RETAIL ENERGY CODE

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REC CHANGE PANEL MEETING
MEETING MINUTES

MEETING	**RECCP_25_0121**
DATE	**21 January 2025, 13:00**
LOCATION	**By teleconference**

Attendee	Representing	Initials	Role
Lindsay Biginton	Retail Energy Code Company	LB	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
Sebastian Eyre	Independent SME	SE	Committee Member
Lynne Fallon	Independent SME	LF	Committee Member
Paul Gath	Independent SME	PG	Committee Member
Alice Williams	Consumers	AW	Committee Member
Cristina Ullastre	Ofgem	CU	Committee Member
Lorna Mallon	Code Manager	LM	Subject Matter Expert
Paul Witton-Dauris	Code Manager	PWD	Head of Change
Caroline Mettam	Code Manager	CM	Technical Change Analyst
Caroline Freimuller	Code Manager	CF	Change Analyst
Florentina Monea	Code Manager	FM	Change Analyst
Holly Law	Code Manager	HL	Change Analyst
Luke Coyle	Code Manager	LC	Change Analyst
Lydia Bentley	Code Manager	LBe	Change Analyst
James Hardy	Code Manager	JH	Change Analyst
James Rees	Code Manager	JR	Secretariat

1 INTRODUCTIONS

The Chair welcomed attendees to the meeting of the REC Change Panel (RECCP). The Chair also welcomed JR to the meeting and explained he will be taking over the Secretariat duties for RECCP for the next few months.

2 CONFIRMATION OF AGENDA

The Chair invited any additional items of business for consideration during the meeting; no additional items of business were raised. JR advised that there were currently no open actions on the Actions Log.

3 APPROVAL OF PREVIOUS MINUTES

RECCP Members unanimously approved the draft minutes of the previous meeting held on 17 December 2024. The approved minutes will be published as 'final' and made available via the Portal no later than 22 January 2025.

4 R0226 – IN-YEAR CRS BUDGET AMENDMENT

HL provided Members with an overview of the Final Recommendation Change Report for R0226.

HL informed Members in November 2023, the Data Communications Company (DCC) submitted it's budget for providing the Centralised Registration Service (CRS) for the Financial Year 2024-2025. HL advised the confirmed budget was £16.4m, however during quarter three of the financial year 2024-2025, the DCC identified through delivering efficiencies not identified when the budget was originally set, a saving of £3.2m could be made.

HL highlighted once the budget for CRS charges in a Financial Year has been agreed or determined under Clause 9 of the REC Main Body, it shall only be amended if the amendment is approved under the Change Management Schedule.

HL informed Members that following advice from REC legal advisors, this amendment should be facilitated by the RECCP. HL advised should RECCP approved the Code Manager recommendation, the underspend will be returned to RECCo as a reduction against the charges for CRS for January – March 2025.

RECCP Members noted the contents of the Final Recommendation Change Report and:

- **AGREED** to approve the in-year CRS budget amendment with immediate effect.

5 R0096 – CSS MESSAGE REGENERATION FUNCTIONALITY

As the Lead Analyst for R0096, LB provided Members with an overview of the Change.

LB informed Members that R0096 is seeking to rectify an issue with the Central Switching Service (CSS) architecture. LB advised there have been incidents where the CSS has failed to generate Market Messages, and therefore they have not been delivered to the intended recipient. LB highlighted there is currently no mechanism for the Market Messages to be re-generated.

LB noted as these messages pertain to switching and impact both the Supplier and the Consumer, resulting in a poor experience and outcome. LB informed Members this change has been raised to explore the introduction of new functionality, which will allow CSS to identify and re-generate messages which have failed initial generation.

LB advised there is no cross-code impact expected with this change. LB highlighted RTS have been working to identify a proposed solution with the Technical Change Workshop. LB informed members as this change has been raised with a fully formed solution, it is currently under the Impact Assessment phase with the DCC.

PG challenged the timescales around the Impact Assessment within this Proposal Plan. PG advised timings for the Impact Assessment phase seems to be excessive, especially considering there is already a fully formed solution in place. PG asked if the implementation of this change can be accelerated. LB advised they are expecting a lot of engagement during this change process, therefore they may have over-estimated the timeframes for the Impact Assessment and Solution Refinement, to allow parties to have enough time to provide feedback. LB informed Members if the engagement from Parties is smaller than anticipated, the timings can be bought forward.

Action RECCP_25_0121_05_01 – The Code Manager to investigate whether the implementation of R0096 can be accelerated. – Closed at meeting.

CM informed Members the timings of the Impact Assessment phase have been set in a way to incorporate a fully detailed design phase. CM advised there will be a 12-week mobilisation period, which will be followed by the full design period. CM highlighted all these elements of the proposed solution will be detailed in the Consultation period for this change. CM advised the mobilisation timeframes will be investigated for future changes, to identify whether it can be reduced in certain instances.

DW asked for clarity around whether this change looks to resolve historical issues retrospectively, or just future issues surrounding CSS message regeneration. DW advised this would need to be clearly defined in the Solution Development phase. LB agreed to engage with RTS to identify whether this change will help resolve historical issues, or just future issues surrounding CSS message regeneration.

Action RECCP_25_0121_05_02 – The Code Manager to investigate whether the implementation of R0096 will help resolve historical issues, or just future issues surrounding CSS message regeneration. – Closed at meeting.

CM informed Members the monitoring will only commence from the implementation date of the change, therefore it wouldn't be able to resolve historical issues.

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

Milestone	Activity	From	To
Change Proposal		**21 Jan 25**	**28 Oct 25**
	Impact Assessment	January	July
	Solution Refinement	July	August
	Business Case Assessment	August	August
	Consultation	August	September
	Final Determination	October	October
Voting		**29 Oct 25**	**29 Oct 25**
	Appeal Window	October	October

RECCP Members noted the contents of the Proposal Plan and:

- **AGREED** to approve the Proposal Plan for R0096.

6 I0187 – SCHEDULE 8 REVIEW AND BEST PRACTICE GUIDANCE DEVELOPMENT

As the Lead Analyst for I0187, JH provided Members with an overview of the Issue.

JH informed Members that Schedule 8 – Unbilled Energy Code of Practice outlines the relationship between Network Parties and Energy Suppliers, in respect of Energy Theft. JH advised their obligations are to identify and to resolve situations, by taking appropriate actions. JH noted REC Schedule 8 has not been reviewed since it was introduced at REC go-live. JH advised the Code Manager and RECCo agreed Schedule 8 should be reviewed to ensure it is up to date, to understand if there are any conflicts with best practice and identify any gaps or duplication.

JH informed Members that alongside this review, a best practice guidance document will be created, to align current processes and obligations. JH advised it is expected that the guidance document will be developed as a Category 3 document, however this will be defined further as the Solution Development phase progresses.

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

Milestone	Activity	From	To
Definition		**26 Sept-24**	**30 June-25**
	Solution Analysis	September	March
	Solution Development	March	June

RECCP Members noted the contents of the Proposal Plan and:

- **AGREED** to approve the Proposal Plan for I0187.

7 I0196 – REQUIRING THE SUPPLIER/SHIPPER TO VALIDATE AND ENRICH THE DATA FROM THE MEM PRIOR TO UPDATING THIS IN CDSP

As the Lead Analyst for I0196, LB provided Members with an overview of the Issue.

LB informed Members that this issue was raised by the REC Performance Assurance (RPA) function of the REC Code Manager. LB advised following investigation; RPA believe there is a need to improve several processes pertinent to MAM's that contribute to gas data quality issues.

DT asked whether this is a new or a historical issue. LM advised this change has been raised following the Supply Point Administration Agreement (SPAA) reporting, which was implemented for Meter Asset Manager's (MAM's) to conduct an annual reconciliation of their data against the Central Data Service Provider (CDSP). LM highlighted this was never completed before the REC went live and has been raised following RPA's findings.

LB informed Members there will be a data led engagement approach with Parties to enable the best proposed solution to be implemented. LB advised this change will be presented at several industry forums, in the hope of gathering feedback on the volumes of data mismatches. DW noted no data reconciliation was historically conducted with Approved Meter Installer's (AMI's), acting as MAM's. DW advised it would be beneficial to widen the scope of the reconciliation and include AMI's who act as MAM's. LB informed Members this will be picked up as part of the change process.

AT confirmed their approval of the approach, advising it will be beneficial to gain as much engagement as possible on this change. AT advised it could be beneficial to engage with Meter Asset Provider's (MAP's), as part of the proposed solution. LB agreed MAP's will be engaged with during the change process for I0196. LM informed Members there has been engagement with MAP's on other REC changes and issues, therefore there will not be an issue in obtaining their engagement on this change.

AT challenged the timescales set out in the Proposal Plan. AT advised it seems that a lot of feedback is hopeful of being obtained and asked whether the timescales were realistic. LB expressed their optimism of having this completed within the proposed timescales, however if they need extending, they can be bought back and voted on ex-committee. AT informed Members I0196 can be added to the Change Proposal Tracker, and regular updates can be provided to Members on the progression of this change.

LM informed Members this change could possibly have a cross-code impact, however this is not definitive at this stage.

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

Milestone	Activity	From	To
Definition		**12 Jan 25**	**30 Apr 25**
	Solution Development	January	April
	Legal Review	April	April
	Impact Assessment	April	April
	Solution Refinement	April	April

RECCP Members noted the contents of the Proposal Plan and:

- **AGREED** to approve the Proposal Plan for I0196.

8 I0224 – AGILE REPORTING WITHIN CSS

As the Lead Analyst for I0224, LB provided Members with an overview of the Issue.

LB informed Members that as part of the Impact Assessment for R0115, it was identified that it is very costly and time consuming to make reporting changes within the CSS architecture. LB advised the Code Manager is looking to explore enabling agile reporting within the CSS ecosystem, by creating a functionality that consolidates all necessary data into a single, centralised database.

LB advised as the number of change requests increases, the CSS architecture may struggle to cope with the increasing volume and complexity of reporting changes. LB highlighted I0224 has been raised to potentially create a mechanism to help CSS better cope with system demands.

LB informed Members no cross-code impact has been identified at this stage.

LB advised a comment has been received from a REC Party, showing their support but being mindful of what the governance would be over report requests and use cases for the date being fully defined. LB highlighted this comment has been taken under consideration by the Code Manager and will ensure this is picked up under the Solution Development process.

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

Milestone	Activity	From	To
Definition		**06 Jan 25**	**31 Mar 25**
	Impact Assessment	January	March
	Solution Development	January	March
	Legal Review	March	March
Change Proposal		**01 Apr 25**	**24 Jun 25**
	Business Case Assessment	April	April
	Consultation	April	May
	Solution Refinement	May	May
	Final Determination	June	June

Voting		**25 June 25**	**25 June 25**
	Appeal Window	June	June

RECCP Members noted the contents of the Proposal Plan and:

- **AGREED** to approve the Proposal Plan for I0224.

9 I0212 – PROTECTING CRIMESTOPPERS AND THEIR CONTACTS

As the Lead Analyst for I0212, FM provided Members with an overview of the Issue.

FM informed Members whilst Crimestoppers don't believe a breach has taken place, there has been several incidents over the last 12 months of Suppliers sharing more information than deemed necessary. FM advised Crimestoppers have proposed amendments to REC Schedule 7 to reinforce the obligations and potential consequences for a breach of the agreement in place.

FM informed Members I0212 was raised as an Issue to allow a legal review to be conducted of the proposed solution and legal text by REC legal advisors. FM advised the legal review was completed in October 2024.

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

Milestone	Activity	From	To
Definition		**14-January-25**	**03-March-25**
	Solution Review	January	March
Change Proposal		**03-March-25**	**29-April-25**
	Business Case Assessment	March	March
	Consultation	March	April
	Final Determination	April	April
Voting		**29-April-25**	**29-April-25**
	Appeal Window	April	May

RECCP Members noted the contents of the Proposal Plan and:

- **AGREED** to approve the Proposal Plan for I0212.

10 R0217 – AMENDING CONTRACTUAL OBLIGATIONS FOR SIPS AT NON-DOMESTIC PREMISES

As the Lead Analyst for R0217, CF provided Members with an overview of the Change.

CF informed Members that Safe Isolation Providers (SIPs) have identified that section 21 of REC Schedule 14 is too restrictive, or not relevant to Non-Domestic Premises. CF advised the

obligations currently state that SIP's can only contract with the Premises owner. However, for Non-Domestic Premises, the occupier will often have rights allowing them to conduct these works.

CF informed Members R0217 proposes amending the legal text in section 21 of REC Schedule 14 to provide separate obligations for Domestic and Non-Domestic premises that are relevant to these different market segments.

CF advised a comment has been received from a REC Party, highlighting the Change Proposal doesn't cover that this work is completed at Whole Current meter points. CF informed Members the REC Party advised they believe this should be drawn out within the Change Proposal and considered within the cost benefit analysis. CF highlighted this doesn't affect the work SIPs are doing on site, it only affects how they contract with Non-Domestic Consumers/Premises.

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

Milestone	Activity	From	To
Definition		**09-Dec-24**	**21-Jan-25**
	Code Manager Assessment	December	January
Change Proposal		**22-Jan-25**	**11-Mar-25**
	Business Case Assessment	January	February
	Consultation	February	February
	Solution Refinement	February	March
	Final Determination	March	March
Voting		**12-Mar-25**	**12-Mar-25**
	Appeal Window	13-Mar-25	27-Mar-25

RECCP Members noted the contents of the Proposal Plan and:

- **AGREED** to approve the Proposal Plan for R0217.

11 I0218 – PROPOSAL TO ENABLE BROADER USE OF REL DATA FOR NON-SWITCHING APPLICATIONS

As the Lead Analyst for I0218, LC provided Members with an overview of the Issue.

LC informed Members I0218 has been raised to allow more broader use of Retail Energy Location (REL) data. LC advised the Change Proposal plan does not extend beyond solution analysis and development. LC highlighted a full understanding of the solution is required prior to the planning of Impact Assessment activity and subsequent change process actions.

LC informed Members a comment has been received from a REC Party, questioning some of the assertions made within the Change Report Proposal Plan. LC advised they have also mentioned that REC Schedule 29 does not reference the Unique Property Reference Number (UPRN), and section 1.4 of Schedule 29 merely restricts the use of the REL address. LC highlighted these comments will be taken on board as this change is progressed into the Solution Development phase.

AT asked how the licensing process will work under this change. LM informed Members this data will be available for Parties if they want to use it, but it's not going to be made available for Parties who can provide evidence of their license. LM advised the current intention is not to amend data flows. AT asked who would do the checks to ensure the correct Parties are accessing this data. LM advised that a Data Access process is already in place, and this could fit into that.

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

Milestone	Activity	From	To
Definition		**05-Dec-24**	**30-Apr-25**
	Solution Development	December	April

RECCP Members noted the contents of the Proposal Plan and:

- **AGREED** to approve the Proposal Plan for I0218.

12 I0225 – CLARIFICATION ON TDIS PORTFOLIO TRANSFERS ON SALE

As the Lead Analyst for I0225, FM provided Members with an overview of the Issue.

FM informed Members that the Theft Detection Incentive Scheme (TDIS) exists to incentivise Suppliers to resolve Energy Theft. FM advised section 3.8 of Annex 3 of REC Schedule 7 sets out the actions the Code Manager should take where one Supplier takes over the contracts of another.

FM informed Members the terminology in section 3.8 of Annex 3 of Rec Schedule 3 requires clarity or additional explanation to allow consistent understanding across all REC parties, FM highlighted I0225 has been raised as an Issue to allow for legal review of the proposed solution and legal text by REC legal advisors.

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

Milestone	Activity	From	To
Definition		**06 Jan 25**	**31 Mar 25**
	Impact Assessment	January	March
	Solution Development	January	March
	Legal Review	March	March
Change Proposal		**01 Apr 25**	**24 Jun 25**
	Business Case Assessment	April	April
	Consultation	April	May
	Solution Refinement	May	May
	Final Determination	June	June
Voting		**25 June 25**	**25 June 25**
	Appeal Window	June	June

RECCP Members noted the contents of the Proposal Plan and:

- **AGREED** to approve the Proposal Plan for I0225.

13 R0229 – SUPPLY POINT ENQUIRY API TECHNICAL SPECIFICATION UPDATES

As the Lead Analyst for R0229, LC provided Members with an overview of the Change.

LC informed Members the Application Programming Interface (API) Technical Specification specifies a specific output when parties use the gas API. LM advised this is factually incorrect in the guidance document. LM highlighted Xoserve have provided details of what the correct output should be and R0229 has been raised to update the Technical Specification.

LC advised the Code Manager has determined no Party Impact Assessment is required, as there will be no material impacts on Parties other than the guidance being updated.

PG challenged the timeframes set out in the Change Proposal Plan. PG highlighted R0229 should meet the requirements for a house-keeping change. HL advised that, following a code manager review, this change was assessed as not being non-material or non-consequential, meaning it did not meet the requirements for a non-consequential change.

HL asked Members if they would approve R0229 as a house-keeping change. Several Members agreed they would approve this change as a house-keeping change. HL explained there is already a house-keeping change scheduled for implementation in February 2025, therefore they will add it to this Change and agree with the proposer to withdraw R0229.

Action RECCP_25_0121_13_01 – The Code Manager to Agree with the proposer to withdraw R0229 and add it to the already scheduled house-keeping change being implemented for February 2025. – Closed at meeting.

The Chair informed Members the Change Report Proposal Plan for R0229 will not be voted on.

14 CHANGE PROPOSAL TRACKER

14.1 R0163 – THEFT DETECTION INCENTIVE SCHEME (TDIS) REPORTING PERIOD

HL informed Members on 13 January 2025, R0163 was withdrawn at the proposers request. HL advised following the consultation responses, the proposer noted all concerns raised regarding increased administrative costs. HL highlighted the proposer wishes to explore ways of reducing those before coming back to the issue of more frequent TDIS reconciliation.

14.2 I0232 – NON-DOMESTIC CHANGE OF OCCUPIER SDEP SCREENS (R0155 SOLUTION)

HL informed Members I0232 has been raised to develop the dedicated Non-Domestic Change of Occupier Secure Data Exchange Portal (SDEP) screens, that were not possible as part of

R0155. HL advised if this issue progresses with a developed solution, it will replace the temporary workaround in the R0155 solution.

14.3 I0233 – INTRODUCTION OF AN ENERGY THEFT UNIT (ETU) UNDER THE REC

HL informed Members this proposal is seeking to introduce the ETU under the REC. HL advised this unit will be provisioned by the City of London Police to investigate and prosecute identified organised Energy Theft and associated crime.

DW asked if other Police Forces have been consulted to see if this will be beneficial for them. LF explained City of London Police operate a variety of different funded police units and operates nationally. LF advised they are the lead Police unit for fraud and no other Police unit have offered a similar proposal.

AT asked what the potential timescales would be for this issue. LF advised if the Change Proposal is approved, the estimated implementation is October 2025. LF highlighted although this Change seeks to introduce an ETU under the REC, the hope is additional work can be explored with other Police work areas to identify key issues which need to be addressed.

14.4 I0234 – INTRODUCTION OF AN ENERGY THEFT REFERRAL ASSESSMENT SERVICE UNDER THE REC

HL informed Members this proposal seeks to establish a Referral Assessment Service (RAS) as a new REC service and embedding it within REC governance.

14.5 IO235 – MISSING SCENARIO VARIANT (DNO TO MOA) IN DO179

HL informed Members within Marketwide Half Hourly Settlement (MHHS) Systems Integration Testing (SIT), there is a scenario where the Licensed Distribution System Operator (LDSO) generates a D0139 to the Metering Service (MS) for a Prepayment Meter (PPM), but the requirement is for the MS to generate a D0179. HL advised there is a gap in the D0179 data required and that provided on the D0139. HL highlighted the LDSO currently only generates the D0179 to the Supplier, however not to the Meter Operator (MOP) and the only change under MHHS is to add the new variant Metering Service (Smart).

14.6 I0236 – REC PARTY AUTO DE-ACCESSION PROPOSAL

HL informed Members this issue has been raised to update the REC, to allow the option of any Party who has not proceeded to pursue certification within 12 months of Accession, to be removed without further contact with or confirmation from that Party. HL advised if the Party has not contacted the REC Code manager in at least 6 months to indicate they wish to remain acceded, they will also be removed.

14.7 I0237 – ERRONEOUS SWITCH REVIEW

HL informed Members the current solution for Erroneous Switches resolution is failing Consumers. HL advised there are gaps in the process and several areas need to be considered for review.

15 ANY OTHER BUSINESS

No additional business was discussed. The Chair closed the meeting.