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<b>Meeting Name</b>	DCUSA Panel
<b>Meeting Date</b>	18 June 2008
<b>Paper Title</b>	Initial Assessment Report – DCP 028
<b>Purpose of Paper</b>	For Decision
<b>Synopsis</b>	This paper presents a Change Proposal that has been submitted to the DCUSA Secretariat and requests agreement on its progression.

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## 1 INTRODUCTION

- 1.1 This paper refers a DCUSA Change Proposal (DCP) to the DCUSA Panel for agreement on its progression.
- 1.2 The CP has been assessed by the Secretariat in accordance with Section 10.11 of the DCUSA. The CP has met the requirements and ElectraLink has prepared a recommendation for consideration by the Panel.

## 2 SUMMARY OF CHANGE PROPOSAL FOR CONSIDERATION

- 2.1 DCP 028 – *'Timescales associated with cheque processing'* is attached as Appendix A. The following table shows a summary of the CP:

Raising Party	Electricity North West Limited
CP Status	Standard
Change Synopsis	As a consequence of the acceptance by the Authority of DCP022 this change proposal has been raised to specify a timescale for the submission of cheques to Party members.
Parties Impacted	Distributors, Suppliers & IDNOs
Part 1 / Part 2	Part 1
Authority Consent	Required
Proposed Implementation	November 2008

### 3 DCP 028- TIMESCALES ASSOCIATED WITH CHEQUE PROCESSING

- 3.1 DCP 028 has been raised by Electricity North West following the approval of DCP 022 – Annual Rebates by Cheque. DCP 022 introduced the ability for DCUSA Limited to issue annual rebates to Parties via either a cheque or credit note. Electricity North West considers that where the proposed reimbursement is by cheque (18.13.1.A) the DCUSA should specify a timeline for when the cheque is to be sent out to Party members.
- 3.2 Electricity North West Limited considers that the implementation of DCP 028 will better facilitate Objective 4<sup>1</sup> of the DCUSA Objectives by providing clear guidelines on when cheques are to be submitted.

### 4 PROGRESSION OF DCP 028

- 4.1 It is recommended that the CP be categorised as a Part 1 matter in accordance with Clause 9.4 and Clause 9.5 of the Agreement as it impacts Section 1B – Governance.
- 4.2 It is recommended that the CP should be entered directly into the Report Phase in accordance with Clause 11.6 as the proposal is “concerned solely with the technical legal drafting” of the Agreement.
- 4.3 A proposed timetable for the progression of the proposal is outlined below:

Activity	Latest Date
Panel Meeting – IA agreed	18 June 2008
Legal Review of proposed drafting	23 June – 07 July 2008
Panel Meeting – Change Proposal agreed	16 July 2008
Party Voting	17 July – 31 July 2008
Change Declaration	01 August 2008
Authority Determination	01 August – 05 September 2008
Implementation	November 2008

### 5 RECOMMENDATIONS

The DCUSA Panel is invited to:

- Consider whether to accept the referral of DCP 028;
- Agree that the CP should be treated as a Part 1 matter;
- Agree that the CP should be progressed through the Report Phase; and
- Agree the progression of the CP in accordance with the timetable set out in Section 4.4.

### 6 APPENDICES

- Appendix A – DCP 028

<sup>1</sup> The promotion of efficiency in the implementation and administration of this Agreement