RETAIL ENERGY CODE

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REC CHANGE PANEL MEETING
MEETING MINUTES

MEETING	**RECCP_25_0415**
DATE	**15 April 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
Faye Brookes Lewis	Consumers	FB	Committee Member
Cristina Ullastre	Ofgem	CU	Committee Member
Lorna Mallon	Code Manager	LM	Subject Matter Expert
Caroline Mettam	Code Manager	CM	REC Technical Services
Paul Witton-Dauris	Code Manager	PW	Head of Change
Caroline Freimuller	Code Manager	CF	Change Analyst
James Hardy	Code Manager	JH	Change Analyst
Mica Thomas	Code Manager	MT	Change Analyst
James Rees	Code Manager	JR	Secretariat

1 INTRODUCTIONS

The Chair welcomed attendees to the meeting of the REC Change Panel (RECCP). JH welcomed Mica Thomas to the meeting. Mica has recently joined the REC Change Team as a Change Analyst and is attending the meeting as an observer.

2 CONFIRMATION OF AGENDA

The Chair invited any additional items of business for consideration during the meeting; no additional items of business were raised.

3 APPROVAL OF PREVIOUS MINUTES

RECCP Members unanimously approved the draft minutes from the previous meeting held on 01 April 2025. The approved minutes will be published as 'final' and made available via the Portal no later than 16 April 2025.

4 ACTIONS LOG

JR provided Members with an overview of the Actions Log:

RECCP_25_0401_07_01 – The Code Manager to review the general frequency of Change Panel meetings – Closed

JR informed Members rather than change the frequency of Change Panel meetings, the Code Manager's preferred approach is to change the timings. JR advised they are currently in the diary to finish at 4pm, and the intention is to change future Change Panel meetings to finish at 3pm. JR highlighted if members agree with this approach, updated invites will be sent ahead of the next scheduled meeting. Change Panel Members agreed and were happy for this action to be closed.

RECCP_25_0401_07_02 – The Code Manager to look at the timings potentially involved in discussing R0241 and send Members a placeholder for when the meeting can take place - Open

JR informed Members a placeholder for R0241 will be sent to Members ahead of the next scheduled meeting. Change Panel Members agreed to keep this action open for the time being.

5 R0162 – ACCESS TO SDES FOR GAS NETWORKS

As the Lead Analyst for R0162, CF provided an overview of the Change.

CF informed Members that when the Secure Data Exchange Services (SDES) was developed, before migration to the REC, Gas Transporter's (GT's) were not included. CF advised they were deemed out of scope, as their main interaction were with Shippers, rather than Energy Suppliers. CF highlighted that more recently, it has become clear that GT's do send queries directly to Energy Suppliers, including Meter Point Reference Number (MPRN) level data. There is now a requirement for a secure means of transferring the data. CF explained the current means of transferring data is through email, which may or may not be secure and can be inefficient, as there is no central list of contacts.

CF informed Members this change will be discussed at the Cross Code Steering Group (CCSG) to determine if there are any Cross Code impacts. CF advised the Code Manager is only providing a plan as far as Service Provider Impact Assessment at this time, as the outcome of that Impact Assessment will be used to inform the further stages and timelines of the plan.

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

Milestone	Activity	From	To
Definition		**24-Mar-25**	**31-Aug-25**
	Solution Development	March	April

Party Impact Assessment	April	April
Solution Refinement	April	May
Service Provider Impact Assessment	May	August

RECCP Members noted the contents of the Proposal Plan and:

- **AGREED** to approve the Proposal Plan for R0162.

6 I0179 – PROPOSAL FOR LIMITING QUERIES IN EES API CALLS (SINGLE QUERY PER API CALL)

As the Lead Analyst for I0179 was unable to attend the meeting, JH provided Members with an overview of the Issue.

JH informed Members that this issue proposes to establish a limit on the number of queries permitted within a single Application Programming Interface (API) call. JH advised API's are designed to be used for small amounts of data often, rather than infrequently for large volumes of data.

JH informed Members this proposal originally suggested implementing a limit of 1000 queries per single API call, however after conversations with the Electricity Enquiry Service (EES) Service Provider, the proposal is now to implement a limit of one query per single API call. JH explained this adjustment is intended to enhance the Enquiry Service's capacity to consistently meet user demands, without impacting its operations. JH highlighted the introduction of this limit would necessitate revisions to section 3 (Service Functionality) and section 5 (User Limits) of the EES Service Definition and relevant sections of the EES API Interface Specification.

JH informed Members a direct Marketwide Half Hourly Settlement (MHHS) impact is not anticipated, however it is expected that the implementation of MHHS will increase the volume of API requests. JH advised that upon implementation of a hard limit, the EES API would return a specific error message indicating that the user has exceeded the rate limit. Exceeding the rate limit could cause slower responses for queries.

JH informed Members that two comments were received on this Change. JH advised both comments were around this being a fundamental change and there being a lack of engagement with impacted parties. JH highlighted these comments stated the preferred approach would be to introduce a limit of 1000 per search. JH explained the Code Manager's response to these comments stated there will be an opportunity for Parties to feed into the change at both Party Impact Assessment and Consultation stages, with all responses being shared with Change Panel, to inform their decision. JH noted the Code Manager has reached out to both Parties who raised these comments, offering further assistance throughout the Change process.

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

Milestone	Activity	From	To
Definition		**01 Mar-25**	**29 May-25**
	Solution Development	March	March
	Impact Assessment	April	May
Change Proposal		**30 May-25**	**14 Jul-25**
	Business Case Assessment	June	June

	Consultation	June	June
	Solution Refinement	July	July
	Final Determination	July	July
Voting		**15 Jul-25**	**15 Jul-25**
	Appeal Window	16 Jul-25	30 Jul-25

RECCP Members noted the contents of the Proposal Plan and:

- **AGREED** to approve the Proposal Plan for I0179.

7 I0227 – DOMESTIC ELECTIVE HH SWITCHING

As the Lead Analyst for I0227, CF provided Members with an overview of the issue.

CF informed Members this change aims to remove unnecessary blocks to Consumer Switching, where a Domestic Consumer is registered as elective Half Hourly (HH) with the Losing Supplier, but the Gaining Supplier does not offer this.

CF informed Members the previous Change Plan presented to Change Panel did not extend beyond Solution Analysis and Development, as a full understanding of the solution was required prior to the planning of the Impact Assessment activity and subsequent change process actions. CF advised Solution Development has been completed, and the Code Manager has opened Party Impact Assessment earlier than initially planned.

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

Milestone	Activity	From	To
Definition		**05-Dec-24**	**30-Apr-25**
	Solution Development	December	April
	Impact Assessment	March	April
Change Proposal		**01-May-25**	**14-Jul-25**
	Business Case Assessment	April	May
	Solution Refinement	April	May
	Consultation	May	June
	Final Determination	June	July
Voting		**15-Jul-25**	**15-Jul-25**
	Appeal Window	16-Jul-25	30-Jul-25

RECCP Members noted the contents of the Proposal Plan and:

- **AGREED** to approve the extension to the Proposal Plan for I0227.

8 R0249 – CORRECTION TO CHANGE MANAGEMENT SCHEDULE REGARDING SUB-COMMITTEE VOTING

As the Lead Analyst for R0249, CF provided Members with an overview of the Change.

CF informed Members that the REC Legal Advisors have identified a potential conflict within the Code. CF explained section 20.4 of REC Schedule 5 – Change Management currently states ‘decisions of the

relevant responsible Sub-Committee shall be made by a majority vote'. CF advised this conflicts with the Metering Expert Panel (MEP) Terms of Reference. CF highlighted this has a caveat which requires 'that a majority of votes in two of the three representative categories (Suppliers, Network Operators, Metering Equipment Managers) are in support of the majority position'.

CF informed Members this change removes the conflict, keeps the MEP Terms of Reference as they are, and allows for different voting arrangements when required within the Code. CF advised the Code Manager presented this feedback from the MEP Legal Advisors to the MEP on 12 February 2025, to gain their views on whether the most appropriate course of action was to amend REC Schedule 5 – Change Management, or to amend the MEP Terms of Reference to be a simple majority.

CF informed Members feedback from the MEP is that the Change Management Schedule should be amended, due to the bespoke voting rules recently introduced for the Guidance for Service Termination Issues Reporting (STIRG) document.

CF informed Members the proposed solution for this change is to amend section 20.4 of Schedule 5 – Change Management from 'decisions of the relevant responsible Sub-Committee shall be made a majority vote to 'decisions of the relevant responsible Sub-Committee shall be made in accordance with the Terms of Reference of that Committee.

CF informed Members this has been accepted by the Code Manager as a Change Proposal, as it came with a fully formed solution. The Code Manager considered progressing this as Housekeeping Change Proposal, but felt it was beneficial for this change to be consulted on by REC Parties. CF advised as there are no to minimal impacts expected to Parties, the Code Manager is proposing to move this Change Proposal straight to consultation.

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

Milestone	Activity	From	To
Change Proposal		**06-Mar-25**	**02-Jun-25**
	Code Manager Initial Assessment	March	April
	Business Case Assessment	April	April
	Consultation	April	May
	Solution Refinement	May	May
	Final Determination	May	June
Voting		**03-Jun-25**	**03-Jun-25**
	Appeal Window	04-Jun-25	18-Jun-25

RECCP Members noted the contents of the Proposal Plan and:

- **AGREED** to approve the Proposal Plan for R0249.

9 R0250 – UPDATE TO R0060 IMPLEMENATION DATE

As the Lead Analyst for R0250 was unable to attend the meeting, JH provided Members with an overview of the Change.

JH informed Members that this change seeks to update the implementation date of R0060 – Electricity Retail Data Service (ERDS) Service Definition Timezone Correction, following an update to the MHHS implementation plan. JH advised that following the approval of MHHS Programme Change Request CR055 – Amendments to Milestone 10 (M10) and Corresponding Milestones, the programme plan has

re-baselined M8. The implementation date of the Code drafting will now be in September 2025. JH highlighted the new M8 date, at which the code drafting to be delivered by R0209 – Implementation of MHHS Arrangements, will be implemented, is therefore after the agreed implementation date of R0060.

JH informed Members that without an update to the implementation date for R0060, the intent of the original proposed implementation date cannot be achieved. JH advised if the implementation date remains as 27 June 2025, complexity will be created for the implementation of the MHHS code drafting. This change looks to update the implementation date of the approved changes to the ERDS Service Definition, with an accompanying new definition in REC Schedule 1, to reflect operational systems and processes already in place.

JH informed Members the Code Manager has discussed the intention to update the R0060 implementation date with Elexon, and no detrimental impact has been identified. JH advised Elexon are supportive in moving the implementation date, to meet its original intent.

JH informed Members a 15 working day consultation will be issued, following the approval of the Proposal Plan. JH noted this change was raised with a fully formed solution; therefore an Impact Assessment is not required. JH highlighted the proposed solution for this change is to push back the implementation date of R0060 to the first available release after MHHS Milestone 8.

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

Milestone	Activity	From	To
Change Proposal		**24 Mar-25**	**03 Jun-25**
	Business Case Assessment	April	April
	Consultation	April	May
	Solution Refinement	May	May
	Final Determination	May	May
Voting		**28 May-25**	**28 May-25**
	Appeal Window	May	June

RECCP Members noted the contents of the Proposal Plan and:

- **AGREED** to approve the Proposal Plan for R0250.

10 OFGEM UPDATE

CU informed members that Ofgem have published their second consultation on the Implementation of the Energy Code Reform. CU advised the consultation covers their approach to implementing the industry code governance reforms, as set out in the Energy Act 2023. CU noted the consultation sets out Ofgem's proposals on a range of policy areas on how code governance reform would be implemented in practice. This includes sections on the code modification process, Stakeholder Advisory Forums (SAFs), cross-cutting consequential code changes, cost recovery for the Balancing and Settlement Code (BSC) and REC Codes, directing central system delivery bodies, Ofgem's implementation and assurance approach, and their transition plan.

CU informed members this consultation is available on the Ofgem website and will close on 29 May 2025. Responses can be sent to industrycodes@ofgem.gov.uk.

CU informed Members that Ofgem are also seeking participation from stakeholders in a series of workgroups, to help them with the detailed implementation of code reform. If Members would like to volunteer for one of these workgroups, they can email industrycodes@ofgem.gov.uk by 25 April 2025.

11 CHANGE PROPOSAL TRACKER

JH provided Members with a number of updates regarding REC Changes and Issues.

JH informed Members that the Definition milestone has been completed for R0212 – Protecting Crimestoppers and their Contacts. JH advised this issue has now moved to a Change Proposal and the next activity will be Business Case Assessment, ahead of Consultation.

JH informed Members the Code Manager has now completed the Business Case activity for R0234 – Introduction of an Energy Theft Referral Assessment Service under the REC. JH advised in accordance with the Change Proposal plan, the Consultation will be published on 15 April 2025, and it will close on 09 May 2025, to allow the Code Manager to meet the Voting Milestone on 20 May 2025.

JH informed Members R0246 – Domestic Premises Indicator Clarifications has been withdrawn at the Proposer's request, due to overlap with MHHS M8/M10.

JH informed Members that Grid Supply Point (GSP) Postcode Lookup File has been rejected, as the proposal has no reasonable prospect of being approved. JH advised this is an edge case for when EES is down, which should not happen very frequently and some Postcodes are in more than one GSP, so the Meter Point Administration Number (MPAN) should be used, rather than the Postcode. AT mentioned the MPAN does not always help identify the GSP group. LM advised this was not the only reason the change was rejected; it was due to the business case not stacking up. LM explained the Party has been given the opportunity to re-write the business case, which will then be reviewed by the Code Manager.

12 ANY OTHER BUSINESS

12.1 OFGEM UPDATE

LM asked Members if they were happy with where the Ofgem Update sits on the agenda. LM explained this will be a standing agenda item on every second meeting of the month. Change Panel Members were happy with where the Ofgem update was provided.

12.2 REC NOMINATION PROCESS FOR COMMITTEE MEMBERS

JR informed members that the Code Manager will shortly be starting the nomination process for Committee members across the REC Panels. JR highlighted the Energy Supplier and Gas Networks Members terms are scheduled to end on 31 August 2025, and their seats will be subject to the nominations process. JR advised the Code Manager has engaged with the Members whose seats are up for re-nomination prior to this meeting.

JR informed Members the nominations process will take place over the summer. JR explained there will be a 15 working day for Parties to nominate people for the open seats and if more than one nomination for a single seat is received, a 10 working day election period will follow. JR highlighted the plan is for the nomination process to be completed by 01 August 2025, to allow time for training of potential new Members. Regular updates will be provided at Change Panel meetings before completion.

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