









DCUSA Change Report		At what stage is this document in the process?
<div>DCP 285</div> <div>Schedule 23, Appendix 1 SLC References</div> <div>Date raised: 12 October 2016</div> <div>Proposer Name: Kevin Woollard</div> <div>Company Name: British Gas</div> <div>Company Category: Supplier</div>		01 – Change Proposal
		02 – Consultation
		03 – Change Report
		04 – Change Declaration
<div>Purpose of Change Proposal:</div> <div>The intent of this change is to remove references to Supply Licence Condition (SLC) 12.16 in Schedule 23, Appendix 1 and replace them with the updated SLC references.</div>		
<div></div>	<div>This document is issued in accordance with Clause 11.20 of the DCUSA, and details DCP 285 ‘Schedule 23, Appendix 1 SLC References’.</div> <div>Parties are invited to consider the proposed amendment (Attachment 1) and submit their votes using the Voting form (Attachment 2) to dcusa@electralink.co.uk by 20 January 2017</div> <div>The voting process for the proposed variation and the timetable of the progression of the Change Proposal (CP) through the DCUSA Change Control Process is set out in this document.</div> <div>If you have any questions about this paper or the DCUSA Change Process, please contact the DCUSA by email to dcusa@electralink.co.uk or telephone 020 7432 3008.</div>	
<div></div>	<div>Parties Impacted: All DCUSA Parties</div>	
<div></div>	<div>Impacted Clauses: Schedule 23 (Energy Theft Code of Practice)</div>	

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Timetable		 Any questions? Contact: Fungai Madzivadondo  DCUSA@electralink.co.uk  0207 432 3008 Proposer: Kevin Woollard  email address kevin.woollard@britishgas.co.uk
The timetable for the progression of the CP is as follows: Change Proposal timetable		
Activity	Date	
Initial Assessment Report Approved by Panel	19 October 2016	
Change Report Approved by Panel	21 December 2016	
Change Report issued for Voting	23 December 2016	
Party Voting Closes	20 January 2017	
Change Declaration Issued to Parties	24 January 2017	
Implementation	23 February 2017	

1 Executive Summary

What

The intent of this change is to remove references to SLC 12.16 in Schedule 23, and replace them with the updated SLC 12A references.

Why

SLC 12.16 has been removed and replaced with SLC 12.A. Schedule 23 of the DCUSA still refers to SLC 12.16 (which has been deleted) and contains no reference to SLC12A (which replaced and expanded on SLC12.16). This CP has been raised to ensure that references to SLCs are updated in the DCUSA.

How

To update the SLC references, text relating to SLC 12.16 should be removed and Schedule 23, updated as follows:

1. Paragraph 4 (Responsibilities of Parties) – reference SLC 12A.1 to 12A.6.
2. Paragraph 9 (Visit Procedure/Gaining Entry) –reference SLC 12A.11(a) and (h)
3. Paragraph 11 (Conduct of Investigations) –reference SLC 12A.11(e).
4. Paragraph 12 (Collection and Retention of Evidence) – delete reference to meter inspection obligation (which has been removed from SLC 12).
5. Paragraph 13 (Treatment of Vulnerable Customers) - reference SLC 12A.11(a), (c) and (d).
6. Paragraph 14 (Information to Customers) - reference SLC 12A.11(h).
7. Paragraph 15.2 (Theft of Electricity Confirmed) - reference SLC 12A.11(d) and (g).
8. Paragraph 15.7 (Assess ability to pay) - reference SLC 12A.11(b), (c) and (e).
9. Paragraph 15.9 (Maintenance of Records) – reference SLC 12A.12.
10. Paragraph 15.12 (Reports) – reference SLC 12A.14.
11. Appendix 1 (Relevant Statutory and Regulatory Provisions) – rows relating to SLC 12.16 removed and rows relating to SLC 12A added.

2 Governance

Justification for Part 1 or Part 2 Matter

- 2.1 This Change Proposal has no material impact on DCUSA Parties and therefore has been classed as a Part 2 matter.

3 Why Change?

Background of DCP 285

- 3.1 Condition 12A of the Electricity Supply Licence was introduced on 03 July 2014 The Supply Licence Condition reference 12.16 relating to metering inspections was deleted at the same time. The

DCUSA Schedule 23, should be updated as it still refers to SLC 12.16 and contains no reference to SLC12A which replaced and expanded on SLC12.16.

4 Solution

DCP 285 Assessment

- 4.1 With recommendation from the Theft Issues Group (TIG), the DCP 285 Change Proposal was raised by British Gas to remove references to SLC 12.16 in Schedule 23 and replace them with the SLC 12A references.
- 4.2 The updated licence condition references reflect changes to the theft arrangements. In accordance with the SLC 12A licensees must:
- Take all reasonable steps to meet the requirements of the TRAS service
 - Detect, prevent and investigate Theft of Electricity.
 - Take into account an occupant's ability to pay when calculating instalments.
 - Provide accurate information and advice about any assessments and disputes regarding Theft of Electricity.
- 4.3 DCP 285 has been raised to ensure the DCUSA licence condition references are aligned with the Standard Conditions of the Electricity Supply Licence.
- 4.4 The Panel recommended that the legal text for these licence condition changes be developed by the DCUSA Legal advisors to ensure that the proposed changes are made in the DCUSA and the impacted Clauses. The DCUSA legal text has been updated with the proposed changes to ensure that Parties remain compliant with the code.

5 Relevant Objectives

Evaluation Against the DCUSA Objectives

- 5.1 The proposer considers that the following DCUSA Objectives are better facilitated by DCP 285:
- **General Objective Four- The promotion of efficiency in the implementation and administration of the DCUSA**
- General Objective four is better facilitated by DCP 285 as the proposed changes align with the updated licence condition reference 12A.

6 Impacts & Other Considerations

Consumer Impacts

- 6.1 The Proposer did not identify any material impact on consumers from the implementation of this CP.

Environmental Impacts

- 6.2 In accordance with DCUSA Clause 11.14.6, the Proposer assessed whether there would be a material impact on greenhouse gas emissions if DCP 285 were implemented. The Proposer did not identify any material impact on greenhouse gas emissions from the implementation of this CP.

7 Implementation

- 7.1 Subject to Party approval, the DCP 285 change will be implemented on 23 February 2017.
- 7.2 DCP 285 is classified as a Part 2 matter and therefore Authority determination is not required.

8 Legal Text

- 8.1 The proposed legal text has been developed by the DCUSA legal advisor and acts as Attachment 1. The CP form itself refers to changes within Appendix 1 of DCUSA Schedule 23. However, the DCUSA legal advisor proposed a number of further changes throughout Schedule 23 which introduce appropriate references to SLC 12A and/or remove references to SLC 12.16
- 8.2 In respect of Schedule 23, references have been updated to align SLC 12A with the Standard Supply Licence Conditions. The changes made are outlined below:
1. Paragraph 4 (Responsibilities of Parties) has been updated to reference SLC 12A.1 to 12A which refers to Suppliers obligations to detect, prevent and investigate Theft of Electricity.
 2. Paragraph 9 (Visit Procedure/ Gaining Entry) has been updated with;
 - SLC 12A. 11(a) which refers to Supplier obligations to identify whether an occupant is of pensionable age, disabled or chronically sick and/or will have difficulty paying all or part of the Charges for Theft of Electricity.
 - SLC 12A.11(h) which refers to Supplier obligations to provide accurate information and advice about any assessments and disputes regarding Theft of Electricity.
 3. Paragraph 13 (Treatment of Vulnerable Customers) has been updated with:

- SLC 12A.11(a) which refers to Supplier obligations to identify whether an occupant is of pensionable age, disabled or chronically sick and/or will have difficulty paying all or part of the Charges for Theft of Electricity.
 - SLC 12A.11 (c) on Supplier obligations stating that where vulnerable occupants are identified, the licensee must offer the chance to pay the Charges by using a prepayment meter before seeking to Disconnect the premises.
 - SLC 12A.11 (d) on Supplier obligations stating that where the licensee believes there may be an occupant who is of pensionable age, disabled or chronically sick, the licensee must take all reasonable steps not to Disconnect the relevant premises in winter.
4. Paragraph 15.7 (Assess ability to pay and agree payment arrangements) has been updated with:
- SLC 12A.11(b) which refers to Supplier obligations to take into account an occupant's ability to pay when calculating instalments.
 - SLC 12A.11(c) which states that where there may be an occupant who is of pensionable age, disabled or chronically sick and/or who will have difficulty paying all or part of the Charges for Theft of Electricity, the licensee must offer the chance to pay the Charges by using a prepayment meter before seeking to Disconnect the premises.
 - SLC 12A.11(e) which states that Suppliers are to have (and ensure that any Representative has) sufficient evidence to establish (on the balance of probabilities) the statutory right to Disconnect before stopping the supply of electricity to the premises on grounds of Theft of Electricity.
5. A reference section has been added to Paragraph 15.12 (Reports) stating that Standard licence condition 12A.14 of the Supply Licences obliges licensees to provide the Authority with information regarding compliance with standard licence condition 12A.
6. Appendix 1 of Schedule 23 has been updated with:
- SLC 12A.1 and 12A.2 which states that the licensee takes all reasonable steps to ensure the achievements of the Objective to detect and prevent theft.
 - SLC 12A. 11 and 12A.15 which states that licensees must comply with certain specified standards in respect of Theft of Electricity investigations, treatment of vulnerable occupiers, disconnections, provision of information to occupiers, and record keeping.

9 Recommendations

Panel's Recommendation

- 9.1 The Panel approved this Change Report on **21 December 2016**. The Panel considered that a sufficient level of analysis had been carried out to enable Parties to understand the impact of the proposed amendment and to vote on DCP 285.

Requested Next Steps

9.2 The DCUSA Panel recommends that this CP:

- Be issued to Parties for Voting and DCUSA Parties should consider whether they wish to submit views regarding this Change Proposal.

Attachments

- Attachment 1 –DCP 285 Proposed Legal Text
- Attachment 2 – DCP 285 Voting Form
- Attachment 3 – DCP 285 Change Proposal Form