RETAIL ENERGY CODE

This document is classified as **WHITE**.
Information is for public, unrestricted dissemination and publication.

PERFORMANCE ASSURANCE BOARD (PAB) 21_1026 HEADLINE REPORT

Date: 26/10/2021
Via Teams meeting

This Headline Report provides a summary of the matters discussed and a record of the decisions made by the PAB at its meeting on 26 October 2021.

1 REVIEW OF OPEN ACTIONS AND APPROVAL OF DRAFT MINUTES

PAB Members were informed that RECCo has appointed Dorcas Batstone OBE as an independent PAB Member. The PAB Chair welcomed Dorcas to the meeting.

The PAB Members unanimously **AGREED** that they had read and approved the current actions and approved the draft minutes from the meeting on 28 September 2021.

2 OPERATIONAL UPDATES

The PAB **NOTED** the verbal update on operational matters related to Code Manager performance assurance activity.

3 MARKET ENTRY

The PAB **NOTED** the contents of the Market Entry report, which gave an update on the status of market entry and qualification applications, and provided an indicative timeline of industry reporting and regulatory requirements that will be used to inform the maintenance of qualification submission timelines.

4 PARTY ASSURANCE

The PAB was provided with a monthly update on Performance Assurance activity and changes to documents that form part of the Performance Assurance Framework.

The PAB:

- **NOTED** that the Request for Information (RFI) PAT had been used on Parties that had not provided operational contact details by the end of September 2021;
- Unanimously **APPROVED** the next escalation point for the two Parties that have not provided operational contact details would be for a further RFI letter to be sent from the PAB Chair; and
- **CONSIDERED** the changes to the PAOP and **NOTED** that a REC Category 3 Change Proposal will be raised to implement the changes to the PAOP by Tuesday, 9 November 2021.

5 SERVICE PROVIDER PERFORMANCE

The PAB was provided with a monthly update relating to Service Provider performance.

The PAB:

- **NOTED** the overview of the Service Provider regime and information provided to the PAB in relation to it; and
- **NOTED** the update on data provided by Service Providers.

6 DEROGATION APPLICATION REPORT: PROVISION OF METER TECHNICAL DETAILS AND METER ASSET PROVIDER (MAP) IDS TO THE CDSP (RECDER_01)

The PAB was given an overview of the derogation application. The derogation has two parts and relates to a temporary derogation for Gas Meter Equipment Managers (MEMs) from sending Meter Technical Details and Meter Asset Provider (MAP) ID details to the Central Data Services Provider (CDSP) (Part A), and a temporary derogation for Gas MEMs from the requirement to use an ONJOB file to meet this obligation (Part B). The derogation had originally been requested due to the delay in Gas MEMs receiving the Secure File Transfer Protocol (SFTP) from the CDSP to allow appropriate time to set up and test the connection. Since the paper was drafted, the Code Manager had been informed that there may be a delay with the CDSPs planned November release, which may impact the implementation of the technical solution. In light of this additional context, the PAB considered the derogation and the associated recommendations.

The PAB:

- **AGREED** to grant Part A of the derogation, which is a temporary derogation for all Gas MEMs from sending Meter Technical Details and MAP ID details to the CDSP, and will be effective until 24 February 2022;
- **AGREED** to grant Part B of the derogation, which is a temporary derogation for impacted Gas MEMs from the requirement to use an ONJOB file. This derogation would be applied to individual Gas MEMs, subject to contacting the REC Code Manager to confirm they intend to send the non-RGMA format file instead of the ONJOB file to meet this obligation, and would be for an initial period of up to six months; and
- Unanimously **AGREED** to the associated conditions of the derogation, as follows:
    - For Part A of this derogation, Parties still generate files from 8 November 2021 and contact Xoserve to agree a schedule to submit the files,
    - For Part B of this derogation, those individual Gas MEMs that contact the REC Code Manager to be derogated from using RGMA, send information to Xoserve in line with timescales set out in the obligation, and to the REC Code Manager at a defined point each month. In line with the Performance Assurance Report Catalogue reporting requirements, this will be the first working day of the following month.

Post-meeting note:
Please also note that after the meeting, Xoserve informed the Code Manager that not all relevant sections in the Metering Operations Schedule had been included in the original derogation application, due to an identified drafting error in the REC V2.0. The derogation has therefore been extended to four additional clauses (7.5.10, 7.5.13, 8.5.10 and 8.5.12), to prevent Gas MEMs from being in technical breach of the code.

Due to the November release being delayed by the CDSP at short notice, the implementation of the technical solution was impacted. This means that the condition for Parties to still generate files will only apply from when the technical solution is implemented (which Xoserve have stated will be 22/23 January 2022) until the end of the derogation period (24 February 2022). For background, this is because the obligation to generate and send the new market messages to the CDSP is intrinsically linked to the implementation of Xoserve's release – please refer to the footnote in the REC Metering Schedule:

> *11 - The requirements referenced at 6.4.10 and subsequently at 6.4.13 will take effect 8 November 2021 or such later date as may be notified by the CDSP for the release of XRN4780C: Inclusion of Meter Asset Provider Identity (MAP Id) in the UK Link system (CSS Consequential Change).*

Whilst Parties are not required to store and submit this data until the technical solution has been implemented, ***we do encourage Parties who are able to do so to store and submit files before this date.*** *We would like to remind Parties that the purpose of this obligation is to improve data quality issues, and therefore there is a risk of further data degradation by having a longer period of time where data is not submitted. We also wish to flag that this is a priority area that the PAB will be monitoring, as per the REC Risk Register.*

7 UPDATE ON PERFORMANCE ASSURANCE REPORT CATALOGUE ACTIONS

The PAB **NOTED** the update given on the Performance Assurance Report Catalogue (PARC) related actions since the last meeting.

8 UPDATE ON PERFORMANCE CHARGES WORKPLAN

The PAB was provided with an update on the Performance Charges workplan, covering Erroneous Switches and Service Provider Performance Charges. The PAB considered the update and the associated next steps and recommendations.

The PAB:

- **CONSIDERED** the recommended Erroneous Switch Performance Charge metric;
- **CONSIDERED** the recommendations for the Service Provider Performance Charges; and
- **CONSIDERED** the appropriate uses of collected Performance Charges and agreed to provide additional feedback to the Code Manager outside of the meeting.

9 REC V3.0 READINESS WORKPLAN

The PAB **NOTED** the overview of the activities planned to prepare for REC V3.0 in relation to performance assurance.

The PAB:

- **NOTED** the contents of the paper; and
- **CONSIDERED** that regular updates through monthly PAB meetings would be helpful in relation to REC V3.0.

10 PERFORMANCE ASSURNCE ENGAGEMENT PLAN

The PAB **NOTED** the overview of the Code Manager's planned activities to engage with industry in the first year of REC Performance Assurance.

The PAB:

- **NOTED** the contents of the paper; and
- **CONSIDERED** additional areas of education or communication that may be helpful to industry stakeholders, and suggested the Code Manager engages with consumer groups to allow for consumer feedback to be incorporated into planned performance assurance activities.

11 PAB FORWARD PLAN

The PAB **NOTED** the verbal update on the forward plan.

12 NEXT MEETING DATE

The next meeting of the PAB will be held on 30 November 2021.