RETAIL ENERGY CODE

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REC METERING EXPERT PANEL
MEETING MINUTES

MEETING	**RECMEP_24_0410**
DATE	**10 April 2024, 10:00**
LOCATION	**By teleconference**

Attendee	Representing	Initials	Role
Steve Brand	Code Manager	SB	Committee Chair
Steve Mulinganie	Suppliers	SM	Committee Member
Sarah Hayes	Suppliers	SH	Committee Member
Tracey Saunders	Network Operators	TS	Committee Member
Paul Abreu	Network Operators	PA	Committee Member
Geoff Huckerby	MEMs	GH	Committee Member
Eric Fowler	MEMs	EF	Committee Member
Lee Walker	BSC	LW	Observer
Shaun McRaith	Authority	SMcR	Observer
Lydia Bentley	Code Manager	LB	Change Analyst
Paul Rocke	Code Manager	PR	Secretariat

1. INTRODUCTIONS

The Chair welcomed attendees to the REC Metering Expert Panel (RECMEP) meeting. PR advised that apologies had been received from Bradley Mercer (Secretariat).

2. APPROVAL OF PREVIOUS MINUTES

RECMEP Members were invited to provide comments on the Draft Minutes of the meeting held on 13 March 2024. The Draft Minutes were unanimously accepted as a true and accurate record of the meeting.

3. REVIEW OF ACTIONS LOG

PR provided an overview of the below items on the RECMEP Actions Log:

RECMEP_24_0214_02: Code Manager to conduct a lessons learned review of the process followed for solution development of R0145 – STIR Document.

PR apologised for the delay in the completion of the action; progress had been hindered by the unavailability of key people relevant to the process. PR confirmed that a full update would be provided at the meeting in May 2024, and noted that the Code Manager had already taken steps to put certain improvements into action, including utilising Committees for expert critical friend support earlier in the Change Process cycle **– Open.**

4. C3-0077 – UPDATES TO STIR GUIDANCE

PR presented C3-0077, and the proposed changes to the Category 3 document Guidance for Service Termination Issue Reporting (STIR). RECMEP was identified in the REC Baseline Statement as the Responsible Owner for the product, with responsibility for approving any proposed amendments.

In addition to housekeeping changes designed to transition the document away from MOCOPA branding and definitions towards the REC, the proposals included updates to three Asset Condition Codes:

- A03 – Defective-Weakened Fuse Carrier
- B05 – Non-Withdrawable Fuse by Design
- B11 – Cut-Out with Fused Neutral

PR noted that one representation from a Supplier had been received by the Code Manager ahead of the meeting, identifying that the table of Distribution Network Operator identifiers in Appendix 2 was misaligned with information held within Market Domain Data (MDD).

RECMEP Members noted that the changes to the Asset Condition Codes had been widely considered by impacted stakeholder groups, including at an Energy Networks Association (ENA) workshop, at a meeting of the Electricity Operational Metering Forum (E-OMF) and at RECMEP, with widespread comfort expressed from stakeholders.

RECMEP Members unanimously **APPROVED** C3-0077 with an effective implementation date of 26 April 2024, subject to the Code Manager making the required changes to Appendix 2 to ensure alignment with MDD.

SM noted that the decision to approve these amendments under the Category 3 change rules did conflict with previous legal advice received that the document may not be accurately categorised as a Category 3 document. SM identified that approving the proposals in this instance was a pragmatic decision to ensure that important changes were not stuck; however, SM noted that the future governance status of the document should be determined as a matter of priority to ensure that further changes could be made under more certain arrangements.

5. REQUEST FOR EXPERTISE – R0105 – REVIEW OF ONAGE SLAS

As the Lead Analyst for R0105 – Review of ONAGE SLAs, LB presented a paper that sought the expertise of RECMEP Members in support of the Solution Development activity for the Change Proposal. R0105 had been raised by a REC Party proposing a review of the Service Levels and lead-times for receiving and processing the ONAGE Market Message (MM40013) used to notify changes in the appointment status of a Meter Equipment Manager (MEM). Existing obligations allowed a MEM two Working Days to respond following the receipt of an ONAGE notifying of a change in appointment status, and the Proposer of R0105 considered that this Service Level should be reviewed as the length of the Switching process was shortened through the Switching Programme.

RECMEP Members noted their appreciation of the opportunity to provide feedback on the Change Proposal at this early stage in the Change Process. SM reflected on the importance of identifying why the existing Service Level had been defined as two Working Days. SM noted that the Gas Act (1986), Gas Meters (Information on Connection and Disconnection) Regulations (1996), and Gas Safety (Installation and Use) Regulations (1998) all incorporate the provision that parties have 48 hours to provide notice of appointment. SM noted that it was acceptable for a MEM to become aware of changing circumstances within the 48-hour window, as that was reflective of the law, which must always take precedence. SM noted that it had previously proven difficult to amend the primary legislation to update the allowed timeframes. SM considered that the Code Manager may also consider published guidance from the Health and Safety Executive (HSE) on the Gas Safety (Installation and Use) Regulations.

SM continued to provide guidance, noting that in the majority of cases the timeframe did not cause a problem; parties were able to respond quicker than the two Working Days and were not prevented from doing so by industry systems or processes. However, due regard for the legislative reasons for the REC obligations was critical. EF concurred with the points raised and added that consideration should also be afforded to allowing a MEM suitable time to respond to its appointment, particularly relevant for ensuring a MEM with limited scope did not accept responsibility for a more complex installation without the capabilities to manage it.

LB thanked RECMEP Members for their valuable insights in support of the Solution Development for R0105. SM reiterated his support for the Code Manager bringing the issue to table to seek RECMEP advice; LB expressed that the Code Manager would look to continue this approach and acknowledged the role of Glenn Sheern from the Code Manager team in bringing this approach forward.

6. INDUSTRY ISSUES AND CHANGE TRACKER

6.1 – R0152 – REVISIONS TO THE CONSOLIDATED METERING CODE OF PRACTICE (COMCOP)

LB provided RECMEP with an update regarding the progression of R0152, which sought to revise elements of the drafting within CoMCoP following issues which had been identified post-implementation. Caroline Freimuller (Lead Change Analyst, Code Manager) had been

coordinating workgroup activity to review the document within a phased approach alongside stakeholders. Current activity was focused on restructuring clauses and removing duplication. EF explained that this included the principle of directing stakeholders to refer to obligations that were primarily cited in other regulations, although raised the consideration of creating a REC guidance document to support stakeholders in their understanding of how external obligations would be expected to overlay CoMCoP. SM considered the higher risk of taking an approach to providing guidance (which could be more simply amended) over incorporating references into REC documents that would require more robust change governance to amend and therefore were less likely to fall out of line with external obligations. RECMEP considered that the Code Manager would always be expected to ensure the ongoing alignment of REC Schedules with legislation, and therefore an additional hook was not likely to be required to compel the Code Manager to maintain CoMCoP specifically in that respect.

EF specifically called out a CoMCoP appendix which provided guidance around employee vetting procedures, and queried whether it was appropriate for such guidance to be included within the Code documentation; EF queried whether this (and similar aspects of guidance) could be better positioned as a guidance document under Category 3 change control. SM considered that an approach to separating such guidance from the primary CoMCoP Schedule could be beneficial.

EF noted that the workgroup process had proven particularly effective and well-managed to date and thanked the Code Manager for facilitating the approach taken.

6.2 – R0094 – CLARIFY OBLIGATIONS ON METER EXCHANGES THAT OCCUR CLOSE TO COS

LB provided RECMEP with an update on R0094, noting that the Change Proposal was currently within the REC Party Impact Assessment stage. R0094 had been raised by a Supplier to address an issue whereby an outgoing MEM could be de-appointed before being able to send meter asset information onward to relevant parties where meter exchanges occur close to Change of Supplier (CoS). The Code Manager has identified a number of scenarios that could be relevant to the issue and were seeking REC Party considerations on the scenarios identified, and proposed to address the issue with amendments to Schedule 14 – Metering Operations.

SM welcomed the explanation of R0094 from the Code Manager, but queried the accuracy of the tag on the REC Portal which suggested only Domestic Consumers were impacted by the Change Proposal. LB clarified that this was not correct, and the impact should have been identified as for all Consumers. LB explained that the REC Portal would be updated immediately and that a clarification note would be added in the REC Change Bulletin. SM acknowledged the correction and advised that he intended to send a response to the Impact Assessment focusing on the impact of the proposed solution on Non-Domestic works.

Action RECMEP_24_0410_01: Code Manager (LB) to amend the REC Portal to update the impacted Consumer types for R0094 to include all Consumers, and include a clarification note in the Change Bulletin.

7. AOB

7.1 – G-OMF MEETING

PR informed Members that a meeting of the G-OMF would be taking place following the RECMEP meeting and encouraged Members to attend. Members considered the strategy for encouraging stakeholders to raise agenda items for discussion at G-OMF meetings and agreed an approach to communicating this to attendees at the session that followed.

7.2 – NOMINATION PERIOD FOR RECMEP MEMBERS

PR informed Members that the process for the nomination and election of the RECMEP representative positions that were up for renewal would commence within the next month. PR advised that the Code Manager would contact the RECMEP Members with terms expiring to clarify the arrangements.

7.3 – H100 TRIAL – REC SANDBOX APPLICATION

PR informed Members that the REC Performance Assurance Board (RECPAB) had met on 26 March 2024 and considered a Sandbox Application from SGN with respect to the H100 hydrogen trials. SGN, in partnership with wider stakeholders, plans to conduct a trial to assess the viability of using the existing gas network for hydrogen. SGN intends to provide metering services for these consumers, and therefore aims to trial a process whereby they remain the appointed MEM even where the Consumer changes Supplier. RECPAB had determined to approve the Sandbox Application for a period of two years from the commencement of the trial, with an extension for a third year expected to be granted subject to a further request within the initial period.

Full details of the Sandbox Application can be found on the REC Portal Sandbox and Derogation page.

8. CLOSE OF THE MEETING

The Chair determined that the meeting was closed. The next RECMEP meeting is scheduled for 08 May 2024.