RETAIL ENERGY CODE

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REC CHANGE PANEL MEETING
MEETING MINUTES

MEETING	**RECCP_25_0603**
DATE	**03 June 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
Andy Clasper	Gas Networks	AC	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	FBL	Committee Member
Cristina Ullastre	Ofgem	CU	Committee Member
Kate Lloyd	Ofgem	KL	Committee Member
Lorna Mallon	Code Manager	LM	Subject Matter Expert
April Harbour	Code Manager	AH	REC Technical Services
Florentina Monea	Code Manager	FM	Change Analyst
James Hardy	Code Manager	JH	Change Analyst
Caroline Freimuller	Code Manager	CF	Change Analyst
Holly Law	Code Manager	HL	Change Delivery Manager
James Rees	Code Manager	JR	Secretariat

1 INTRODUCTIONS

The Chair welcomed attendees to the meeting of the REC Change Panel (RECCP). The Chair confirmed apologies were received from Alex Travell.

The Chair informed Members two nominations had been received on the vacant Metering Equipment Manager (MEM) vacancy, with an election now taking place on which Member will be filling the vacant position.

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 20 May 2025. The approved minutes will be published as 'final' and made available via the Portal no later than 04 June 2025.

4 R0122 – SDEP REVIEW IMPROVEMENTS (2) USABILITY

As the Lead Analyst for R0122, HL provided an overview of the Change.

HL informed Members that following a comprehensive review, the Code Manager has identified functionality improvements with the Secure Data Exchange Portal (SDEP). HL advised these will introduce usability improvements to the portal to allow users to better filter workflow and queries, and to improve notifications received by Parties, to enable resolution of raised issues.

HL informed Members there will be no impacts to MHHS, as the intention is to implement post M8/M10, as this will be after the implementation of the new Electricity Central Online Enquiry Service (ECOES) platform that is required for MHHS. HL explained that R0122, originally raised in May 2023, was delayed due to the MHHS change freeze. This was primarily because the SDEP Service Provider had limited capacity to support Solution Development and provide Impact Assessments while also delivering MHHS implementation activities. Additionally, the long lead time made it difficult to ensure the validity of a commercial Impact Assessment.

HL informed Members that the SDEP Service Provider is now in a position to contribute to Solution Development and Impact Assess, meaning the Change can now be progressed. HL noted the Proposal Plan runs as far as the end of the Service Provider Impact Assessment. HL explained once this has been completed, the Code Manager will provide an update to the plan with the next steps, including the proposed solution for Party Impact Assessment.

HL informed Members stakeholder engagement was carried out before this change was raised in May 2023, as part of a wider SDEP review. HL highlighted as this was a while ago, internal workshops have taken place more recently to go through the Change once again. HL explained the requirements are being presented to the Change Issues Group (CHIG) to confirm all of the aspects of this Change are still needed, before progressing to the Service Provider Impact Assessment.

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

Milestone	Activity	From	To
Definition		**01 Apr-25**	**31 Aug-25**
	Solution Analysis	April	June
	Solution Development	April	June
	Service Provider Impact Assessment	June	August

RECCP Members noted the contents of the Change Report and:

- **AGREED** unanimously to approve the Proposal Plan for R0122.

5 I0197 – INTRODUCING A PROCESS TO PROVIDE UPDATES DURING FAULT RESOLUTIONS

As the Lead Analyst for I0197, JH provided an overview of the Issue.

JH informed Members that Consumers who may have mismatches in industry data or faulty meters for a prolonged period may experience negative impacts on their billing, due to inaccurate estimated bills and settlements. JH advised this may also prevent them from accessing specific tariffs. JH highlighted that currently the REC only contains obligations relating to electricity meter faults, however there are no requirements for work to be carried out to address the faults. JH explained this Issue was initially raised by the REC Performance Assurance and originally proposed a maximum timeframe for metering faults to be resolved.

JH informed Members that following wider Code Manager assessment and discussions, this proposal was deemed unworkable. JH highlighted fault resolution can be challenging, due to impacts on timescales that are out of the control of REC Parties, for example requiring the Consumer to allow access to the property to complete any resolution work. JH advised the scope was amended to focus on introducing a new process to provide updates amongst impacted Market Participants during fault resolutions.

JH informed Members that, as part of the updated scope, the Code Manager arranged a cross-code, dual review of the process for updating all impacted Agents and Parties during a fault resolution. JH explained an Information Request was sent out between November and December 2024. JH noted the Code Manager sought responses from all interested Partes to help focus on establishing the impacts, reviewing them and where needed, begin to consider cross-code issues and solutions.

JH informed Members that, following a review of the Information Request responses, the scope has been further amended to include the development of clearer Service Level Agreements (SLA's) covering electricity, gas, and all meter types and market segments. JH advised the scope of I0197 will also include consideration of existing process gaps in the electricity (including existing meters with the Market Messages D0001, D0002 and D0005) and the gas resolution process.

JH informed Members to assist with further defining the scope of the Issue, and the subsequent Solution Analysis and Development, the Code Manager intends to form a specific I0197 working group. JH explained that this will allow Market Participants to share their experiences and suggestions, helping to develop solutions that support both processes, consider all impacted Parties, and ultimately benefit the Consumer. JH highlighted this Issue is likely to impact REC Schedule 14 – Metering Operations, however it is not expected to be implemented prior to the MHHS Programme go-live.

JH informed Members this Issue is expected to have cross-code impacts with the Balancing and Settlement Code (BSC), in particular this Issue is likely to align with BSC Issue 112 – Clarifying Half Hourly Data Collector (HHDC) Obligations within BSCP502 Regarding the Fault Investigation Process. JH explained the Code Manager will continue to engage with the BSC on this Issue and hold discussions with the Cross Code Steering Group (CCSG).

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

Milestone	Activity	From	To
Definition		**01 Nov-24**	**31 Dec-25**
	Solution Analysis	November	June
	Solution Development	June	December

	I0197 Working Group	June	December

RECCP Members noted the contents of the Change Report and:

- **AGREED** unanimously to approve the Proposal Plan for I0197.

6 R0236 – REC PARTY AUTO DE-ACCESSION PROPOSAL

As the Lead Analyst for R0236, CF provided Members with an overview of the Change.

CF informed Members that R0236 was raised by RECCo, proposing that any Party which has acceded to the REC but has not qualified in any role within twelve months - and has not contacted the Code Manager within six months to confirm their intention to pursue qualification – may be expelled from the REC. CF advised that there are currently around eighty Parties in this position, the majority of whom are Safety Installation Providers (SIPs).

CF informed Members there will be legal text changes to the REC Main Body and REC Schedule 19 – Market Exit and Supplier of Last Resort. CF confirmed that no Service Provider impact assessment was conducted for this Change Proposal, as while it impacts the REC Operational Account Manager and Performance Assurance teams, it was not a large enough impact to require a full impact assessment. These teams have been consulted throughout this Change Proposal and are happy with the proposed implementation date, and that any required changes to internal processes can be done as part of the release readiness activity.

CF advised two responses were received on the Party Impact Assessment, both were supportive of the legal text and the Solution. CF noted the Distribution Network Operator (DNO) response queried whether or not there would be a cross-code impact, and the Code Manager has engaged with the CCSG to confirm there are no cross-code impacts.

CF informed Members the Code Manager believes there is one intangible benefit from the implementation of this Change, which will improve the clarity of the REC Party Register, and explained this was important as the REC Party Register is a publicly available document. CF explained based on the Code Manager believing the solution resolves the problem statement and has a proportionate effort for implementation, there is a positive case for change. CF advised one response was received from a DNO on the Consultation, which was supportive of all aspects of the change.

CF provided Members with an overview of the milestones in the Proposal Plan and informed them that the Code Manager is recommending to approve the proposed Change Solution, implementation approach and implementation date of 27 June 2025.

Milestone	Activity	From	To
Definition		**14-Jan-25**	**10-Apr-25**
	Legal Review	January	February
	Code Manager Assessment	February	March
	Impact Assessment	March	April
Change Proposal		**11-Apr-25**	**16-Jun-25**
	Solution Refinement	April	April
	Business Case Assessment	April	April
	Consultation	April	May
	Final Determination	May	June

Voting		**17-Jun-25**	**17-Jun-25**
	Appeal Window	18-Jun-25	01-July-25

RECCP Members noted the contents of the Change Report and:

- **AGREED** unanimously to approve the proposed change solution;
- **AGREED** unanimously to approve the proposed implementation approach; and
- **AGREED** unanimously to approve the proposed implementation date of 27 June 2025

7 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, wherein 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 (ToR).

CF informed Members the MEP ToR has a caveat which requires 'that a majority of votes in two of the three representative categories (Suppliers, Network Operators and Metering Equipment Managers) are in support of the majority position'. CF highlighted there are also bespoke voting arrangements in the MEP ToR for the Guidance for Service Termination Issues reporting (STIRG) document. CF explained this Change removes the conflict, keeps the MEP ToR as they are and allows for different voting arrangements as and when required in the Code.

CF informed Members this Change was accepted by the Code Manager as a Change Proposal, as it came with a fully formed solution. CF confirmed that the Proposal Plan approved by Panel included no Party impact assessment and proceeded straight to consultation. CF highlighted the Consultation for R0249 stated there are no costs associated to this Change, and there would be the benefit of removing this conflict from the Code and allowing MEP to keep their bespoke voting arrangements. CF advised one response was received on the Consultation, and that was from a DNO supporting of all aspects of the Change.

CF provided Members with an overview of the milestones in the Proposal Plan and informed them that the Code Manager is recommending to approve the proposed Change Solution, implementation approach and implementation date of 27 June 2025.

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 Change Report and:

- **AGREED** unanimously to approve the proposed change solution;
- **AGREED** unanimously to approve the proposed implementation approach; and
- **AGREED** unanimously to approve the proposed implementation date of 27 June 2025

8 I0254 – NON DOMESTIC CHANGE OF OCCUPIER REPORTING (R0155 SOLUTION)

As the Lead Analyst for I0254, JH provided Members with an overview of the Issue.

JH informed Members that as part of the R0155 Change process, the REC Performance Assurance Board (PAB) requested ongoing monitoring reporting to identify outliers or abnormal behaviour, which the Code Manager would then follow up in detail. JH explained this planned reporting by Energy Suppliers was descoped from R0155 due to the ongoing development of an Ofgem Reporting Request for Information (RFI) titled Non-Domestic Market Monitoring Request for Information.

JH informed Members that the Ofgem RFI included data from Energy Suppliers relating to the time taken for a Non-Domestic Consumers' Change of Occupier request to be completed, in order to simplify the process for Energy Suppliers. JH advised PAB intend on using the same data, which will reduce the need to make two related, but different reports in the same topic areas. JH noted the Code Manager intended to use the reporting from the Ofgem RFI for ongoing Performance Assurance monitoring for the Non-Domestic Change of Occupier process. JH explained this was not included by Ofgem in time for the R0155 implementation, as such this separate REC Change Proposal is required to include the data as part of the ongoing Performance Assurance monitoring.

JH informed Members that during the Change process for R0155, the Code Manager made a commitment to implement the Non-Domestic Change of Occupier Change Proposal as soon as possible after the implementation of R0155. JH advised this Proposal Plan has been proposed to ensure that commitment will be met.

JH informed Members the Appeal Window within the Proposal Plan should be from 01 October to 15 October 2025, which will be corrected.

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

Milestone	Activity	From	To
Definition		**04 May-25**	**31 Jul-25**
	Solution Development	Completed	Completed
	Service Provider Impact Assessment	May	June
	Party Impact Assessment	June	June
	Solution Refinement	July	July
Change Proposal		**31 Jul-25**	**29 Sept-25**
	Business Case Assessment	July	August
	Consultation	August	August
	Final Determination	September	September
Voting		**30 Sept-25**	**30 Sept-25**
	Appeal Window	01 September	15 September

RECCP Members noted the contents of the Change Report and:

- **AGREED** unanimously to approve the Proposal Plan for I0254.

9 I0257 – CHANGE TO THE REC FOR DATA PROCESSING OUTSIDE OF THE EEA

As the Lead Analyst for I0257, FM provided Members with an overview of the Issue.

FM informed Members that the REC Main Body section 20 currently contains information regarding the processing of data outside of the European Economic Area (EEA). FM explained the current process outlined contains a step which requires approval from the REC Board to be obtained before any REC data is being transferred or processed outside the EEA.

FM informed Members that I0257 was raised by RECCo's Data Protection Officer who noted the addition of the extra layer of approval delays the process for Parties in processing this data. FM advised this does not align with similar changes for the BSC where Board approval is required.

FM informed Members that as the proposed solution is removing an additional layer of information and aligning the process with other Codes, the Code Manager is proposing to not conduct a Party Impact Assessment, and this change will be taken straight to Consultation once the legal review has been completed.

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

Milestone	Activity	From	To
Definition		**03 Jun-25**	**14 Jul-25**
	Legal Review	June	July
Change Proposal		**15 Jul-25**	**15 Sep-25**
	Business Case Assessment	July	July
	Consultation	July	August
	Solution Refinement	August	September
	Final Determination	September	September
Voting		**16 Sep-25**	**16 Sep-25**
	Appeal Window	September	September

RECCP Members noted the contents of the Change Report and:

- **AGREED** unanimously to approve the Proposal Plan for I0257.

10 R0258 – HOUSEKEEPING CHANGE JUNE 2025

As the Lead Analyst for R0258, HL provided Members with an overview of the Change.

HL informed Members that the Code Manager has identified several formatting and typographical errors, as well as opportunities to provide clarity, improve accuracy and consistency across the REC Products and Services. HL advised these changes have been assessed as meeting the criteria to be progressed through a Housekeeping Change Proposal.

HL informed Members there are four REC Products that are being updated as part of this Change. HL explained they are the GES Supply Point Switching API Technical Specification, the GES Supply Point Enquiry API Technical Specification, EES API Technical Specification and REC Schedule 28 – Related Metering Points.

HL informed Members the changes being made to the GES Supply Point Switching API Technical Specification are adding a new R0120 input parameters (MSN and Postcode Outcode) under sections

3.2.1 and 3.3.1. HL advised section 5.5.1 Address Search output parameters table will also be corrected. HL advised the change being made to the GES Supply Point Enquiry API Technical Specification is adding two new meter types to line 22 of the output parameters, Thermal Mass and Coriolis.

HL informed Members the changes being made to the EES API Technical Specification are corrected hyperlink references in sections 8.4 and 9.4, updated for implementation of R0098 Optional fuzzy searching in EES (sections 8.3, 14.3 and 16.3), new method added in section 18 and new error codes added in appendix A.

HL informed Members the change being made to REC Schedule 28 – related Metering Points is updating the Market Domain Data (MDD) range from 550-799 to 500-799, which has been updated in section 2.4.1.

HL informed Members they will be voting to approve R0258 for implementation on 27 June 2025.

RECCP Members noted the contents of the Change Report and:

- **AGREED** unanimously to approve R0258 for implementation on 27 June 2025.

11 CHANGE PROPOSAL TRACKER

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

HL informed Members that the REC PAB voted to approve R0238 – Performance Assurance Reporting Catalogue – Annual Review at their meeting on 27 May 2025. HL advised R0238 will now be implemented on 27 June 2025.

HL informed Members the Authority decision to approve R0173 – Improvements to the Theft Detection Incentive Scheme (TDIS) was received on 22 May 2025.

HL informed Members R0259 – Update to R0173 Implementation Date has been raised as a new Change Proposal, which will be presented at a future Change Panel meeting.

12 OFGEM UPDATE

CU informed Members that Ofgem have published their decision on the Energy Code Reform decision on Code Manager selection, which followed on from the Consultation published on 28 November 2024. CU advised Ofgem sought views on the processes that are followed and the criteria that will apply when selecting Code managers on a competitive or a non-competitive basis. CU noted Ofgem have decided to select Code Managers using a three-stage selection process, consisting of an initial eligibility assessment, a licencing agreements and an implementation and assurance process. CU highlighted phase two of the Code Manager selection process will begin shortly, and any questions can be raised by emailing industrycodes@ofgem.government.uk. CU informed Members Ofgem's joint Consultation with DESNZ covering Code Manager licence conditions and code modification appeals to the Competition and Markets Authority (CMA) is open and will close on 27 June 2025.

13 ANY OTHER BUSINESS

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