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REC CHANGE PANEL MEETING
MEETING MINUTES

MEETING	**RECCP_26_0407**
DATE	**07 April 2026**
LOCATION	**By teleconference**

Attendee	Representing	Initials	Role
Lindsay Biginton	Retail Energy Code Company	LB	Chair
Ben Atkinson	Domestic Suppliers	BAt	Voting Member
Paul Everett	Non-Domestic Suppliers	PE	Alternate Voting Member
Alex Travell	Distribution Network Operators	AT	Voting Member
Andy Clasper	Gas Transporters	AC	Voting Member
Martin Brailsford	Metering Equipment Managers	MB	Voting Member
Sebastian Eyre	Independent SME	SE	Voting Member
Sarah Jones	Independent SME	SJ	Voting Member
Keith Foster	Independent SME	KF	Voting Member
Scott McPhillimy	Authority	SM	Observer
Nadir Hafeez	Authority	NH	Authority Representative
Holly Law	Code Manager	HL	Change Delivery Manager
Caroline Freimuller	Code Manager	CF	Senior Change Lead
Florentina Monea	Code Manager	FM	Change Analyst
Bela Ashworth	Code Manager	BAs	Change Analyst
Francine Peyroux-Sissoko	Code Manager	FPS	Change Analyst
Jennifer Bridges	Retail Energy Code Company	JB	Observer
Lorna Mallon	Code Manager	LM	Subject Matter Expert
Paul Witton-Dauris	Code Manager	PWD	Head of Change
Harry Firth	Code Manager	HF	Secretariat

1 INTRODUCTIONS

The Chair welcomed attendees to the meeting of the REC Change Panel (RECCP). There were apologies received from Harry Hailwood, it was noted that Paul Everett would be acting as the alternate.

2 CONFIRMATION OF AGENDA

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

3 APPROVAL OF PREVIOUS MINUTES

RECCP Members unanimously approved the draft minutes from the previous meeting held on 17 March 2026. The approved minutes would be published as 'final' and made available via the REC Portal.

4 R0266 - REC DATA SPECIFICATION CLARIFICATIONS

As the Lead Analyst for R0266, CF provided an overview of the Change Proposal.

CF reminded Members that R0266 seeks to improve the clarity of elements of the Energy Market Data Specification (EMDS) that are ambiguous due to information from the pre-REC Data Transfer Catalogue (DTC) Annex C and gas RGMA Annex B being omitted in the transition to REC.

CF took Members through the proposed solution for R0266. They advised that changes will be made to the REC Data Specification, Schedule 14 and a new Category 2 document, "Rules for the Completion of Electricity Market Messages" owned by the Technical Expert Panel (TEP). CF advised that R0266 will add clarity into the REC in the population of Market Messages, in a codified manner, and provide guidance for new market entrants who may have been unaware of these rules.

CF advised that several changes have made to the solution following the consultation. This includes the removal of the Address Population Rules from the Change Proposal scope, with the proposed text inside being added to Data Items Rules within the EMDS. This was due to concerns raised at consultation that currently the Address Population Rules are meant to be Electricity only, and the new guidance was for Gas. A fuller review of these Rules is expected to be covered under I0200 - Improving Address Management Targets. CF added that clarity has been added to some ONJOB Data Item Rules at the request of Xoserve., The Code Manager has also re-added some flow notes to the D0268 Market Message which were removed by Market Half-Hourly Settlement (MHHS) in error, and removed Data Item Rules for Measurement Quantity ID, as this Data Item now has Enumeration Values, rather than raising both of these issues as a separate Housekeeping Change Proposal. Lastly, changes to Schedule 30 regarding the population of the D0300 Market Message with 48 Time of Use Registers have been descoped to allow more time to investigate whether the proposed rules are still needed. This is to be looked at under I0295 - MHHS D0300 Issue.

CF added that several other changes proposed by Xoserve were deemed not in scope of this Change Proposal, with the Code Manager requesting they raise a new Change Proposal if they would like to see these investigated. Examples include the change of owner of some Scenario Variants of the ONJOB, adding text that was not present in Annex B or removing text already within the EMDS.

CF explained that potential cross-code impacts of R0266 had been explored thoroughly at meetings of the Cross Code Steering Group (CCSG); no impacts had been identified on the Uniform Network Code (UNC), and Market Messages with Scenario Variants owned by both REC and the Balancing and Settlement Code (BSC) were progressing within this Change. It had been identified that there were some Market Messages which were solely owned by the BSC, and that no BSC change had yet been raised. Unless an equivalent BSC change as ready for implementation alongside R0266, BSC would be required to host Annex C on its website. CF added that the Code Manager have made the BSC aware of this.

CF set out the case for change, identifying no central systems costs and minimal costs to parties, whilst explaining the expected benefits including increased clarity and consistency for the completion of Market Messages, increasing industry cohesion.

CF advised that four responses were received to the consultation, with all being broadly supportive of the Change Proposal. Xoserve provided qualified support on the condition that some of their requested changes were included, and the Code Manager provided clarity to one respondent that R0266 would only impact Independent Gas Transporter Meter Asset Managers (IGT MAMs) who use the EMDS as per their bilateral agreement with Suppliers and Shippers. All respondents agreed with the identified costs and benefits, the Change path of self-governance, the recommendation to approve, and the proposed implementation approach.

SJ queried the cross-code implications of the new Category 2 document in the context of MHHS migration. They noted that once MHHS migration completes, many Market Messages will fall out of scope for REC, meaning the new document could become very limited, and highlighted that other messages, particularly those linked to asset metering, may remain important for BSC, and therefore ongoing cross-code consideration is required. SJ suggested that this issue should continue to be tracked via the CCSG to ensure clarity on ownership, content, and future management of the document post-MHHS. CF agreed that this was a sensible approach. They noted that the BSC had inputted into this new document, and future discussions could be held to make it a joint BSC-REC document if required.

RECCP Members noted the contents of the Change Report; and

- **AGREED** unanimously to approve the proposed solution;
- **AGREED** unanimously to approve the proposed implementation date of 06 November 2026; and
- **AGREED** unanimously to approve the proposed implementation approach of Big Bang.

5 R0267 - SMART METER INSTALLATION SURVEYS - MICROBUSINESS REQUIREMENTS

As the Lead Analyst for R0267, CF provided an overview of the Change Proposal.

CF informed Members that R0267 relates to obligations under the Consolidated Metering Code of Practice (CoMCoP) Appendix 20 concerning Smart Meter Installation Surveys (SMIS). They explained that the SMIS is required only for the first Smart Meter Installation at a property, so all references to Smart Meter Installation throughout the report should be treated as this. In the Domestic market, the obligation applies only where a Supplier plans more than 5,000 Smart Meter Installations per year. In contrast, for Microbusiness Premises, there is currently no minimum threshold, meaning even a single Smart Meter Installation triggers the obligation. CF highlighted that surveys must be conducted by an independent third-party organisation, which can represent a disproportionate cost burden for small or new Suppliers conducting low volumes of installations.

R0267 proposes to amend CoMCoP Appendix 20 to introduce a minimum threshold of 1,000 Microbusiness installations per year before the survey obligation applies. The legal drafting mirrors existing Domestic provisions, with the numerical threshold calculated using Supplier-submitted installation data from the previous three years provided via an information request, cross-referenced with REC Performance Assurance data on survey responses.

CF presented the case for change to Members. CF advised that analysis indicated introducing the threshold of 1,000 Smart Meter Installations at Microbusiness Premises before an Energy Supplier is obligated to conduct the SMIS would reduce Microbusiness survey responses by less than 5%, a level discussed with the Department of Energy Security and Net Zero (DESNZ) and not considered problematic. No implementation costs were identified, with an estimated annual industry-wide cost reduction of £190,000. The benefits are expected to increase over time as the Smart Meter rollout progresses, reducing the number of organisations who exceed the proposed minimum threshold. CF

advised that R0267 was assessed as having a positive impact on REC Objective 1, with neutral impact on Objectives 2 and 3.

CF advised that the consultation for R0267 received five responses, all from Energy Suppliers. They advised that four respondents had supported the Change Proposal, with one respondent neutral. CF advised that the one neutral respondent had felt the 1,000 threshold was too low, and could lead to Energy Suppliers paying for an independent Survey Organisation, but then doing less than 1,000 installations, leading to unnecessary spend. CF added that the Code Manager is comfortable with this threshold based on data previously gathered under this Change Proposal, that most Energy Suppliers currently appear to be significantly under or over the proposed 1,000 threshold and believes this risk is minimal as this money would be being spent by all Energy Suppliers if the Change Proposal is not implemented. CF advised that all five respondents supported that R0267 should be Authority Determined, that the Change Panel should recommend the Change Proposal for approval, and with the proposed implementation approach and date.

SM noted that the Code Manager had engaged with DESNZ throughout the progression of R0267. However, they also noted that given the SMIS falls largely under DESNZ's remit, that Ofgem would need to engage directly with DESNZ to ensure that they are comfortable with this Change Proposal as part of due diligence on the Authority decision. CF took an action to send over the names of the DESNZ contacts that the Code Manager had engaged with regarding R0267.

RECCP Members noted the contents of the Change Report; and

- **AGREED** unanimously to recommend that the Authority approve the proposed solution;
- **AGREED** unanimously to recommend that the Authority approve the proposed implementation date of 26 June 2026 or the next available release following Authority decision; and
- **AGREED** unanimously to recommend that the Authority approve the proposed implementation approach of Big Bang.

6 R0316 - CLARIFICATION OF DATA ITEMS WITHIN THE PAYMENT METHOD LEVELISATION SUPPLIER DATA REPORTING SPECIFICATION

As the Lead Analyst for R0316, BAs provided an overview of the Change Proposal.

BAs explained that R0316 is an Authority-Determined Change Proposal, raised by RECCo on behalf of Ofgem, following engagement with the Payment Method Levelisation (PML) team. R0316 arose from ambiguity in REC Schedule 31 regarding certain data item definitions used in PML reporting. This ambiguity has led to inconsistent Supplier data submissions, where some Suppliers are reporting based on Primary Metering Points, others reporting based on total Metering Points and some including Secondary Related Metering Points. These inconsistencies risk uneven allocation of scheme debts and credits and are not aligned with the original intent of the PML scheme.

BAs took Members through the proposed solution. Schedule 31, Appendix 1 will be amended to correctly label the data items. For the purposes of Appendix 1 only, Eligible Meter Point will be introduced. For Gas, this will be domestic Supply Meter Points, and for Electricity, this will be an Unrelated Metering Point or Primary Related Metering Point for (in each case) a Domestic Premises. This includes any domestic Metering Points that are related under a single Consumer account but not related as per REC Schedule 28. Unrelated Metering Point will also be added as a defined term to Schedule 1. BAs advised that this will ensure all Suppliers have clear and consistent guidance, improving operational efficiency, and removing ambiguity in the PML scheme. The Guidance to Suppliers document will also be made available on the REC Portal page. BAs provided an example of the proposed changes to Schedule 31 Appendix 1.

BAs presented the case for change to Members. BAs advised that no central system costs had been identified by the Code Manager for R0316. The Code Manager noted potential concerns around historic recalculation of PML payments, and BAs clarified that the proposed clarifications would apply on a forward-looking basis only, with no retrospective resubmissions required. Intangible benefits identified in the case for change are improved clarity on Supplier obligations in the PML scheme, and ensuring accurate and aligned reporting across the scheme.

BAs presented the expected impacts of R0316 against the REC Objectives. Specifically:

- **To ensure the REC operates and evolves in a manner that facilitates the objectives of its mission statement**. It was considered that R0316 would positively impact this Objective, through eliminating ambiguity around the PML scheme, allowing for more consistent data submissions from Suppliers and consequential improved compliance with the scheme
- **To ensure customers' interests and data is protected in the operation of the REC.** It was considered that R0316 would have a neutral impact on this Objective, as it has minimal Consumer impact and only seeks to clarify Supplier obligations and PML data submissions. It has overall neutral impact in meeting this REC objective as it will neither positively nor negatively impact the protection of Consumer interests and data in the PML scheme.
- **To drive continuous improvements and efficiencies in the operation of the REC and the central systems and communication infrastructures it governs**. It was considered that R0316 would have a positive impact on this Objective by driving continuous improvements and efficiencies in the operation of the PML scheme as it directly addresses a current issue of inconsistent data submissions.

BAs advised that the consultation for R0316 was open from 04-25 March, and received two responses, both from Energy Suppliers. Both responses were supportive of the Change Proposal and agreed that the proposed clarifications would remove ambiguity within the PML reporting requirements. BAs added that respondents agreed that R0316 carries no material cost impact and delivers clear benefits through improved accuracy and reduced ambiguity in the reporting. No new system development or process changes were identified by respondents. The responses agreed with the case for change, proposed implementation approach and the Code Manager's recommendation that R0316 is approved for implementation.

BAs advised that the proposed implementation date of 17 April 2026 is to allow Energy Suppliers two weeks to make any required amendments ahead of the PML submission deadline of 01 May 2026. They noted that this implementation date is subject to Ofgem providing a decision on R0316 by 15 April. If a decision is received after that deadline, the Code Manager will re-engage with Ofgem and the PML team to confirm the next available release, which could either be an extraordinary release in May or part of the standard REC release in June. NH asked when Ofgem would receive R0316 for decision. BAs responded that the Code Manager will issue all required documentation to Ofgem on 08 April at the very latest.

RECCP Members noted the contents of the Change Report; and

- **AGREED** unanimously to recommend that the Authority approve the proposed solution;
- **AGREED** unanimously to recommend that the Authority approve the proposed implementation date of 17 April 2026 or the next available release following Authority decision; and
- **AGREED** unanimously to recommend that the Authority approve the proposed implementation approach of Big Bang.

7 R0311 - COMCOP 2-YEAR AUDIT CYCLES

As the Lead Analyst for R0311, FPS provided an overview of the Change Proposal.

FPS advised that R0311 seeks to align the Metering Accreditation Schedule's auditing information with current auditing practices to ensure a consistent audit cycle across industry. The current lack of explicit wording in the Metering Accreditation Schedule about the timeline and the type of audits introduces ambiguity for future audit delivery as it creates a gap between operational practice and the codified baseline. The proposed changes will align with current practices established under CoMCoP.

FPS advised that R0311 is a non-urgent Self-Governance Change Proposal, with the Metering Expert Panel (MEP) as the Responsible Committee. The Performance Assurance Board (PAB) will also be consulted as Schedule 15 which will be amended as part of the solution states that the risk-based approach of the periodic audits should be "determined by the REC PAB". Identified impacts include all consumers, and both fuels. R0311 will also impact AMR Service Providers (ASPs) and Metering Equipment Managers (MEMs). R0311 has been provided a priority status of medium based upon a weighted prioritisation score of 129, reflecting the direct contribution to the mitigation of a long term risk of differing auditing approaches which could weaken assurance.

FPS provided Members with an overview of the milestones within the Proposal Plan. They noted that there will be no Party Impact Assessment, because there are no impacts on, or operational changes required by, REC Parties. REC Parties will be able to engage and submit views as part of the industry consultation that is expected to be issued on 10 April, and open for the standard consultation time. R0311 will go to MEP for a final vote on 13 May, with a proposed implementation date of 26 June.

Milestone	Activity	From	To
Change Proposal		**17 Mar-26**	**12 May-26**
	Business Case Assessment	March	April
	Consultation	April	April
	Final Determination	April	May
Voting		**13 May-26**	**13 May-26**
	Appeal Window	14 May	28 May

FPS took Members through the proposed solution. Changes will be made to Schedule 15, where it will be made clear that the first audit should be conducted one year after the initial accreditation, and then a two-year cycle for renewals. Both a desktop and site audit will also be required. FPS advised that these changes would ensure that operational practice is consistent and Parties abide by the Code, provide an effective audit and assurance framework, enhancing Consumer protection by directly reducing the risk of unsafe metering installations.

FPS presented the case for change, noting no central system or Party costs. Benefits include a viable and implementable solution which effectively resolves the problem statement, improves clarity and assurance in the audit process, and enhances Consumer protection.

RECCP Members noted the contents of the Change Report, the proposed solution, the proposed implementation date and approach, approved the Metering Expert Panel as the Responsible Committee and:

- **AGREED** unanimously to approve that the Change Report contains sufficient information to proceed to Consultation.

8 R0317 – NUMBER OF DISPLAYED REGISTER DIGITS DATA ITEM LINKAGE

As the Lead Analyst for R0317, FPS provided an overview of the Change Proposal.

FPS explained that R0317 seeks to correct the Data Integration Platform (DIP) Data Item: DI-091 "Number of Displayed Register Digits" as it's been linked to the wrong data item, J0478 'Number of Register Digits' in the Energy Market Data Specification, instead of the existing J2313 'Number of Displayed Register Digits'. This error was identified as part of R0300 - Amendments to D0312 to align with BSC CP1622. Without correction this Issue may cause issues to future market entrants. FPS advised that the proposed solution is to unlink DI-091 from J0478 and then link it to J2313. This change within EMDS will be visible within four REC-owned Data Items and Market Messages (DI50228 - J0478; DI51600 - J2313; MM20034 - IF-006 and MM20035 - IF-005). Similar updates will be visible in six BSC-owned Market Messages.

FPS advised that R0317 is a non-urgent Self-Governance Change Proposal, with the TEP as the Responsible Committee. Identified impacted Parties include Electric Consumers, the Electricity Retail Data Agent (ERDA) Service Provider, Meter Operator Agents (MOAs), Suppliers and Distribution Network Operators (DNOs). Discussions have taken place at CCSG and will continue to do so given the indirect impact to the BSC. R0311 has been provided a priority status of medium based upon a weighted prioritisation score of 149, reflecting the need to correctly and accurately reflect the market arrangements in the Code.

FPS provided Members with an overview of the milestones within the Proposal Plan. They noted that there will be no Party Impact Assessment, because there are no impacts on, or operational changes required by, REC Parties. REC Parties will be able to engage and submit views as part of the industry consultation that is expected to be issued on 10 April and open for the standard consultation time. R0317 will go to TEP for a final vote on 27 May, with a proposed implementation date of 06 November.

Milestone	Activity	From	To
Change Proposal		**03 Mar-26**	**26 May-26**
	Business Case Assessment	March	April
	Consultation	April	April
	Solution Refinement	April	May
	Final Determination	May	May
Voting		**27 May-26**	**27 May-26**
	Appeal Window	28 May	11 June

FPS took Members through the proposed solution, noting the changes to the four aforementioned REC-owned Data Items and Market Messages. FPS advised that these amendments would ensure that EMDS is an accurate reflection of Market Messages and Data Items and remove any associated confusion and any impact to future market entrants and to Consumers as Parties would then be able to correctly build their building systems with the right Data Items.

FPS presented the case for change, noting no central system or Party costs. Benefits include a viable and implementable solution which effectively resolves the problem statement, and which is a straightforward correction exercise that will remove any associated confusion.

RECCP Members noted the contents of the Change Report, the proposed solution, and the proposed implementation date and approach, approved the Technical Expert Panel as the Responsible Committee and:

- **AGREED** unanimously to approve that the Change Report contains sufficient information to proceed to Consultation.

As the Lead Analyst for R0319, BAs provided an overview of the Change Proposal.

BAs explained that Clause 9 of the REC Main Body currently sets out that any amendments to the approved Centralised Registration Service (CRS) budget for each Financial Year may only be amended through a REC Change Proposal. This was not intended to apply to a scenario where the CRS Provider expects to significantly underspend against the approved budget, and the current drafting in Clause 9 is not clear as to whether a Change Proposal is required to facilitate this. BAs added that R0319 seeks to amend Clause 9 so that it is not a requirement to raise a Change Proposal to facilitate an in-year reduction to the CRS budget.

BAs advised that R0319 is a non-urgent Self-Governance Change Proposal, with the Change Panel as the Responsible Committee. Identified impacted Parties are the DCC, RECCo and the Code Manager. R0319 has been designated a priority status of low based upon a weighted prioritisation score of 88, reflecting the minimal impact on Consumers and wider industry.

BAs provided Members with an overview of the milestones within the Proposal Plan. REC Parties will be able to engage and submit views as part of the industry consultation that is expected to be issued on 10 April, closing for responses on 01 May. R0319 will go to Change Panel for a final vote on 19 May, with a proposed implementation date as part of the standard REC release in June 2026.

Milestone	Activity	From	To
Definition		**27 Feb-26**	**09 Apr-26**
	Code Manager Initial Assessment	February	March
	Legal Review	March	March
Change Proposal		**10 Apr-26**	**18 May-26**
	Consultation	April	May
	Final Determination	May	May
Voting		**19 May-26**	**19 May-26**
	Appeal Window	20 May	03 June

BAs took Members through the proposed solution, noting the change to Clause 9.33 of the Main Body to clarify that in-year adjustments to the budget within the limits defined in the approved budget, including forecast underspend, can be approved by the REC Board in accordance with Clause 9.11. They noted the original intention of the Clause to ensure that any additional funding required by the CRS Provider, outside of the approved budget cycle, was subject to appropriate scrutiny, consultation and approval under REC governance, and not intended to apply to an expected budget underspend, with these funds can be returned to REC Parties within the Financial Year through a reduction to the approved budget. BAs explained that R0319 will allow for a more efficient process for managing these scenarios, without diverting resources from the REC Change Team and industry Parties reviewing an additional Change Proposal.

BAs presented the case for change, noting no central system or Party costs. Benefits include improved operational efficiency of the REC Change process and improved legal clarity of the REC.

SE asked how often does an expected budget underspend occur, suggesting that the budget would contain more fixed than variable costs. HL responded that an underspend has occurred in the past two Financial Years, leading to two Change Proposals needed to be raised.

RECCP Members noted the contents of the Change Report, the proposed solution; and the proposed implementation date and approach, and:

- **AGREED** unanimously to approve that the Change Report contains sufficient information to proceed to Consultation.

10 UPDATED CACOP PRINCIPLES

CF took Members through the proposed updates to the Code Administration Code of Practice (CaCoP) Principles. CF advised that these Principles must be followed by all Code Managers and Administrators to help align Change and Modifications processes where possible. CaCoP meet on a monthly basis, with representatives from all Codes and Ofgem. Ofgem have proposed two new Principles and requested for each Code Change Board or Panel to have the opportunity to review and provide comments on these proposed Principles.

CF advised that Members were invited to submit any comments on the proposed principles by 17 April, ahead of the next CaCoP meeting on 21 April. They emphasised that the draft legal text remains confidential prior to Ofgem approval and must not be shared beyond Panel members or taken back to organisations for wider consultation. They asked Members to send any comments to caroline.freimuller@recmanager.co.uk or change.management@recmanager.co.uk.

11 CHANGE PROPOSAL TRACKER

FPS provided Members with an update on the Change Tracker.

FPS advised that two new submissions had been accepted by the Code Manager since the last Change Panel meeting:

R0321 - DNOs Create Export MPANs for new housing developments

R0322 - Erroneous Switch Review: I0237 Clarifications

FPS provided an overview of further updates:

- **R0178 - Improvements to CSS Business Process Logic** – A consultation was issued on 26 March and is open to responses until 21 April.
- **I0228 - ECOES API for Export MPAN Creation at Scale** - An Information Request has been opened, closing for responses on 08 May 2026. The Code Manager will be bringing a Proposal Plan to the next Change Panel meeting.
- **I0265 - Theft Calculator Usage and Suitability Assessment** - A third Working Group session took place on 25 March 2026, focusing on Industrial and Commercial (I&C) cases. The Code Manager will now start to develop the solution requirements for the theft calculators. Further Working Group sessions might take place after solution requirements are developed to refine them.
- **I0278 - Establishing the Safe Isolation Provider (SIP) as a Standalone REC Metering Party** - The information request closed on 27 March 2026. The Code Manager is reviewing responses and will then form a Working Group for solution development.

12 ANY OTHER BUSINESS

There was no business raised, and the Chair closed the meeting.