steering Group (CCSG) Terms of Reference (ToR), to reflect the role of the Data Integration Platform (DIP) Manager introduced as part of the Market-Wide Half Hourly Settlement (MHHS) Programme. GD provided Members with an overview of the milestones within the Proposal Plan:

Milestone	Activity	From	To
Change Proposal		**29-August-24**	**03-December-24**
	Business Case Assessment	September	September
	Consultation	October	October
	Final Determination	November	November
Voting		**03-December-24**	**03-December-24**
	Appeal Window	December	December

GD informed Members that the change contained a fully formed solution and that the Code Manager was proposing to take the change immediately to the consultation phase. Members noted the milestones and had no comments or questions on the Change.

GD 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 Proposal Plan and to confirm that the Change Report contained sufficient information and detail to progress to consultation. RECCP noted the contents of the Proposal Plan and:

- **AGREED** unanimously to approve the Proposal Plan for R0208 – *Adding the DIP Rules to the CCSG ToR*.
- **AGREED** unanimously that the solution has sufficient information and detail to progress to consultation

6 R0210 – EVOLUTION OF THE CRS PERFORMANCE CHARGE

As the Lead Analyst for R0210, LBe provided Members with an overview of the Proposal Plan Change Report.

LBe informed Members that R0201 was seeking to update the mechanism which delivers Performance Charges for the Centralised Registration Services (CRS) Provider. LBe advised that the proposed updates would ensure that core areas of CRS function have differential Performance Charge weightings determined by their relative criticality. LBe provided Members with an overview of the milestones within the Proposal Plan:

Milestone	Activity	From	To
Definition		**06-Sep-24**	**13-Oct-24**
	Impact Assessment	September	October
	Solution Refinement	October	October
Change Proposal		**14-Oct-24**	**25-Nov-24**
	Business Case Assessment	October	October
	Consultation	October	November
	Final Determination	November	November
Voting		**26-Nov-24**	**26-Nov-24**
	Appeal Window	November	December

Members noted the milestones and had no comments or questions on the Change. LBe informed Members that the Code Manager was proposing that the RECCP the Responsible Committee for the change. The Chair advised Members that they would be voting to approve or reject the Proposal Plan. RECCP noted the contents of the Proposal Plan and:

- **AGREED** unanimously to approve the Proposal Plan for R0210 – *Evolution of The CRS Performance Charge*.

7 UPDATE TO THE RECTEP TERMS OF REFERENCE – DIP MANAGER

BB provided Members with an overview of the request advising that as part of the delivery of MHHS the DIP Manager would need to be present at RECTEP meetings. BB advised that their role would be assess changes and provide expert insight into the process. BB confirmed that the DIP Manager would not be a voting Member on the Panel.

BB provided Members with an overview of the proposed update to Section 5.6 of the RECTEP ToR which would formally invite to DIP Manager to attend RECTEP meetings. Members noted the request and confirmed that they were comfortable with the proposed change to the ToR and did not believe that a consultation on the change was necessary.

The Chair informed Members that they would be voting to approve the changes to the RECTEP ToR, approve that a consultation was not required and approve an implementation date of 11 October 2024. RECCP Members noted the request and:

- **AGREED** unanimously to approve updates to the RECTEP ToR, to allow the DIP Manager to be invited to RECTEP meetings.
- **AGREED** unanimously that a consultation was not required.
- **AGREED** unanimously to approve an implementation date of 11 October 2024.

8 CHANGE PROPOSAL TRACKER

8.1 ISSUES UPDATE

HL provided Members with an update on the current open issues which is available on slides 8 and 9.

8.2 R0072 – INTRODUCTION OF A NEW METER ASSET CONDITION CODE

HL advised that despite earlier acceptance of the Change Proposal, the Code Manager believes that the proposal is not relevant to the REC and cannot progress any further. HL highlighted that R0072 had been rejected and raised to Ofgem to consider further.

8.3 R0155 – CHANGE OF TENANCY: EVIDENTIARY STANDARDS & TIMESCALES

JH advised that the Party Impact Assessment period for R0155 had closed on 27 September 2024 and the Code Manager is currently reviewing and collating responses. JH confirmed that these would be shared with RECCP Members as soon as possible, and the Code Manager would return to the RECCP with an updated Change Report ahead of the next stages of the Change Process in due course. Prior to this, the Change will also be renamed to Change of Occupier, rather than Change of Tenancy, to reflect accurate legal terminology.

9 AOB

9.1 JANUARY 2025 MEETING

BM advised that the Code Manager was proposing to cancel the RECCP meeting scheduled for 07 January 2025 due to its proximity to the Christmas period. RECCP Members agreed with the proposal and noted that the first RECCP meeting of 2025 would be held on 21 January 2025