

## Appendix A: Summary of Actions

### New and Open Actions – Open Session

Action Ref.	Action	Owner	Update
104/01	PW to work with the Secretariat and the DCUSA legal text advisor on DCP 226 'Housekeeping 66/72/73/77/80' to review and revise the DCUSA document.	Peter Waymont	21/09/2016 - On-hold
113/07	Process the Accession Application for Home Counties Energy PLC once the MPID has been provided.	ElectraLink	21/09/2016 – Ongoing 18/10/2016 – Ongoing 14/12/2016 – Ongoing No MPID
117/08	Process the Withdrawal Notices and Shares Transfer letters once Ofgem publish their Notice of Licence revocation. (See board Energy Limited and British Energy Direct Limited)	ElectraLink	21/09/2016 - In Progress - The Parties have provided the signed withdrawal notices. The Shares Transfers letters are being processed 18/10/2016 – Ongoing 14/12/2016 – Ongoing
122/09	Process the Accession Application Corona Energy Retail 4 Ltd	ElectraLink	Ongoing - Corona Energy Retail 4 Ltd still to submit their Accession agreement. 18/10/2016 – Ongoing 14/12/2016 – Ongoing - A chase e-mail and phone call has been made to Corona Energy Retail 4
123/02	Once Corona Energy 4 Ltd accession has progressed, withdraw Corona Energy 5 Ltd from the DCUSA as their licence has been transferred to Corona Energy 4 Ltd.	ElectraLink	12/10/2016 – In progress - Updated agreement sent to Contract manager still awaiting information for the accession process to be completed 18/10/2016 – Ongoing

			14/12/2016 – Ongoing - A chase e-mail and phone call has been made to Corona Energy Retail 4
124/05	<p>Discuss the DCMF feedback on the Change Report templates with Ofgem at the next Code Administrators meeting scheduled for 24 November 2016.</p> <ul style="list-style-type: none"> <li>Some members generally felt that the templates were burdensome with certain sections being repetitive, and others not necessarily relevant.</li> </ul>	ElectraLink	<p>09/11/2016 - Ongoing to be discussed at the next CA's meeting scheduled for 24 November</p> <p>14/12/2016 – Completed Please see paper Panel_2016_1221_06.</p>
124/07	Panel to consider whether there is any impact on DCUSA resulting from Ofgem's reform package proposals and provide feedback to Ofgem.	Panel members	For discussion at the 21 December 2016 DCUSA Panel meeting
124/09	Issue email to DCUSA Parties thanking them for their feedback on the DCUSA voting process.	ElectraLink	14/12/2016 - Completed
124/10	<p>Update the impacted Parties sections of the DCP 283 and DCP 284,</p> <ul style="list-style-type: none"> <li>for DCP 283 update to state that DNOs and Suppliers are impacted</li> <li>for DCP 284 update to state that DNOs are also impacted by the CP</li> <li>update the CP submission template to say that the CP will be treated as a 'Standard Change'.</li> </ul>	ElectraLink	14/12/2016 - Completed
125/01	Delete word "explain" in para 1.3 of the previous minutes	ElectraLink	14/12/2016 - Completed
125/02	Explain to Corona 4 now that the licence has transferred from Corona 5 they need to complete an accession application	ElectraLink	14/12/2016 – Ongoing - A chase e-mail and phone call has been made to Corona Energy Retail 4

125/03	Add BEIS consultation on “smart flexible energy system call for evidence” to the monitoring log under Demand Side response	ElectraLink	14/12/2016 - Completed
125/04	Update Central Registration Service/ Fast Switching item in monitoring log to explain that an RFI is expected to be issued in January regarding governance options	ElectraLink	14/12/2016 - Completed
125/05	Update the HH Settlement Item in the monitoring log to state that the Panel will not be drafting a response to Ofgem’s consultation as Parties can each provide their own response	ElectraLink	14/12/2016 - Completed
125/06	Include an agenda item (open session) in the December Panel meeting on “Ofgem CMA Presentation”.	ElectraLink	14/12/2016 - Completed
125/07	Progress the accession applications	ElectraLink	14/12/2016 – Completed
125/08	<p>Apply the following amendments to the DCUSA Self Governance document:</p> <ul style="list-style-type: none"> <li>- remove copyright from bottom of document</li> <li>- Party 2 matter decisions by the Panel should say “by Parties”</li> <li>- The sentence “most self-governance CPs go straight to the change report” phase should be removed as this is not the case for DCUSA changes</li> </ul> <p>Approved and rejected changes can be appealed, not just rejected ones</p>	ElectraLink	14/12/2016 – Completed

125/09	Publish Cross Code Self-governance document and updated DCUSA Self Governance document in a single zip file on the DCUSA websites	ElectraLink	14/12/2016 – Completed
125/10	Progress DCP 286 via the TIG	ElectraLink	14/12/2016 – Completed
125/11	<p>Update the DCP 263 Change Report as follows:</p> <ul style="list-style-type: none"> <li>- Correct the numbering in section 5</li> <li>- Provide a legal text summary</li> <li>- Figure 3 of the diagram contained in the Appendix has been truncated</li> <li>- Bracketed wordings in paragraph 4.26, it needs to be clearer which party it is referring to</li> <li>- Missing bracket in paragraph3.4</li> </ul> <p>Once updated circulate the report for ex-committee decision</p>	ElectraLink	14/12/2016 – Completed
125/12	Issue DCP 278 Change Report	ElectraLink	14/12/2016 – Completed
125/13	ElectraLink to update DCP 279 Change Report to provide a summary of the legal text and a description of how the calculation will work in practice to the DCP 279 change report Once updated circulate the report for ex-committee decision	ElectraLink	14/12/2016 – Completed
125/14	Update DCP 280 Change Report as follows:	ElectraLink	14/12/2016 – Completed

	<ul style="list-style-type: none"> <li>- Update the CP reference which is currently listed as “DCP 16/280”; and</li> <li>- Under 6.4 and 8.2 last bullet point– put “TRAS Contract Manager”, not just Contract Manager.</li> </ul> <p>Once updated issue to Parties to vote on.</p>		
125/15	Panel members to consider the Ofgem Code Governance Consultation and whether they would like to respond collectively from the Panel	Panel Members	<a href="#">For discussion at the 21 December 2016 DCUSA Panel meeting</a>
125/16	Include Ofgem’s Code Industry Code Governance Consultation on the agenda for the December 2016 meeting (closed session). (This is the late paper from the November meeting, which they want more time to consider)	ElectraLink	<a href="#">14/12/2016 – Completed</a>
125/17	<p>Update CRG3 action plan on the following points:</p> <p>No. 1 can be closed as DCP 275 has been approved</p> <p>No. 2 – discussed at meeting – add update</p> <p>No. 4 – can close one once the customer contacts have been shared</p> <p>No. 6 – Feedback to the Panel on the latest status of the forward work plan at the December Panel meeting</p>	ElectraLink	<a href="#">14/12/2016 – Completed</a>