

## DCUSA Panel Meeting 137

15 November 2017 at 10:30

ElectraLink, Third Floor, Northumberland House, 303-306 High Holborn, London, WC1V 7JZ / Teleconference

Attendee	Representing	Company
<b>Panel Members</b>		
John Lawton [JL] (Chair)	Panel Member	DCUSA Ltd
Julia Haughey [JH]	Panel Member	DCUSA Ltd
Kevin Woollard [KW]	Panel Member	DCUSA Ltd
Peter Waymont [PW]	Panel Member	DCUSA Ltd
<b>Observers (Open Session Only)</b>		
Andy Bard [AB]	Observer	MRA
Vivian Marangoni [VM] (teleconference)	Observer	Ofgem
Karl Maryon [KM]	Observer	Haven Power
Alessandra De Zottis [AZ]	Observer	UK Power Reserve
<b>Code Administrator</b>		
Dan Fittock [DF]	Secretariat	ElectraLink Ltd
Angelo Fitzhenry [AF]	Secretariat	ElectraLink Ltd
Dylan Townsend [DT]	Technical Secretariat	ElectraLink Ltd

Apologies	Company
Thomas Cadge	DCUSA Ltd
Lucy Hibbert	DCUSA Ltd

## Part One: General (Open Session)

### 1. Administration

- 1.1 The minutes of the last meeting were approved as an accurate record of proceedings, subject to the amendments outlined below:
- The actions log text for items (136/11 and 136/12) need to be amended to state that each is to progress as a Part 1 Matter and for it to be progressed via a Working Group.

**ACTION: Panel \_136/01: ElectraLink to amend the minutes of the previous meeting as follows:**

- **The actions log text for items (136/11 and 136/12) need to be amended as follows:**

136/11	Progress DCP 313 as a Part 1 Matter and for it to be progressed via a Working Group.
136/12	Progress DCP 313 as a Part 1 Matter and for it to be progressed via a Working Group.

- 1.2 The Panel reviewed the open actions, updates on all actions are set out in Appendix A.

### 2. DCUSA Operational Plan

- 2.1 The Panel noted the contents of the DCUSA Operational Plan (see Appendix B). The Chair highlighted that this is a standing agenda item, however considered that this particular activity could be closed dependent upon the outcome of the DCMDG meeting on 16 November 2017.

### 3. Monitoring Activities Log

- 3.1 The Panel noted the contents of the DCUSA Monitoring Activities Log (see Appendix B) and did not request any additions to the log.

### 4. Updates from Industry Codes

#### Balancing Settlement Code (BSC)

- 4.1 It was noted that that no update paper was provided to the Panel this month. The Panel requested that the Secretariat ask that the BSC representative provide a paper when not attending the Panel meeting to provide an update.

**ACTION: Panel \_137/02: ElectraLink to ask that the BSC representative provide a paper when not attending the Panel meeting to provide an update.**

#### Master Registration Agreement (MRA)

- 4.2 The MRA update was circulated prior to the meeting. The following items were noted by AB during the meeting:

##### **The MRA Development Board (MDB) Update**

- The MDB last convened on 26 October 2017.
- The following change proposals were voted on and accepted at the meeting:

- WPPS CP 0135 – Remove WP45 from WPPS
- WPPS CP 0136 – Delete WP61 from WPPS
- WPPS CP 0134- Remove WP28 from WPPS
- DTC CP 3519 – Add rules to Annex C on use of DTC J0275 and J0274 on D0011 and D0155
- It was noted that there are a number of changes that are out for Impact Assessment for a period of 10 Working days and will go back to the MDB for Vote. It was also noted that there are a few changes out for Impact Assessment for a period of 30 Working Days.

#### **Issues Resolution Expert Group (IREG) Update**

- The IREG last met on 08 November 2017, the following items were covered:
- MIF219 – Accuracy of Working Practice Product Set (WPPS): IREG were presented with updates on the review of the Working Practices (WP) and agreed on the progression route for all that were presented: Working Practice group ....
- MIF248 – Plot Addresses: IREG requested that a special IREG meeting be organised to be held on Wednesday 22nd November 2017.
- MIF236 – DTC Annex C – Wording not mandating population of data items: IREG reviewed the responses to a Request for Information and noted that all instances of ‘should’ identified in specific Data Flows in Annex C could be changed to ‘shall’. These instances will be included in a CP that will also look to introduce a contents page to Annex C.
- MIF239 – Permissible symbols included in email addresses sent through the DTN: No significant issues were identified and therefore IREG agreed no action was required and the MIF could be closed, however it was noted that ongoing monitoring will take place with ElectraLink.
- MIF242 – Notification to Supplier of a Customer Preferred Agent’s contact end: IREG advised that as agents are not a party to the MRA but are governed under the BSC a change should be made to the BSC and not the MRA.
- MIF245 – DTC Annex D use of ‘Not Used’ as the description of a valid value: It was noted that further work is to be undertaken regarding this MIF.
- It was noted that the next IREG meeting is scheduled for 13 December 2017.

#### **Ofgem**

- 4.3 VM noted that a Working Paper has been issued out to industry which relates to the Targeted Charging Review and an update on approach to reviewing residual charging arrangements. It was also noted that two workshops will be held in November in Glasgow and London to facilitate discussion on the topic.
- 4.4 It was noted that the first meeting of the Charging Futures Forum (CFF) occurred on 09 November 2017 and that a second CFF meeting is planned for February 2018 but no firm date has been set. The next Charging Delivery Body (CDB) meeting will be held on 29 November 2017.

#### **Smart Energy Code (SEC)**

- 4.5 The SEC update was circulated prior to the meeting. The Panel noted the contents of the update.

## 5. Accession Applications

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- 5.1 DF presented the Accession Applications cover paper to the Panel. See paper (Panel\_2017\_1115\_01). The paper presented the Accession Application for Arizona Energy Limited and Murphy Power Distribution Limited for consideration by the Panel.
- 5.2 For the Accession Application for Arizona Energy Limited and Murphy Power Distribution Limited, the Panel agreed to:
- Instruct the Panel Secretary to notify the Party and the Authority of the Applicants identity and the information which will form the Party details;
  - Instruct the Panel Secretary to prepare an Accession Agreement for the Applicant; and
  - That the Board is to execute an Accession Agreement on behalf of all Parties.
- 5.3 ElectraLink took an action to process the Accession Applications.

**ACTION: Panel \_137/03: ElectraLink to progress the Accession Applications for Arizona Energy Limited and Murphy Power Distribution Limited.**

- 5.4 The Panel requested that in future, the table provided in the Accession Applications cover paper includes the Party category for each of the applicants.

**ACTION: Panel \_137/04: ElectraLink to amend the table provided in the Accession Applications cover paper to include the Party category for each of the applicants.**

## 6. IWG Headline Report

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- 6.1 DF presented the IWG Headline Report which was circulated prior to the meeting. See paper (Panel\_2017\_1115\_02). The Panel noted the contents of the report.

## 7. Ofgem's Faster Switching Programme Update

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- 7.1 DF provided the Panel with a verbal update on Ofgem's Faster Switching Programme. The update covered the following;
- Regulatory Design Team (RDT) - The User Group meeting was held on Monday, 6 November 2017, where Ofgem explained that responses to the consultation regarding Xoserve and the Central Switching Serviced (CSS) were expected to be published mid-November and an Ofgem decision made in January 2018. Members briefly discussed the scope, deliverables and risks involved with developing the CSS.
  - RDT continue to work on the transitional governance arrangements, including the modification process and Significant Code Review procedures.
  - Design Team - The Delivery and Regulatory workstreams are now starting to develop products based on the output of the Design workstream.
  - The Delivery workstream will be producing a number of products, covering Transition, Test Strategy and Data Migration. To complete early Q1 2018 and form part of the programme 'Design Baseline 3' output.

## 8. DCUSA Action Plan on Ofgem’s CGR3 Final Proposals

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8.1 DT presented the DCUSA Action Plan on Ofgem’s CGR3 Final Proposals which was circulated prior to the meeting. See paper (Panel\_2017\_1115\_03). It was noted that during the October meeting, the Panel requested one item be re-opened. The Secretariat noted that item (i) of 5 had been re-opened as the two items (i) and (ii) had been incorrectly set out in some columns. The red-lined tracked changed version of the document that was provided was approved by the Panel

## 9. DCUSA Panel 2018 Meeting Dates

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9.1 DT presented the DCUSA Panel 2018 Meeting Dates paper which was circulated prior to the meeting. See paper (Panel\_2017\_1115\_04). The paper detailed the proposed 2018 DCUSA Panel Meeting dates for consideration and approval by the Panel. The Panel approved the 2018 DCUSA Panel meeting dates as set out in the paper.

**ACTION: Panel \_137/05: ElectraLink to add the approved DCUSA Panel 2018 meeting dates on the website.**

## 10. DCUSA Release Dates

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10.1 DT provided the Panel with a verbal update regarding the expected DCUSA Release dates for 2018 which were noted as the following:

- 22 February
- 01 April
- 28 June
- 01 October
- 01 November

10.2 The Panel questioned the need for the 01 October date to which the Secretariat noted that previous years had included such a date and it had only been included for consistency. The Panel agreed that there is no need for the 01 October release date and as such should not be included. The Panel approved the dates as set out in the table below.

Year	February Release	Special Release	June Release	November Release
2018	22 February	01 April	28 June	01 November

## 11. DCP 268 – Ofgem Decision to Send Back

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11.1 DF presented the ‘DCP 268 - Ofgem’s Decision to Send Back’ paper which was circulated prior to the meeting. See paper (Panel\_2017\_1115\_05). The paper briefed the DCUSA Panel on the decision by Ofgem to send the DCP 268 Change Declaration back to industry and sought guidance from the Panel on the way forward for DCP 268.

11.2 The Panel noted the contents of the paper and agreed that the DCP 268 Working Group should be reconvened to resolve the areas highlighted by Ofgem.

**ACTION: Panel \_137/06: ElectraLink to reconvene the DCP 268 Working Group to resolve the areas highlighted by Ofgem in their decision letter.**

## Part Two: Change Administration (Open Session)

### 12. Change Register

12.1 The Secretariat presented the Change Register updates and the Work Plan activities. See paper (Panel\_2017\_1115\_06). The Panel noted the contents of the Change Register and requested that the legal text overlap tracker is updated to reflect the current changes and applicable dates.

**ACTION: Panel \_137/07: ElectraLink to amend the legal text overlap tracker contained within the Change Register to reflect the current changes and applicable dates.**

12.2 The Panel reviewed the Work Plans for DCPs **307 and 283** and approved each of the Work Plans in accordance with the timescales set out in the Attachments.

### 13. Initial Assessments

13.1 The Secretariat noted that no new Change Proposals (CPs) had been submitted in the past month and thus no CPs are submitted to the Panel for initial assessment.

### 14. Change Reports: DCP 297

14.1 The Secretariat presented the Change Report Cover paper, which detailed the attached Change Report for DCP 297. See paper (Panel\_2017\_1115\_07).

#### **DCP 297 – ‘Network Interventions SLA Enhancement’ -**

14.2 The Panel reviewed the DCP 297 Change Report and raised the following concerns:

- the Change Report appears to be centred on the Proposer’s view and not that of the Working Group;
- there are quality Issues with spelling and use of apostrophes throughout; and
- there appear to be conflicting views within the Working Group in some areas, including the Objectives section.

14.3 The Panel agreed that the Working Groups position needs to be clarified throughout including in the Objectives section, and if need be, any opposing views can be detailed within the report. The Panel also agreed that the quality issues need to be rectified prior to resubmission.

14.4 The Panel also requested that the Working Group consider the impacts on IDNOs, as if IDNOs are bound to the obligation then changing the obligation will have impacts and thus IDNO Parties need to be able to vote on the proposal.

**ACTION: Panel \_137/08: ElectraLink to take the DCP 297 Change Report back to the IWG and ensure the following areas are addressed:**

- the Working Groups position needs to be clarified throughout including in the Objectives section, and if need be, any opposing views can be detailed within the report
- the quality issues with spelling and use of apostrophes need to be rectified prior to resubmission
- consider the impacts on IDNOs, as if IDNOs are bound to the obligation then changing the obligation will have impacts and thus IDNO Parties need to be able to vote on the proposal.

## 15. Housekeeping Log

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- 15.1 The Secretariat presented the Housekeeping Log Summary Paper and Housekeeping Log which were circulated prior to the meeting. See paper (Panel\_2017\_1115\_08). It was noted that no new items were detailed in the paper.
- 15.2 AF highlighted that ElectraLink no longer has a fax facility and as such questioned if the Panel believe a housekeeping change should be raised to remove references to fax or facsimile in the DCUSA. The Panel agreed that the removal of references to fax or facsimile could be added to the Housekeeping Log Summary Paper for review by the Panel at their meeting in December.

**ACTION: Panel \_137/09: ElectraLink to add the removal of references to fax or facsimile to the Housekeeping Log Summary Paper for review by the Panel at their meeting in December**

## 16. Any other Business

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- 16.1 There were no items of any other business discussed.

## Next Meeting – 20 December 2017 at 10:00am

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The meeting venue is ElectraLink, Northumberland House, 303-306 High Holborn, London WC1V 7JZ

## Appendix A: Summary of Actions

### New and Open Actions – Open Session

Action Ref.	Action	Owner	Update
134/03	Investigate whether GFP Trading Ltd require a licence and provide confirmation to the Panel of the outcome of the investigation prior to resubmitting the Accession Application to the Panel.	ElectraLink / PW	<p>20/09/2017 – Ongoing: noted that licence not required due to amount of generation not exceeding limits after which a licence would be required. GFP Trading Ltd is not Party to the CUSC so does not meet conditions precedent. PW to confirm the best way forward.</p> <p>18/10/2017 – In progress – PW noted that GFP Trading are both a CVA registrant and a generator and believes that they can accede. Comfortable with no generation licence. ElectraLink to confirm with GFP if it their intention to accede to the CUSC within 6-months and in that case accession can progress.</p> <p>Possibility to look at changing the conditions precedent and confirm whether the rules are applicable these days. PW will talk to DCUSA legal advisors to confirm the above.</p> <p>15/11/2017 – Ongoing: Panel noted they will wait until further information is received from the CUSC and will address at the December Panel meeting.</p>
136/02	Review the Ofgem consultation titled 'Delivering Faster and More Reliable Switching: proposed new switching arrangements' and confirm if there are references to TRAS and if so note the references in the Monitoring Activities Log. ElectraLink to add the link to the DWG page on the ELEXON website to the Monitoring Activities Log.	ElectraLink	15/11/2017 - Ongoing
136/05	Contact Tru Energy Limited and explain that the Panel have requested that they apply for derogation extension with a sensible timeline which reflects the stage that they	ElectraLink	15/11/2017 – Ongoing: Verbal updated provided to state that the derogation extension application has been received and will be issued to the Panel today (15/11/2017).



	are up to. The derogation extension should be sent back within five working days and then submitted to the Panel ex-committee for approval.						
136/06	Ensure that the DCMDG discuss how they wish to run and operate in the future and in doing so create a well-defined pre-modification process for issues and solutions relating to the charging methodologies. The options that come out of the discussion are to be presented to the Panel.	ElectraLink	<a href="#">15/11/2017 – Ongoing: Next DCMDG is scheduled for 16 November 2017.</a>				
136/07	Complete a general tidy up of the DCMDG ToR as noted in the minutes and to ensure ElectraLink to ensure that the DCMDG discuss the two items that remain on the actions log from Ofgem’s CGR3 Final Proposals.	ElectraLink	<a href="#">15/11/2017 – Ongoing: Next DCMDG is scheduled for 16 November 2017.</a>				
137/01	<p>Amend the minutes of the previous meeting as follows:</p> <ul style="list-style-type: none"> <li>The actions log text for items (136/11 and 136/12) need to be amended as follows:</li> </ul> <table border="1" data-bbox="331 997 869 1318"> <tr> <td>136/11</td> <td>Progress DCP 313 as a Part 1 Matter and for it to be progressed via a Working Group.</td> </tr> <tr> <td>136/12</td> <td>Progress DCP 313 as a Part 1 Matter and for it to be progressed via a Working Group.</td> </tr> </table>	136/11	Progress DCP 313 as a Part 1 Matter and for it to be progressed via a Working Group.	136/12	Progress DCP 313 as a Part 1 Matter and for it to be progressed via a Working Group.	ElectraLink	
136/11	Progress DCP 313 as a Part 1 Matter and for it to be progressed via a Working Group.						
136/12	Progress DCP 313 as a Part 1 Matter and for it to be progressed via a Working Group.						

137/02	Ask that the BSC representative provide a paper when not attending the Panel meeting to provide an update.	ElectraLink	
137/03	Progress the Accession Applications for Arizona Energy Limited and Murphy Power Distribution Limited.	ElectraLink	
137/04	Amend the table provided in the Accession Applications cover paper to include the Party category for each of the applicants.	ElectraLink	
137/05	Add the approved DCUSA Panel 2018 meeting dates on the website.	ElectraLink	
137/06	Reconvene the DCP 268 Working Group to resolve the areas highlighted by Ofgem in their decision letter.	ElectraLink	
137/07	Amend the legal text overlap tracker contained within the Change Register to reflect the current changes and applicable dates.	ElectraLink	
137/08	<p>Take the DCP 297 Change Report back to the IWG and ensure the following areas are addressed:</p> <ul style="list-style-type: none"> <li>the Working Groups position needs to be clarified throughout including in the Objectives section, and if need be, any opposing views can be detailed within the report</li> <li>the quality issues with spelling and use of apostrophes need to be rectified prior to resubmission</li> </ul>	ElectraLink	

	<ul style="list-style-type: none"> <li>consider the impacts on IDNOs, as if IDNOs are bound to the obligation then changing the obligation will have impacts and thus IDNO Parties need to be able to vote on the proposal.</li> </ul>		
137/09	Add the removal of references to fax or facsimile to the Housekeeping Log Summary Paper for review by the Panel at their meeting in December	ElectraLink	

#### Closed Actions – Open Session

Action Ref.	Action	Owner	Update
113/07	Process the Accession Application for Home Counties Energy PLC once the MPID has been provided.	ElectraLink	<p>21/09/2016 – Ongoing</p> <p>18/10/2016 – Ongoing</p> <p>14/12/2016 – Ongoing No MPID</p> <p>11/01/2017 – Ongoing</p> <p>Checked with Elexon - No MPID</p> <p>08/02/2017 – Ongoing</p> <p>08/03/2017 – Ongoing</p> <p>19/04/2017 – Ongoing</p> <p>21/06/2017 – Ongoing – The Panel requested for the following checks to be completed: have that got a licence, are they going through MRA/BSC processes.</p> <p>19/07/2017 – Ongoing</p> <p>16/08/2017 – Ongoing – The Secretariat has completed the requested checks. It is confirmed that they have a licence but are not going through any other industry processes.</p> <p>20/09/2017 – Ongoing – Panel to decide what it will do for this Accession. PW to confirm the best way forward.</p>

			<p>18/10/2017 – Ongoing - Not in process of getting MPID and can choose to push back if they don't appear to meet the conditions precedent for the following 6-months. Panel agreed to push back and requested the Secretariat contact Home Counties Energy PLC to notify them of the decision.</p> <p><a href="#">15/11/2017 – Completed – Confirmed that confirmation of the Panel's decision has been issued to Home Counties Energy PLC</a></p>
129/03	Provide verbal update on GnERGY Limited's progression in meeting TRAS requirements post Derogation at the April DCUSA Panel meeting.	ElectraLink	<p>19/04/2017 – Ongoing No Update</p> <p>17/05/2017 - Ongoing verbal update provided at the DCUSA Panel Ex-committee meeting. Gnergy's derogation was extended to 21 June.</p> <p>21/06/2017 – In progress: We asked Gnergy to confirm that they are now submitting TRAS files. Still awaiting response.</p> <p>19/07/2017 – In progress: Gnergy confirmed that they are now submitting TRAS files,</p> <p>16/08/2017 – In progress: TRAS yet to confirm a successful submission.</p> <p>20/09/2017 – In progress: TRAS confirmed that they have not received a successful submission from GnERGY.</p> <p>18/10/2017 – In progress: DT confirmed the above is still true however an escalation process is being looked into by the TEG.</p> <p><a href="#">15/11/2017 – Completed - Panel noted this item can be closed off from the Panel action log and that it can be picked up by the TEG.</a></p>
136/01	<p>Amend the minutes of the previous (open session) meeting as follows:</p> <p>The second sentence of paragraph 9.2 should read Part (ii) of item 5 and not Part (ii) of item 7. The Secretariat was also asked to cross reference this against the action and the action log.</p>	ElectraLink	<a href="#">15/11/2017 - Completed</a>
136/03	Progress the Accession Application for Washington Energy Limited.	ElectraLink	<a href="#">15/11/2017 - Completed</a>

136/04	Contact the DCUSA Modelling Consultant for confirmation if any further modelling will be required or if the models produced as part of the Working Group phase for DCP 268 will be sufficient.	ElectraLink	15/11/2017 - Completed
136/08	Contact the proposer of DIF 52 'Operational Contacts' to ask if they wish to close the issue down or to leave it open for the provision on updates to the SIG	ElectraLink	15/11/2017 – Completed – feedback received from the proposer of DIF 52
136/09	Amend the Action Plan for Ofgem's CGR3 Final Proposals by re-opening part (ii) of item 5.	ElectraLink	15/11/2017 – Completed – re-opened item (i) of 5 as the two items (i) and (ii) had been incorrectly set out in some columns.
136/10	Progress DCP 311 as a Part 1 Matter and for it to be progressed via a Working Group.	ElectraLink	15/11/2017 - Completed
136/11	Progress DCP 313 as a Part 1 Matter and for it to be progressed via a Working Group.	ElectraLink	15/11/2017 - Completed
136/12	Progress DCP 313 as a Part 1 Matter and for it to be progressed via a Working Group.	ElectraLink	15/11/2017 - Completed
136/13	Issue the DCP 295 Change Report to Parties to vote upon on 20 October 2017 for a period of three weeks.	ElectraLink	15/11/2017 – Completed – Noted that the Change Report was not issued for voting due to potential issue raised by proposer prior to issuing.
136/14	Issue the DCP 308 Change Report to Parties to vote upon on 20 October 2017 for a period of three weeks.	ElectraLink	15/11/2017 - Completed
136/15	Issue the DCP 309 Change Report to Parties to vote upon on 20 October 2017 for a period of three weeks.	ElectraLink	15/11/2017 - Completed

136/16	Issue the DCP 310 Change Report to Parties to vote upon on 20 October 2017 for a period of three weeks.	ElectraLink	15/11/2017 - Completed
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## Appendix B: DCUSA Operational Plan

### Active Projects (All amendments in this month are shown in blue)

No	Task	Status
1	Ofgem Code Governance Review Phase 3 (CGR3) Final Proposals	<p>On 31 March 2016, Ofgem set out its Final Proposals as part of CGR3. The third phase of the review has sought to review the effectiveness of the key measures introduced under previous phases of the CGR, in order to identify further reforms. The reforms put forward by Ofgem seek to both ensure that the governance arrangements of all industry codes deliver both non-material self-governance changes and more complex changes in an efficient and timely way and that the governance arrangements also promote transparency and accessibility for all industry participants.</p> <p>Since April 2016 the Secretariat has been providing the Panel with monthly project updates on the implementation of CGR3 outcomes in the closed session Panel meetings. This item has been moved to the Open Session and updates on the CGR3 activities will be added to the Operational log going forward.</p> <p>October 2016 – The Panel noted the Secretariat issued an email requesting Parties who do not wish to be contacted by the Ofgem selected research agency to notify the Secretariat accordingly. Parties were given a two-week period to respond and where Parties either opt out or an out of office notification is received, the Panel agreed that such Party details should not be passed on to research agency.</p> <p>DCUSA Voting Process – The Panel reviewed the DCUSA Voting Process response email and agreed for this to be issued to the DCUSA Parties.</p> <p>December 2016 - The Panel requested for the CGR3 Action Plan Attachment to be updated in the following manner:</p> <ul style="list-style-type: none"> <li>• A check on the progress of all items and correcting status' as required.</li> <li>• Completed items need to be updated to blue status colour.</li> </ul> <p>February 2017 - The CGR3 Paper and Action log were provided to the Panel who subsequently review the action log and requested for the action log to be updated in line with the minutes above.</p>

		June 2017 – The Panel noted that the DCUSA Action Plan on Ofgem’s CGR3 Final Proposals is now a standing agenda item for the DCUSA Panel Open Session.
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## Appendix B: DCUSA Monitoring Activities Log

**Please note: The DCUSA Panel have agreed that the Monitoring Activities Log can be removed as an appendix to the minutes and incorporated into the Horizon Plan being produced as per the CACoP principles, and then to be amalgamated with the Horizon Plans for all Codes. This will either form a background ‘tab’ in the spreadsheet or developed into a cover paper to the Horizon Plan.**

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