

## Part A: Generic

DCUSA Change Proposal (DCP)		At what stage is this document in the process?
<p><b>DCP xxx:</b> <i>(Code Administrator to issue reference)</i></p> <p><b>MOP Leaving Site for Cat A Situations</b></p> <p><i>14 June 2017</i></p> <p><i>Paul Morris</i></p> <p><i>UK Power Networks</i></p> <p><i>Distribution Network Operator</i></p>		<p><b>01 – Change Proposal</b></p> <p><b>02 – Consultation</b></p> <p><b>03 – Change Report</b></p> <p><b>04 – Change Declaration</b></p>
<p>Purpose of Change Proposal:</p> <p>To change the Cat B definition to allow Cat A incidents that have been made safe by the meter operator to be reported as a Category B.</p>		
	<p>Governance: <i>Please provide an initial view of the preferred route/pathway and impacts</i></p> <p>The Proposer recommends that this Change Proposal should be: <i>(delete as appropriate)</i></p> <ul style="list-style-type: none"> <li>Part 1 Matter</li> <li>Treated as a Standard Change</li> <li>Proceed to <b>Change Report/Working Group</b></li> </ul> <p>The Panel will consider the proposer's recommendation and determine the appropriate route.</p>	
	<p>Impacted Parties:</p> <p>DNO, IDNO, Supplier parties</p>	
	<p>Impacted Clauses:</p> <p><b>Guidance on the Use Of This Template:</b></p>	

*The Guidance Notes for completing this form are provided in Part C of this template.*

*Please complete all sections unless specifically marked for the Code Administrator.*

*Green italic text is provided as guidance and should be removed by the proposer before submission.*

*The Code Administrator is available to help and support the drafting of any Change Proposals, including guidance on completion of this template and the wider change proposal process. Contact: [DCUSA@electralink.co.uk](mailto:DCUSA@electralink.co.uk) or 0207 432 3011.*

Contents		?	Any questions?
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2	Governance	3	Code Administrator
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6	Relevant Objectives	6	Paul Morris
7	Impacts & Other Considerations	7	
8	Implementation	7	paul.morris@ukpowernetworks.co.uk
9	Recommendations		02073977807
<b>Indicative Timeline</b>			Other:
<i>Please provide the proposers contacts (to the right). The indicative timeline will be updated by the Code Administrator.</i>			Insert name
			email address.
			telephone
			Other:
			Insert name
			email address.
			telephone
			Other:
			Insert name
			email address.
			telephone

**The Secretariat recommends the following timetable:**

Initial Assessment Report	dd month year
Consultation Issued to Industry Participants	dd month year
Change Report Approved by Panel	dd month year
Change Report issued for Voting	dd month year
Party Voting Closes	dd month year
Change Declaration Issued to Parties	dd month year
[Change Declaration Issued to Authority]	dd month year
[Authority Decision]	dd month year

## 1 Summary

Please provide a summary of the proposed change – i.e. **what** is the identified defect/change in the existing code that needs to be rectified/modified, **why** this change needs to be made, and **how**.

### What

Provide a summary of **what** needs to be changed so that readers have an overview of what the identified defect is that needs to be rectified/modified.

Insert text here

## Why

Provide a summary of **why** this change should be made, so that readers have an overview of the impact if the change isn't made.

Insert text here

## How

Provide a summary of the proposed Solution so that readers have an overview of **how** you propose to address the defect.

Insert text here

## 2 Governance

### Justification for Part 1 and Part 2 Matter

A Change Proposal (CP) must be categorised as a Part 1 or Part 2 matter in accordance with Clause 10.4.7 of the DCUSA. All Part 1 matters require Authority Consent. [\[See Guidance Note 2 in Part C of this document\]](#).

Provide your rationale why you consider this change is a Part 1 or Part 2 Matter, referring to the relevant criteria.

### Requested Next Steps

This Change Proposal should: *(delete as appropriate)*

- Be treated as a Part 1/Part 2 Matter
- Be treated as a Standard/Urgent Change
- Proceed to Change Report/Working Group

Please provide any additional information to support your preferred next steps, such as any critical events driving the timeline.

Insert text here

## 3 Why Change?

Please concisely set out **why** a change to the code is proposed – i.e. **why** the identified defect/change in the existing code needs to be rectified, what happens if the change isn't made, what is driving the change, what parties are impacted, why is this a Code matter. Proposers should also consider whether additional context and/or background should be included here that is not forming part of the Solution and will to assist wider understanding.

Insert text here

## Part B: Code Specific Details

## 4 Solution and Legal Text

Please concisely set out in detail the Code changes that are proposed, setting out specific document changes to the Code. [\[See Guidance Note 4\]](#).

This section is “owned” by the proposer and will not be altered by the working group and so should set out the change you, as proposer, wish to see made – which can be amended later to take into account issues raised by a Working Group.

### Legal Text

This section will be used to produce the legal text that changes the Code. It should therefore be in sufficient detail to act as legal instructions and enable the drafting of text. In general, the provision of business rules is recommended.

The proposer may wish to utilise subheadings.

The Proposer is welcome to put forward suggested legal text, either within this document or within an attachment.

### Text Commentary

In support of the legal text provided, the proposer/ legal representative should provide a plain English explanatory note setting out the approach taken to converting the Solution into legal text, illustrating how the legal text delivers the intent of the Solution.

Insert text here

## 5 Code Specific Matters

### Reference Documents

Provide any reference documents that need to be considered i.e. as part of development of the Change Proposal.

Insert text here

## 6 Relevant Objectives

**Please Note:** Charging Methodology Change Proposals should only be assessed against the DCUSA Charging Methodology Objectives and the General Change Proposals should be assessed on DCUSA General Objectives.

DCUSA Charging Objectives	Identified impact
Please tick the relevant boxes. <a href="#">[See Guidance Note 10]</a>	

<input type="checkbox"/> 1 that compliance by each DNO Party with the Charging Methodologies facilitates the discharge by the DNO Party of the obligations imposed on it under the Act and by its Distribution Licence	Positive/Negative/None
<input type="checkbox"/> 2 that compliance by each DNO Party with the Charging Methodologies facilitates competition in the generation and supply of electricity and will not restrict, distort, or prevent competition in the transmission or distribution of electricity or in participation in the operation of an Interconnector (as defined in the Distribution Licences)	Positive/Negative/None
<input type="checkbox"/> 3 that compliance by each DNO Party with the Charging Methodologies results in charges which, so far as is reasonably practicable after taking account of implementation costs, reflect the costs incurred, or reasonably expected to be incurred, by the DNO Party in its Distribution Business	
<input type="checkbox"/> 4 that, so far as is consistent with Clauses 3.2.1 to 3.2.3, the Charging Methodologies, so far as is reasonably practicable, properly take account of developments in each DNO Party's Distribution Business	Positive/Negative/None
<input type="checkbox"/> 5 that compliance by each DNO Party with the Charging Methodologies facilitates compliance with the Regulation on Cross-Border Exchange in Electricity and any relevant legally binding decisions of the European Commission and/or the Agency for the Co-operation of Energy Regulators.	Positive/Negative/None
<input type="checkbox"/> 6 that compliance with the Charging Methodologies promotes efficiency in its own implementation and administration.	Positive/Negative/None
<p><i>Please explain how this change will better facilitate the relevant DCUSA Charging Objectives and concisely explain the rationale</i></p> <p><a href="#">[See Guidance Note 11]</a></p>	
<p><b>DCUSA General Objectives</b></p> <p>Please tick the relevant boxes. <a href="#">(See Guidance Note 9)</a></p>	<b>Identified impact</b>
<input type="checkbox"/> 1 The development, maintenance and operation by the DNO Parties and IDNO Parties of efficient, co-ordinated, and economical Distribution Networks	Positive/Negative/None
<input type="checkbox"/> 2 The facilitation of effective competition in the generation and supply of electricity and (so far as is consistent therewith) the promotion of such competition in the sale, distribution and purchase of electricity	Positive/Negative/None
<input type="checkbox"/> 3 The efficient discharge by the DNO Parties and IDNO Parties of obligations imposed upon them in their Distribution Licences	Positive/Negative/None
<input type="checkbox"/> 4 The promotion of efficiency in the implementation and administration of the DCUSA	Positive/Negative/None

<input type="checkbox"/> 5 Compliance with the Regulation on Cross-Border Exchange in Electricity and any relevant legally binding decisions of the European Commission and/or the Agency for the Co-operation of Energy Regulators.	Positive/Negative/None
<p><i>Please explain how this change will better facilitate the relevant DCUSA Code objectives and concisely explain the rationale</i></p> <p><a href="#">[See Guidance Note 10]</a></p>	

## 7 Impacts & Other Considerations

*Please concisely set out in detail any potential cross-code, consumer or environmental impacts and attach or reference any other, related work.*

*Provide detail on:*

- i. Who (i.e. which industry roles) is impacted;*
- ii. Which processes are impacted; and*
- iii. Systems impacted*

### Does this Change Proposal impact a Significant Code Review (SCR) or other significant industry change projects, if so, how?

*Please provide the main impacts so that readers have an overview of how the change proposed will affect the identified SCR/project.*

Insert text here

### Does this Change Proposal Impact Other Codes?

Please tick the relevant boxes and provide any supporting information. [\[See Guidance Note 6\]](#)

- BSC
- CUSC
- Grid Code
- MRA
- SEC
- Other
- None

### Consideration of Wider Industry Impacts

*Has this issue been discussed at any other industry forums? If so, please specify and provide supporting documentation*

Insert text here [\[See Guidance Note 6\]](#)

### Confidentiality

Insert text here [\[See Guidance Note 8\]](#)

## 8 Implementation

*Please provide any views you have on implementation timescales [\[See Guidance Note 5\]](#)*

### Proposed Implementation Date

Insert text here

## 9 Recommendations

*The Code Administrator will provide a summary of any recommendations/determinations provided by the Panel in considering the initial Change Proposal. This will form part of a Final Change Report.*

### Part C: Guidance Notes for Completing the Form

Ref	Section	Guidance
1	<b>Attachments</b>	Append any proposed legal text or supporting documentation in order to better support / explain the CP.
2	<b>Governance</b>	<p>A CP must be categorised as a Part 1 or Part 2 matter in accordance with Clause 10.4.7 of the DCUSA. All Part 1 matters require Authority Consent.</p> <p>Part 1 Matter</p> <p>A change Proposal is considered a Part 1 Matter if it satisfies one or more of the following criteria:</p> <p>a) it is likely to have a significant impact on the interests of electricity consumers;</p> <p>b) it is likely to have a significant impact on competition in one or more of:</p> <ul style="list-style-type: none"> <li>i. the generation of electricity;</li> <li>ii. the distribution of electricity;</li> <li>iii. the supply of electricity; and</li> <li>iv. any commercial activities connected with the generation, distribution or supply of electricity;</li> </ul> <p>c) it is likely to discriminate in its effects between one Party (or class of Parties) and another Party (or class of Parties);</p> <ul style="list-style-type: none"> <li>i. it is directly related to the safety or security of the Distribution Network; and</li> <li>ii. it concerns the governance or the change control</li> </ul>

		<p>arrangements applying to the DCUSA; and</p> <p>iii. it has been raised by the Authority or a DNO/IDNO Party pursuant to Clause 10.2.5, and/or the Authority has made one or more directions in relation to it in accordance with Clause 11.9A.</p> <p>Part 2 Matter</p> <p>A CP is considered a Part 2 Matter if it is proposing to change any actual or potential provisions of the DCUSA which does not satisfy one or more of the criteria set out above.</p>
3	<b>Related Change Proposals</b>	Indicate if the CP is related to or impacts any CP already in the DCUSA or other industry change process.
4	<b>Proposed Solution and Draft Legal Text</b>	<p>Outline the proposed solution for addressing the stated intent of the CP. The Change Proposal Intent will take precedence in the event of any inconsistency. A DCUSA Working Group may develop alternative solutions.</p> <p>The plain English description of the proposed solution should include the changes or additions to existing DCUSA Clauses (including Clause numbers).</p> <p>Insert proposed legal drafting (change marked against any existing DCUSA drafting) which enacts the intent of the solution. The legal text will be reviewed by the Working Group (if convened) and is likely to be subject to legal review as part of its progress through the DCUSA change process.</p>
5	<b>Proposed Implementation Date</b>	<p>The Change can be implemented in February, June, and November of each year or as an extraordinary release. For Charging Methodology CPs, select an implementation date which takes into consideration the minimum notice periods for publishing tariffs. These are:</p> <ul style="list-style-type: none"> <li>• 15 months, for DNOs acting within their Distribution Services Areas; or</li> <li>• 14 months, for IDNOs and DNOs acting outside their Distribution Services Area.</li> </ul> <p>Please select an implementation date that provides sufficient time for the Change to be incorporated into the appropriate charging model and the DCUSA in order to be reflected in future tariffs.</p> <p>Contact the DCUSA helpdesk for any further information on the releases <a href="mailto:dcusa@electralink.co.uk">dcusa@electralink.co.uk</a>.</p>
6	<b>Impacts &amp; Other Considerations</b>	Indicate whether this Change Proposal will be impacted by or have an impact upon wider industry developments. If an impact is identified, explain why the benefit of the Change Proposal may outweigh the potential impact and indicate the likely duration of the Change.

7	<b>Environmental Impact</b>	Indicate whether it is likely that there would be a material impact on greenhouse gas emissions as a result of the proposed variation being made. Please see <a href="#">Ofgem Guidance</a> .
8	<b>Confidentiality</b>	Clearly indicate if any parts of this Change Proposal Form are to remain confidential to DCUSA Panel (and any subsequent DCUSA Working Group) and Ofgem
9	<b>DCUSA General Objectives</b>	Indicate which of the DCUSA Objectives will be better facilitated by the Change Proposal.
10	<b>Detailed Rationale for DCUSA Objectives</b>	Provide detailed supporting reasons and information (including any initial analysis that supports your views) to demonstrate why the CP will better facilitate each of the DCUSA Objectives identified.
11	<b>DCUSA Charging Objectives</b>	Indicate which of the DCUSA Charging Objectives will be better facilitated by the Change Proposal.
12	<b>Defining ‘Material’ for Charging Methodology Changes</b>	In respect of proposals to vary one or more of the Charging Methodologies, such proposals shall be deemed to be “material” if they might reasonably be expected to have a significant impact on the tariffs calculated under one or more of the methodologies.