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REC TECHNICAL EXPERT PANEL (TEP)
MEETING MINUTES

MEETING	**RECTEP_22_0223**
DATE	**23 February 2022, 14:00**
LOCATION	**Microsoft Teams**

Attendees	Representing	Initials	Role
Gemma Slaney	Electricity Networks	GS	Committee Member
Jonathan Matthews	Non-Domestic Suppliers	JM	Committee Member
Emslie Law	Domestic Suppliers	EL	Committee Member
Mark Pearce	Code Manager	MP	Committee Chair
Neil Brinkley	Code Manager	NB	Committee Secretary
Ann Perry	Code Manager	AP	RPS Representative
Jonathan Holland	Code Manager	JH	RPS Representative
Apologies	**Representing**	**Initials**	**Role**
Andy Clasper	Gas Networks	AC	Committee Member
Daryl Rogers	Meter Equipment Managers	DR	Committee Member

1 ADMINISTRATION

The Chair welcomed attendees to the February 2022 Retail Energy Code (REC) Technical Expert Panel (TEP) and introductions were undertaken.

Review of Minutes

The Chair presented the draft minutes from the January 2022 TEP to the group. The Chair noted that some amendments had been suggested in response to the post-meeting papers.

The group reviewed and discussed the amendments at the meeting. In particular, whether an indication of how members had voted on committee decisions should be included, rather than being anonymised.

A member noted that it would provide useful detail to the minutes when considering why decisions were made, especially when reviewing minutes from some time ago.

A member suggested that, at a minimum, it would be useful to record where members had abstained, and their reasoning why.

The Chair agreed to raise this with the wider Code Manager functions and discuss.

ACTION: RECTEP_22_0223_01 - Chair to discuss recording of constituency voting in meeting minutes with other Code Manager functions.

If determined that voting should be recorded on a constituency basis, Code Manager to retrospectively amend meeting minutes and bring updated versions to the TEP for approval.

The group also discussed whether legacy DTC (Data Transfer Catalogue), SPAA (Supply Point Administration Agreement) and RGMA (Retail Gas Metering Arrangements) Data Item and Market Message references should be noted when discussing items. The group determined that in future, both the legacy and REC catalogue references should be included.

The group approved the minutes with the amendments accepted as final, with the Chair noting a final version will be circulated alongside the Headline Report.

Review of Actions

The Code Manager presented the TEP Actions Log to the group. Updates were provided as follows.

RECTEP_21_1027_01: Chair to circulate Data Specification format for UK Link Market Messages once these have been developed with Xoserve.

- The REC Technical Design Authority (TDA) is currently working with Xoserve to load the UK Link messages into the Energy Market Architecture Repository (EMAR).
- The format will be as per the Data Specification improvements due for release on the 24February 2022 that members have already had sight of.
- Action ongoing.

2 FUTURE CHANGES FOR TEP REVIEW

The Code Manager presented paper RECTEP_22_0223_02 to the group and explained several changes that the TEP have been nominated as the Responsible Committee for.

The Code Manager noted that R0007 *Changes to message ownership in SDEP* and R0013 *Electricity Enquiry Service API Service Status* have been withdrawn. Functionality from R0007 has been partially implemented and the proposer withdrew the change, recognising that the business case would not stack up. With regard to R0013, the proposing Party has withdrawn their support. R0009 *Introduction of SDEP and EES User Maintenance API* is in the solution development stage.

The Code Manager explained that a number of new Change Proposals (CPs) have been raised and assigned to the TEP as the Responsible Committee.

Firstly, R0022 *Amendment to REC Data Access Matrix*, which seeks to align the gas and electricity Data Access Matrices in a common format. A full review of roles and categories of users will be undertaken.

Secondly, R0024 *EAC Information in the EES API,* which seeks to add the Estimated Annual Consumption (EAC) data to the Electricity Enquiry Service (EES) as a result of the EAC being a redundant data item following the implementation of Market Wide Half Hourly Settlement. The Code Manager noted that the solution development stage would need to ensure that this is something that the industry wants, and this is evidenced. A consultation to validate the Code Manager's suggested solution options for this would be released on Friday 25 February. Following consultation responses, the Code Manager would determine whether the change should proceed, if there is a positive value and return on investment provided.

There were no further comments or questions from members.

3 CHANGE PROCESS IMPROVEMENT WORKSHOP OUTCOMES

The Code Manager presented paper RECTEP_22_0223_03 to the group, explaining that the paper provides the TEP with an overview of the near-term improvements agreed at the recent Change Process Improvement Workshop held by the Code Manager.

The Code Manager representative ran through each of the outcomes with the group.

The Chair questioned the next steps for further change process improvements, to which the Code Manager confirmed that the piece of work is enduring. Further improvements are being looked at for progression. The Code Manager confirmed that further updates will be provided to the group as required, and that all feedback on the change process was welcome.

There were no further comments or questions from members.

4 ANY OTHER BUSINESS

The Chair noted the Code Manager had two AOB items.

The first regarding the REC Release on 24 February, which contains a new look to the Data Specification, as well as a download html 'human readable' format and a Microsoft Access 'machine readable' format. Also included in the release will be a version of the legacy 'DTC Annex C'.

The second regarding the Code Manager checking that the pre-meeting papers had been received by all members. The Code Manager noted that they received three undeliverable notifications from the members with '@sgn.co.uk' email addresses. All members present confirmed they received the papers, however, there were no members present with '@sgn.co.uk' email addresses.

The Chair asked members if they had any other business, to which none was raised.

There were no further comments or questions from members.

5 CLOSE OF MEETING

The Chair thanked attendees for their contributions and brought the meeting to a close.

NEXT MEETING	30 April 2022