RETAIL ENERGY CODE

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REC METERING EXPERT PANEL
MEETING MINUTES

MEETING	**RECMEP_24_1113**
DATE	**13 November 2024, 10:00**
LOCATION	**By teleconference**

Attendee	Representing	Initials	Role
Steve Brand	Code Manager	SB	Committee Chair
Steve Mulinganie	Suppliers	SM	Committee Member
Richard Hill	Meter Equipment Managers	RH	Alternate Member
Paul Abreu	Network Operators	PA	Committee Member
Tracey Saunders	Network Operators	TS	Committee Member
Rebecca Griffiths	Retail Energy Code Company	RG	Subject Matter Expert
Glenn Sheern	Code Manager	GH	Subject Matter Expert
Daniel Rogers	Code Manager	DR	Subject Matter Expert
Lydia Bentley	Code Manager	LB	Change Analyst
Harriet Truss	Code Manager	HT	Change Analyst
April Harbour	Code Manager	AH	Change Analyst
Florentina Monea	Code Manager	FM	Change Analyst
Brogan McNess	Code Manager	BMN	Observer
Bradley Mercer	Code Manager	BM	Secretariat

1. INTRODUCTIONS

The Chair welcomed attendees to the REC Metering Expert Panel (RECMEP) meeting. BM advised that apologies had been received from Geoff Huckerby (Committee Member).

2. APPROVAL OF PREVIOUS MINUTES

RECMEP Members were invited to provide comments on the Draft Minutes of the meeting held on 09 October 2024. AH comment was noted regarding updates on the Meter configuration tables, and the minutes were approved as an accurate reflection of the meeting.

3. REVIEW OF ACTION LOG

BM provided Members with an overview of the below actions on the Actions Log:

RECMEP_24_0710_01: Code Manager to seek a resolution for the MEM Certificate expiry date issue.

BM advised that an update would be provided under agenda item 5 **– Open.**

4. METER PRODUCT UPDATE

AH informed Members that there is one Meter Product Data (MPD) change since the previous meeting. AH stated that the change was submitted slightly after the processing deadline, but the proposer indicated urgency as the meter product has already been installed in the field and cannot be registered until included in the MPD files. The validation of the change has been completed with no further comments. AH informed that the prosper was initially unaware of the process and thought they could not raise a change request as a non-REC party. This issue has now been clarified with the proposer and they now have better understanding of the process to prevent future occurrences.

RECMEP Members noted the requests and:

- **AGREED** unanimously to approve MPD2024_020.

AH provided an update to the Members on the name plating discussion with Xoserve regarding Hydrogen meters. AH states that efforts are still ongoing to secure a date for this discussion and is hopeful to have a further update by next month's meeting. AH also informed the Members that the Meter configurations table has concluded with no concerns raised by responding parties. A formal paper will be brought back for consideration at RECMEP in December 2024.

5. MEM CERTIFICATE UPDATE

DR provided Members with an update on the Meter Equipment Manager (MEM) Certificate issue. A new status column for accreditation will be added to the party register. DR stated that initially it was suggested to label the statuses as ‘certified’ or ‘not certified’ but it was decided to change it to ‘revoked’ to avoid confusion. DR advised that parties with revoked accreditation will remain on the party register for a few months. This is to allow time for organisations to update

their records and recognize the change. After three months, those parties will be removed from the list of accredited parties.

DR informed Members that the CoMCoP certification currently has a start date, which will be retained. The expiry date on the certificates will be updated to reflect the expected date of the next audit. This Change will apply to both provisional and final certification. DR explained to the Members the difference between provisional and full accreditation. Provisional accreditation is given to newly qualified parties for one year, after which they will have a renewal audit. However, full accreditation allows for two years before the next audit, but there is no functional difference between provisional and full accreditation regarding the work they are qualified to perform.

DR solicited feedback from the Members. SM raised a point about the importance of knowing the date from which the revocation applies. It was then agreed that having the date of revocation alongside the status would be helpful. Members discussed the terminology used for provisional accreditation. TS suggested that 'initial' might be a better term, but it was clarified that 'provisional' is the term established in REC Schedule 15, meaning it could be harder to change.

In terms of next steps, DR informed Members that the proposed change will be implemented over the next month, with the aim to reflect these updates in the live party register by the next MEP meeting. DR also clarified to the Members the role of the Safe Isolation Providers (SIPs), explaining that it is not a separate role but an additional qualification.

6 AOB

BM informed members that he will be stepping down as RECMEP secretary and that Brogan McNess will be stepping in starting from the January 2024 meeting. Although, BM expressed he will still be available through the committee's mailbox but would no longer attend meetings.

PA raised an issue to the members regarding the escalation contacts list that has been maintained for incidents involving Distribution Network Operators (DNOs) and Suppliers. GS mentioned that the list was initially removed from the REC and suggested checking back with RECCo to see if they would be happy to include it again.

BM inquired to the members about the feedback process for CoMCoP as it is due by November 15, 2024, and not everyone has been updated on the consultation. BM requested information on how responses may had been received and if it was appropriate to close the consultation.

BM also noted to the members that 2025 dates will be sent out on Friday 15 to all members.