RETAIL ENERGY CODE

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REC CHANGE PANEL MEETING
MEETING MINUTES

MEETING	**RECCP_24_1105**
DATE	**05 November 2024, 14:30**
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
Sarah Jones	Independent SME	SJ	Alternate Member
Sebastian Eyre	Independent SME	SE	Committee Member
Lynne Fallon	Independent SME	LF	Committee Member
Cristina Ullastre	Ofgem	CU	Committee 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
Caroline Milner	Code Manager	CM	Technical Analyst
Brogan McNess	Code Manager	BMN	Observer
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) and Paul Gath (Committee Member).

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 15 October 2024. There were no comments from Members and the minutes were approved as an accurate reflection of the meeting.

4 R0155 – CHANGE OF OCCUPIER: EVIDENTIARY STANDARDS AND TIMESCALES

As the Lead Analyst for R0155, JH provided Members with an overview of the Consultation Change Report.

JH informed Members that R0155 was seeking to address industry concerns with the Non-Domestic Change of Occupier (CoO) process identified by Non-Domestic Suppliers, Third Party Intermediaries (TPIs) and Consumers to bring improvements to the CoO process.

JH advised that following the closure of the Party impact assessment on 27 September 2024, this Change Proposal was formally renamed from 'Change of Tenancy: Evidentiary Standards and Timescales' to 'Change of Occupier: Evidentiary Standards and Timescales' to accurately reflect the appropriate legal terminology.

JH advised that following the development of the solution at industry working groups throughout 2024, the proposed solution was issued for Party impact assessment (IA). JH advised that 18 IA responses had been received from 12 Suppliers, one TPI, three Trade Associations and two Consumer Representative groups.

JH advised that the responses were broadly in support of the introduction of a new REC Schedule to govern the process. JH advised that some small tweaks to the wording of the legal text solution had been made following comments received as part of the IA. JH advised that a lot of feedback had been received from parties around the performance assurance element of the solution. He also confirmed that with the support of the REC Performance Assurance team, responses had been provided to the parties and listed within the IA Response document. JH informed Members that the Code Manager was proposing to send the following documents for consultation:

- Updated draft Schedule.
- Updates to Schedule 23.
- Performance Assurance Reporting Catalogue extract.
- 2 non-mandated guidance documents.

JH advised that in advance of the meeting the updated Change Report had been issued on the Portal and two parties had submitted comments. JH advised that one party was requesting further clarity on the Performance Assurance Reporting Catalogue (PARC). JH advised that the second comment was suggesting an update to the guidance document in response to an IA comment.

BA advised that his company had raised an Alternative solution to R0155 and had been in conversations with RECCo and the Code Manager around the next steps of the process, BA asked if this would be included as part of the consultation Change Report. JH confirmed that the Alternative submission had been made after the publication of the Change Report and as such would be rejected. However, a summary of the Alternate and the reason for the rejection would be included in the final change report.

The Chair informed Members that they would be voting to approve that the Change Report contained sufficient information and detail to progress to consultation. RECCP Members noted the contents of the Change Report and:

- **AGREED** unanimously that the Change Report contains sufficient information and detail to progress to consultation.

JH informed Members that the Definition phase of this Change Proposal has now been completed. JH advised that ahead of consultation, the Code Manager was now in a position to provide the remainder of the Proposal Plan up until the date of requesting Authority determination. JH provided Members with an overview of the proposed milestones within the Proposal Plan:

Change Proposal		**18-Oct-24**	**16-Dec-24**
	Business Case Assessment	18 October	29 October
	Update to Responsible Committee	05 November	05 November
	Consultation	05 November	26 November
	Final Determination	27 November	10 December
	Change Report Published for Comments	10 December	16 December
Voting		**17-Dec-24**	**17-Dec-24**
	Responsible Committee Vote	17 December	17 December
	Issued for Authority Determination	18 December	18 December

The Chair informed Members that they would be voting to approve or reject the Proposal Plan extension. RECCP Members noted the milestones and:

- **AGREED** unanimously to the approve the Proposal Plan Extension.

5 R0209 - IMPLEMENTATION OF MHHS ARRANGEMENTS

HT provided Members with an overview of the Authority Determined Final Recommendation Change Report for R0209.

HT informed Members that the solution had been subject to a 15 Working Day consultation which ran from 18 September 2024 to 09 October 2024. HT advised that there had been six full responses, and one high level response, which were overall supportive of the change and the additions had been made following Market Wide Half-Hourly Settlement (MHHS) Programme Milestone 6.

HT advised that respondents had provided comments on the Legal Text. HT advised that there were no resulting changes to the Legat Text from the comments on Schedule 23 and Schedule 28. However, the Code Manager has acknowledged that further clarity needs to be developed with the MHHS Programme on relationships across Metering Points that are and are not MHHS-migrated. HT advised that a number of suggested minor updates across some of the Legal Text have been included.

HT informed Members that in addition to the comments received during the consultation, additional drafting gaps had been identified by the MHHS Project team within the Legal Text for Schedule 14. HT confirmed that updates had been made to ensure that there was consistency with the data specification drafting and the MHHS design. HT advised that the updates were detailed within the solution report and confirmed that they had been endorsed by the MHHS Programme Cross Code Advisory Group (CCAG). HT advised that the following documents had been updated:

- Schedules 1, 14, 23, 28, 30, XX Migration.
- Electricity Enquiry Service (EES) Service Definition.
- Solution Development Report.

HT reiterated that all of the updates were captured within the Change Report and confirmed that there were no impacts on the business case. HT advised that the Code Manager recommended that RECCP Members recommend approval of R0209 for implementation in line with the MHHS Programme Milestone M8 'Code changes delivered' to the Authority.

The Chair informed Members that they would be voting on a recommendation to the Authority for R0209. RECCP Members noted the contents of the change and:

- **AGREED** unanimously to recommend approval of proposed change solution to the Authority.
- **AGREED** unanimously to recommend approval of the proposed implementation approach to the Authority.
- **AGREED** unanimously to recommend approval of the proposed implementation in line with MHHS Programme Milestone M8 'Code changes delivered' to the Authority.

6 R0203 – CSS RETRY STAREGY

As the Lead Analyst for R0209, HL provided Members with an overview of the Housekeeping Change Report.

HL informed Members that R0209 was looking to fix an error identified with R0206 Cross code change to align with Balancing and Settlement Code (BSC) CP1598. HL advised that BSC CP1598 had been raised to add six scenario variants to four Market Messages that have been identified as missing. HL highlighted that the REC Energy Market Data Specification contains a number of Market Message scenario variants used in BSC processes.

HL advised that the legal text for R0206 approved at Change Panel on 15 October 2024, had a change to one of the scenario variants (SV00474) that was not clear as it was not red lined. The change was to the owner of the scenario variant from the Retail Energy Code Company (RECCo) to the Balancing and Settlement Code Company (BSCCo). HL added that the red lining for SVCC's was also incorrect as it deleted RECCo as the owner, when in fact it is a new scenario variant so there is no previous owner.

The Chair informed Members that they would be voting to approve or reject the Housekeeping Change Report for implementation on 08 November 2024. RECCP Members noted the contents of the paper and:

- **AGREED** unanimously to approve the Housekeeping Change Report for implementation on 08 November 2024.

7 CHANGE PROPOSAL TRACKER

7.1 I0204 – SEQUENCE ORDER OF CSS00200 MESSAGE

HL informed Members that the issue had been withdrawn and would be progressed under MHHS CR056.

8 AOB

8.1 REC ENGAGEMENT DAY

BM informed Members that the Code Manager was hosting a REC Engagement Day on 06 November 2024 and encouraged Members to sign up to attend by email to enquiries@recmanager.co.uk.