

DCUSA PANEL MINUTES

Meeting Name	DCUSA Panel
Meeting Number	124
Date	19 October 2016
Time	10:00
Venue	ElectraLink, Ground Floor, Grafton House, 2-3 Golden Square, London W1F 9HR

Attendee	Representing	Company
Kevin Woollard [KW]	Panel Member - Chair	DCUSA Ltd
John Lawton [JL]	Panel Member	DCUSA Ltd
Julia Haughey [JH]	Panel Member	DCUSA Ltd
Peter Waymont [PT]	Panel Member	DCUSA Ltd
Tom Cadge [TC]	Panel Member	DCUSA Ltd
Tom Lilleyman [TL] (Open Session only, teleconference)	DCUSA Party	Economy Energy Ltd
Jenny Boothe [JB] (Open Session, part meeting, teleconference)	Observer	Ofgem
Raymond Elliot [RE] (Open session only)	Observer	Ofgem
Kayla Reinhart [KR] (Open session only)	Observer	SECAS
Matthew McKeon [MM] (Open session only)	Observer	BSC
In Attendance		
Claire Hynes [CH]	Secretariat	ElectraLink Ltd
Rosalind Timperley [RT]	Secretariat	ElectraLink Ltd
Stefan Leedham [SL]	Secretariat	ElectraLink Ltd
Fungai Madzivadondo [FM]	Technical Secretariat	ElectraLink Ltd

PART ONE – GENERAL MATTERS (OPEN SESSION)

1 ADMINISTRATION (OPEN SESSION)

- 1.1 Apologies were received from Alex Travell (Panel Member), Lucy Hibbert (Panel Member), Mike Leonard (Ofgem) and Andy Bard (MRA).

1.2 The meeting was quorate.

1.3 The minutes of the last meeting were approved with the following amendments:

- tracked redlined amended minutes provided prior to the meeting.
- add the word 'at' in the last bullet point of paragraph 4.3.
- clarify what 'last paper' means in paragraph 4.7, explain if this is the fifth and final CDCM review paper.
- in paragraph 4.7 explain, last bullet point explain why the Panel believe DNO Parties may require derogations.

1.4 ElectraLink took an action to amend the previous meeting minutes.

ACTION 124/01: ELECTRALINK

1.5 The group reviewed the open actions. Updates on all actions are set out in Appendix A.

1.6 A member of the Panel pointed out that action 112/09 should be updated to clarify that the Corona Energy 5 Ltd licence was transferred to Corona Energy 4 Ltd. Corona 4 Ltd is the acceding Party.

ACTION 124/02: ELECTRALINK

2 DCUSA OPERATIONAL PLAN (OPEN SESSION)

2.1 The Panel noted that there no items on the Operational Plan (see Appendix B) and recommended that the Code Governance Review Phase 3 updates be added to the Operational Plan.

2.2 ElectraLink took an action to update the Operational Log.

ACTION 124/03: ELECTRALINK

3 MONITORING ACTIVITIES LOG (OPEN SESSION)

3.1 The Panel reviewed the DCUSA Monitoring Activities Log (see Appendix B).

3.2 On the '*Suppliers' Rights And Obligations In The Case Of Gas Or Electricity Theft*' item, the Panel noted that this had been passed on to the Theft Issues Group for consideration and recommended that this be removed from the Monitoring Activities Log.

3.3 With regards to the '*Implementation of CMA changes*' item, RE informed the Panel that Ofgem is planning to publish the CMA outputs by November 2016.

3.4 ElectraLink took an action to update the Monitoring Activities Log.

ACTION 124/04: ELECTRALINK

4 UPDATES FROM THE INDUSTRY WORKING GROUPS/CODES (OPEN SESSION)

National Grid

4.1 The National Grid update was circulated prior to the meeting. No questions were raised at the meeting.

Balancing & Settlement Code (BSC)

4.2 The BSC update was circulated prior to the meeting. MM updated the Panel on the following items:

- CMA investigation update: consultation on draft orders
- Update of the BSC Systems Roadmap
- Supplier Agent Workgroup on Automatic Meter Reading (AMR) interoperability issues
- BSC invitation to Forum on P329 'Changes to REMIT inside information reporting'
- PARMS, Peer Comparison and Supplier Charges
- Updates on Modifications, Change and Implementation

Master Registration Agreement (MRA)

4.3 The MRA update was circulated prior to the meeting. The Panel noted updates on the following items:

- MRA Development Board (MDB) update including Change Proposals that were voted on at the September MDB meeting.
- Changes going for Impact Assessment.
- IREG¹ updates – issues discussed at the IREG meeting.

Ofgem

4.4 RE updated the Panel on the Ofgem decisions on DCP 256² and DCP 160³. The Panel noted that DCP 256 was approved on 21 September 2016 and on 17 October 2016 the Authority directed that the DCP 160 change should not be made.

Smart Energy Code (SEC)

4.5 The SEC update was circulated prior to the meeting. KR provided the following updates:

- SEC Codes Updates – The Panel noted that the latest version of the SEC came into effect on 18 August 2016 as SEC version 4.15.
- On 7 September 2016, the Department for Business, Energy and Industrial Strategy (BEIS) issued a consultation welcoming views cancelling variations in respect of Section E2 'Registration Data' and Section K 'Charging Methodology'.
- There will be further SEC designations toward DCC go live.
- SEC Governance Updates.

Methodologies Issues Group (MIG)

4.6 RT informed the Panel that the MIG met on 6 October 2016. The MIG discussed the following:

¹ Issue Resolution Expert Group

² DCP 256 - Change to DCUSA to mitigate risks of non-payment of DCUSA invoices

³ DCP 160 - Non-Half Hourly (NHH) Notional Capacity

- CDCM Review – the MIG noted that stage 1 of the CDCM review has so far captured the areas where it was felt that changes are required. It is envisaged that during 2017 these areas will be further developed and change proposals drafted before being submitted into DCUSA as stage 2 of this review.
- The MIG discussed two issues on the Calculation of Generation Credits / Application of Scaling to Embedded Generation with the view of presenting them to the DCUSA Panel this month. Whilst agreeing with the benefits of embedded generation in offsetting the need for capacity network, some members argued that from an economic perspective, a future increase of generators connecting to the network, should result in lower credits being granted to generators. Some members expressed a preference in having the issues incorporated within the CDCM review.
- IDNO billing of De-energised sites – the MIG sought clarity on billing arrangements of IDNOs in respect of de-energised sites, and whether the same arrangements should apply as for DNOs. Members generally felt that this shouldn't be the case given that IDNOs are unable to recover the costs for maintaining these sites. Schedule 16 of the DCUSA explicitly states that no charges will be applied to correctly de-energised sites.
- It was noted that that ongoing monitoring of the migration of 2017/2018 tariffs for PC 5-8 customers is to be kept on agenda as a standing item.

4.7 The next MIG meeting is scheduled for 10 November 2016.

Distribution Charging Methodologies Forum(DCMF)

4.8 It was noted that the DCMF also met for their quarterly meeting on 6 October 2016. The DCMF discussion points included:

- LC 14 Review – it was noted that minor updates are expected to the LC14 template and a common template will be sent to Ofgem for informal approval once completed. DNOs will then submit their own branded version to Ofgem for formal approval by the end of the year.
- The DCMF received an update on National Grid's findings on the work it had carried out as part of its review of electricity transmission charging. There were general concerns around needing to take into consideration the wider impacts/consequences of the developments in these areas.
- TDI Charging Task Force – the DCMF was update on an overview of the work being undertaken by the Transmission & Distribution Interface (TDI) work programme. It was noted that feedback to this is welcome so that this can be passed on to the main TDI Steering Group for consideration.
- EDCM Review -the DCM noted that Ofgem concluded its review of the MIG's Extra High Voltage Distribution Charging Methodology (EDCM) Review Report and the report has been circulated to MIG members for review.
- Flexibility Work – Ofgem is currently preparing an internal document for review by the Steering Group, including guidelines on network charging. They expect the Joint flexibility workstream with BEIS to issue a "call for evidence" shortly.

- DCUSA Change Process Templates - Members of the DCMF provided feedback on the newly implemented DCUSA Change Process templates. The group acknowledged that the templates had been changed as a result of Ofgem's Code Governance Review Phase 3 (CGR3) findings however, some members generally felt that the templates were burdensome with certain sections being repetitive, and others not necessarily relevant. The Panel recommended the feedback received from the DCMF be passed on to Ofgem. ElectraLink took an action to discuss this with Ofgem at the next Code Administrators meeting scheduled for 24 November 2016.

ACTION 124/05: ELECTRALINK

5 DCUSA ACCESSION APPLICATION (OPEN SESSION)

- 5.1 The Secretariat presented the Accession Application for British Gas Trading Limited (see Panel Paper 124/01).
- 5.2 For the accession application the Panel agreed to:
- Instruct the Panel Secretary to notify the Party and the Authority of the Applicant's identity and the information which will form the Party details;
 - Instruct the Panel Secretary to prepare an Accession Agreement for the Applicant; and
 - The Panel agreed for the Board to execute Accession Agreement on behalf of all Parties.
- 5.3 Electralink took an action to process the Accession Application.

ACTION 124/06: ELECTRALINK

6 OFGEM PRESENTATION - CENTRAL REGISTRATION PROJECT (OPEN SESSION)

- 6.1 Jenny Boothe presented on the Central Registration Project (faster switching) (See Panel Paper 124/02).
- 6.2 It was noted that the purpose of the presentation was to:
- Request views on Ofgem's proposed reform packages;
 - Test initial thinking on the RFI; and
 - Set out Ofgem's next steps.
- 6.3 JH informed the Panel that Ofgem welcomes the industry's support in developing and shaping reform options for new business processes, system architectures, delivery strategy, commercial arrangements and the regulatory frameworks.
- 6.4 It was noted that Ofgem is now putting together the preferred options into three reform packages and would like to get Panel's initial thoughts on Ofgem reform package proposals.
- 6.5 The Panel considered the implications of the reform options on the DCUSA. It was noted that the proposed options are not likely to change Distributor and Supplier processes significantly. A member of the Panel questioned whether the Central Registration is going to change the way data is submitted. JH explained that there will be a dataflow to inform Parties of the changes that would have taken place. Ofgem propose that losing Supplier will be notified that a switch is going ahead and the relevant DNOs and MOPs will be notified before a switch takes place.

- 6.6 It was highlighted that DNOs and Suppliers are involved in the switching programme. A member of the Panel asked whether Ofgem has considered the electricity and gas data system service providers input on the proposed changes. Ofgem confirmed that industry service providers had been contacted as part of this process.
- 6.7 The Panel noted that Ofgem is hosting a seminar on 07 November 2016 to provide a stocktake of work completed on the Programme to date, to introduce the reform packages, and to outline the planned approach for the RFI. Invites are being sent out to industry stakeholders. The seminar will be used to seek feedback and input into the RFI approach.
- 6.8 It was agreed that the DCUSA mailbox will be the point of contact for the Ofgem reform packages information. The Panel agreed to consider whether there is any impact on DCUSA resulting from Ofgem's reform package proposals and provide feedback to Ofgem.

ACTION 124/07: PANEL MEMBERS

- 6.9 ElectraLink took an action to circulate Ofgem's "Draft reform packages and RFI Approach" slides with the meeting minutes. The presentation slides have been provided as attachment 1 to the minutes.

ACTION 124/08: ELECTRALINK

7 OFGEM'S SWITCHING PROGRAMME UPDATE (OPEN SESSION)

- 7.1 RT presented the Ofgem's Switching Programme Update (See Panel Paper 124/03).
- 7.2 It was highlighted that since November 2015, ElectraLink has been providing resources to a number of Ofgem Switching Programme Workstreams (on behalf of the SPAA Ltd), alongside other Code Administrators and the Data Communications Company (DCC).
- 7.3 The Panel noted updates on the status of the following Ofgem project Design Teams:
- Regulatory Design Team (RDT) – It was noted that the RDT is still considering the most appropriate governance framework for the Central Registration System (CRS) and switching provisions.
 - Business Process Design Team (BPDT) – The BPDT has been debating the lifecycle of new meter points and whether such meters should be recorded on the CRS. Three options are being considered ranging from immediately to only when the metering point becomes tradable. It was highlighted that the BPDT have also been considering related MPANs and other metering points relationships. Currently, the Group is of the view Related MPANs should be recorded on the CRS when there are significant numbers of such MPANs.
 - Delivery Strategy Design Team (DSDT) – It was noted that Ofgem have been working towards the completion of the initial products that form the basis of the 'blue print' phase of the switching programme. These products will be utilised in the RFI which is planned to be issued to industry in early 2017.
- 7.4 The Panel noted that ElectraLink will continue to monitor the Ofgem Switching Programme activities.

8 OFGEM'S CGR3 FINAL PROPOSALS (OPEN SESSION)

- 8.1 The Panel discussed the Ofgem Code Governance Review Phase 3 (CGR3) Final Proposals (See Panel Paper 124/04). The Panel discussed the following items on the DCUSA Action Plan:

- **Ofgem Update on Cross Code Survey** – The Panel noted that as agreed at the September meeting 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.
- RT informed the Panel that Ofgem had requested for more DCUSA Parties contact details to take part in the code administrators survey. It was noted that not all DCUSA Party contact details had been passed on to Ofgem because some Parties had chosen to opt out of taking part in the survey. In addition, the contact details provided to Ofgem were for individuals actively involved with the DCUSA Change process and Working Groups.

8.2 **DCUSA Voting Process** – As an action from the September Panel meeting the Secretariat drafted an email response for issue to DCUSA Parties. The Panel reviewed the email and agreed for this to be issued to DCUSA Parties. ElectraLink took an action to issue the email to DCUSA Parties thanking them for their feedback on the DCUSA voting process.

ACTION 124/09: ELECTRALINK

8.3 The Panel reviewed the DCUSA CGR3 Action Plan activities and noted the status updates.

PART THREE – CHANGE ADMINISTRATION (OPEN SESSION)

9 CHANGE REGISTER UPDATE (OPEN SESSION)

- 9.1 The Panel reviewed the Change Register updates and the proposal activity as highlighted in Panel Paper 124/05.
- 9.2 The Panel approved the CP Work Plans listed in Panel paper 124/05 in accordance with the timescales set out in the paper.

10 INITIAL ASSESSMENTS (OPEN SESSION)

- 10.1 The Panel reviewed the following new DCP (see Panel Paper 124/06).
- DCP 283 *'The calculation of generation credits in the CDCM'*
 - DCP 284 *'The application of scaling to generation credits in the CDCM'*
 - DCP 285 *'Schedule 23, Appendix 1 SLC References'*
- 10.2 The Panel reviewed DCP 283 *'The calculation of generation credits in the CDCM'*
- 10.3 The Panel agreed to:
- Accept the referral of the CP;
 - Treat the CP as a Standard change;
 - Treat the CP as a Part 1 matter;

- Progress the CP to the Definition phase; and
 - Progress the CP in accordance with the agreed timetable.
- 10.4 The Panel advised that DNOs and Suppliers are impacted by DCP 283 and that the CP form should be updated to reflect this.
- 10.5 The Panel reviewed DCP 284 'The application of scaling to generation credits in the CDCM'
- 10.6 The Panel agreed to:
- Accept the referral of the CP;
 - Treat the CP as a Standard change;
 - Treat the CP as a Part 1 matter;
 - Progress the CP to the Definition phase; and
 - Progress the CP in accordance with the agreed timetable.
- 10.7 The Panel advised that DNOs are impacted by DCP 284 and the CP form should be updated to reflect this. It was also highlighted that the CP forms should be updated to show the status of the CP as 'Standard Change' and not just 'Standard'. ElectraLink took an action to update the impacted Parties sections of the DCP 283 and DCP 284 CP forms and update the CP submission template to say that the CP will be treated as a 'Standard Change'.

ACTION 124/10: ELECTRALINK

- 10.8 ElectraLink also took an action to send out Working Group invitations for DCP 283 and DCP 284.

ACTION 124/11: ELECTRALINK

- 10.9 The Panel reviewed DCP 285 '*Schedule 23, Appendix 1 SLC References*'

- 10.10 The Panel agreed to:

- Accept the referral of the CP;
 - Treat the CP as a Standard change;
 - Treat the CP as a Part 2 matter;
 - Progress the CP to the Change Report phase; and
 - Progress the CP in accordance with the agreed timetable.
- 10.11 The Panel recommended that the intent of the DCP 285 be updated to show that the change has been raised to update the Supply Licence Reference (SLCs) to align with updated SLC's not just the SLC 12.A.
- 10.12 ElectraLink took an action to get the intent of the DCP 285 updated by the proposer Kevin Woollard and progress the DCP 285 Change Report.

ACTION 124/12: ELECTRALINK & KW

11 CHANGE REPORTS (OPEN SESSION)

11.1 The Panel reviewed the Change Reports for the following DCPs (See Panel paper 123/09):

- DCP 275 *'Code Governance Review 3 & SLC 22'*
- DCP 277 *'Schedule 25 – Amendment to Appendix 2 – Conditionality'*
- DCP 278 *'Allocation of Users to the ETTOS Secure Email Service'*

11.2 For DCP 275 the Panel:

- Noted the contents of the Change Report;
- Determined that the level of analysis was sufficient to enable Parties to understand the impact of the proposed amendment and to vote on the Change Proposal;
- Determined that all Parties are eligible to vote on the Change Proposal;
- Determined the voting period for the Change Proposal to be 15 Working days; and
- Approved for the Change Report to be issued to Parties on 21 October 2016.

11.3 The Ofgem representative advised that DCP 275 should be progressed as a Part 2 matter as it is updating changes to licence condition SLC 22 and SLC 22A within the DCUSA. The DCUSA Panel agreed with Ofgem recommendation to progress the CP as a Part 2 matter as the change does not have any material impact on Parties.

11.4 ElectraLink took an action to update the DCP 275 Change Report to state that it is a part 2 matter and issue to DCUSA Parties for voting.

ACTION 124/13: ELECTRALINK

11.5 For DCP 277 the Panel:

- Noted the contents of the Change Report;
- Determined that the level of analysis was sufficient to enable Parties to understand the impact of the proposed amendment and to vote on the Change Proposal;
- Determined that all Parties are eligible to vote on the Change Proposal;
- Determined the voting period for the Change Proposal to be 17 Working days to align with the equivalent SPAA CP; and
- Approved for the Change Report to be issued to Parties on 21 October 2016.

11.6 It was noted that the square brackets in paragraph 6.5 should be removed to clarify that the Working Group and not the Proposer assessed whether there would be a material impact on greenhouse gas emissions if DCP 277 was implemented. It was also highlighted that the legal text does not show tracked changes and this this should be updated before the Change Report is issued for voting.

11.7 ElectraLink took an action to update the DCP 277 Change Report and issue to DCUSA Parties for Voting.

ACTION 124/14: ELECTRALINK

- 11.8 For DCP 278 a member of the Panel pointed out that the DCP 278 legal text deviates from the original intent of the CP which is to include rules for allocation of user accounts for the ETTOS secure email service in the DCUSA. The Panel recommended for the Change Report to be updated to explain how sections of the legal text on payment claims and ETTOS additional services are related to the CP.
- 11.9 ElectraLink took an action to send the DCP 278 Change Report back to the Theft Issues Group for further consideration.

ACTION 125/15: ELECTRALINK

12 HOUSEKEEPING LOG (OPEN SESSION)

- 12.1 The Panel reviewed the Housekeeping Log (see Panel Paper 124/08).
- 12.2 It was noted that no new Housekeeping items had been identified. The Panel reviewed the existing Housekeeping items and noted that a CP had been raised to address the Supply Licence References therefore, Housekeeping item No 95 '*Supply Licence Condition 12.16*' should be removed from the Log.
- 12.3 With regards to Housekeeping item 92 '*Personal data*' *Definition in the DCUSA*' the Panel noted that the Secretariat would request for an update on its progress from the TRAS Expert Group.

ACTION 124/16: ELECTRALINK

- 12.4 ElectraLink took an action to update the Housekeeping Log.

ACTION 124/17: ELECTRALINK

13 ANY OTHER BUSINESS (OPEN SESSION)

- 13.3 There were no items of any other business.

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
117/08	Process the Withdrawal Notices and Shares Transfer letters once Ofgem publish their Notice of Licence revocation. (Seeboard 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
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
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
124/01	Amend the 123 meeting minutes.	ElectraLink	
124/02	Update action 112/09 to clarify that the Corona Energy 5 Ltd licence was transferred to Corona Energy 4 Ltd. Corona 4 Ltd is the acceding Party	ElectraLink	

Minutes

124/03	Update the Operational Log.	ElectraLink	
124/04	Update the Monitoring Activities Log.	ElectraLink	
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"> Some members generally felt that the templates were burdensome with certain sections being repetitive, and others not necessarily relevant. 	ElectraLink	
124/06	Process the Accession Application for British Gas Trading Limited.	ElectraLink	
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	
124/08	Circulate Ofgem's "Draft reform packages and RFI Approach" slides with the meeting minutes.	ElectraLink	
124/09	Issue email to DCUSA Parties thanking them for their feedback on the DCUSA voting process.	ElectraLink	
124/10	<p>Update the impacted Parties sections of the DCP 283 and DCP 284,</p> <ul style="list-style-type: none"> for DCP 283 update to state that DNOs and Suppliers are impacted for DCP 284 update to state that DNOs are also impacted by the CP update the CP submission template to say that the CP will be treated as a 'Standard Change'. 	ElectraLink	

Minutes

124/11	Send out Working Group invitations for DCP 283 and DCP 285.	ElectraLink	
124/12	<p>DCP 285</p> <ul style="list-style-type: none"> Update the DCP 285 intent to state that the CP has been raised to update the Supply Licence Reference (SLCs) to align with updated SLC's not just the SLC 12.A. Once intent update progress the DCP 285 Change Report. 	Kevin Woollard and ElectraLink	
124/13	Update the DCP 275 Change Report to state that it is a part 2 matter and issue to DCUSA Parties for voting.	ElectraLink	
124/14	Update the DCP 277 Change Report and legal text and issue to DCUSA Parties for Voting.	ElectraLink	
124/15	<p>Send the DCP 278 Change Report back to the Theft Issues Group for further updates.</p> <ul style="list-style-type: none"> the Change Report is to be updated to explain how some sections of the legal text on payment claims and ETTOS additional services are related to the CP. 	ElectraLink	
124/16	Request for an update on the progression of Housekeeping item 92 'Personal data' Definition in the DCUSA' from the TRAS Expert Group.	ElectraLink	
124/17	Update the Housekeeping Log.	ElectraLink	

APPENDIX A: SUMMARY OF ACTIONS

AGREED CLOSED ACTIONS – OPEN SESSION

Action Ref.	Action	Owner	Update
121/13	<u>Update the DCP 275 Change Report</u> <ul style="list-style-type: none"> Add more context on the licence changes to the Change Report Further review of the legal text Add licence condition changes as Attachments to the Change Report 	ElectraLink Abid Sheikh	12/10/2016 – Completed – Change Report to be submitted to the October Panel meeting
122/09	Process the Accession Application for Eco Green Management Ltd.	ElectraLink	21/09/2016 – Completed for Eco Green Management Ltd
123/02	Amend the 122 meeting minutes.	ElectraLink	18/10/2016 – Completed
123/03	Close the Theft Assessment calculator item and remove it from the DCUSA Operational Plan.	ElectraLink	12/10/2016 - Completed
123/04	Ask the TIG to confirm that there is no consequential impact on the DCUSA of Ofgem confirming that the decision in the letter that they published in 2014 'Guidance On Suppliers' Rights And Obligations In The Case Of Gas Or Electricity Theft' stands	ElectraLink	12/10/2016 – Completed - Issue passed on to the TIG.
123/05	Ofgem to provide a general update on the Central Registration Project (faster switching) at the October Panel meeting.	Michael Leonard	12/10/.2016 – Completed - Andrew Wallace to present at the October Panel meeting
123/06	Update the Monitoring Activities Log.	ElectraLink	12/10/2016 - Completed

Minutes

123/07	Ask the MIG to provide the Panel with an update on what thoughts they have with regards to protecting customers on NHH tariffs for Profile Classes (PC) 5-8 that have not migrated by the deadline.	ElectraLink	<p>12/10/2016 – Completed - Update from the MIG 2017/18 NHH TARIFFS FOR PROFILE CLASS (PC) 5-8 CUSTOMERS</p> <p>The group reviewed the monthly Performance Assurance Board (PAB) report, noting thereby Suppliers' latest status update on migrating customers on NHH tariffs for Profile Classes (PC) 5-8. Members noted that it had previously been agreed to monitor the migration status for the coming months, and have it scheduled onto the agenda as a standing item.</p> <p>Members clarified that the migration status within the PAB report was incomplete in that it excluded those sites at which AMR [1] meters had been installed post April 2014.</p>
123/08	Inform Easy Energy Supply Limited and DCUSA Parties of the withdrawal acceptance and update the Website accordingly.	ElectraLink	12/10/2016 – Completed – Easy energy withdrawn from the DCUSA on 28 September 2016
123/09	<p><u>Derogation Application</u></p> <ul style="list-style-type: none"> • Issue the Eneco Energy Trade BV Derogation application to all DCUSA Parties for 10 Working Days. • If no representations are received, progress the derogation as approved until June 2017 and ask the submitting Party to provide quarterly updates 	ElectraLink	<p>12/10/2016 – Completed - The Derogation application was issued to parties and no representations were received.</p> <p>DCUSA Parties were informed that the derogation has been granted.</p> <p>The Party was informed that the Derogation has been granted and will be required to provide quarterly updates</p>

Minutes

	<ul style="list-style-type: none"> If representations are received, organise a DCUSA Panel meeting to discuss the representations 		
123/10	Inform ENGIE Power Limited of the Panel's feedback and request that they provide a confirmation to the Panel when they start providing TRAS data.	ElectraLink	18/10/2016 – Completed - With reference to our derogation, I can now confirm that we have today successfully submitted our first live file of electricity data and the derogation is no longer required.
123/11	Organise the 2016 Panel elections in accordance with the timetable agreed.	ElectraLink	12/10/2016 – Completed the DCUSA Elections process has commenced – a request for nomination s was issued on 03 October 2016.
123/12	Progress Option 4 for publishing the Theft Calculator and find out the costs for updating the website and provide a CRF at the next Panel meeting.	ElectraLink	12/10/2016 – Completed – Paper to be considered at the October Board meeting
123/14	Issue the DCP 270 Change Report for an ex-committee decision.	ElectraLink	12/10/2016 - Completed
123/15	Issue an invitation for DCUSA Parties to join the TEG to progress the DCP 280 Change Report.	ElectraLink	12/10/2016 - Completed
123/16	update the DCP 282 CP form with the EDNO definition and send out a Working Group invitation for DCP 281 and DCP 282.	ElectraLink	12/10/2016 - Completed
123/17	Issue the DCP 273 Change Report to Parties for voting on 23 September 2016.	ElectraLink	12/10/2016 - Completed
123/18	Issue the DCP 228 Implementation date for voting.	ElectraLink	12/10/2016 - Completed
123/19	Refer housekeeping item 95 'Supply Licence Condition 12.16' to the TIG to review changes to references of the SLCs and raise a CP to address this.	ElectraLink	12/10/2016 – Completed – Issues passed to the TIG for consideration
123/20	Update the Housekeeping Log.	ElectraLink	12/10/2016 -Completed

Minutes

	<ul style="list-style-type: none"> Remove Housekeeping item 83 '<i>Vulnerable Customer Definition</i>' and 94 '<i>CCCM Example 9</i>' from the Housekeeping Log 		
123/21	Get the DCP 275 legal text updated to clarify that for the avoidance of doubt where there is an inconsistency between the objectives in the licence and the ones in the DCUSA, the licence takes precedent.	Peter Waymont	12/10/2016 – Completed DCP 275 Change Report updated
123/13	Send DCUSA Panel members a list of the Load Managed Areas.	ElectraLink	12/10/2016 - Completed

APPENDIX B: DCUSA OPERATIONAL PLAN 2016/17

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</p>

Minutes

		<p>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>
--	--	--

APPENDIX B: MONITORING ACTIVITIES LOG 2016/17

ACTIVE PROJECTS (ALL AMENDMENTS IN THIS MONTH ARE SHOWN IN BLUE)

No	Task	Status	Owner	Outlook date
1	Distributed Generation and Demand Side Response	<p>Monitoring activity on distributed generation, including updates on developments relating to low-carbon technologies. In the past, this included to monitor activities of the DE Working Group Work on hold – likely to re-start with DCPR 5, the Renewable Heat Incentive Items (which are unlikely to affect the DCUSA but to remain an area to be monitored),</p> <p>December 2012 – Ofgem-led Working Group on socialising connection charges for low-carbon technologies.</p> <p>June 2013 – CA advised of a problem in regards to photovoltaic installations at domestic premises that could affect the smart meter roll-out.</p> <p>July 2015 – An Ofgem consultation on Distributed Generation will be issued during the summer.</p> <p>The Panel is to keep up to date with any developments under Work Stream 6.</p> <p>March 2013 – CA pointed to sub-groups dealing with connection charges changes to socialise reinforcement costs and Ofgem’s working programme. Any developments would also come to the attention of the Panel via the Connection Charges Methodologies Forum.</p> <p>September 2013 – Ofgem to confirm current status of the discussions.</p> <p>October 2013 – Ofgem update received: Working group, including the chair of the COG, set up to identify necessary changes to the connection charges with RIIO-ED 1. No decisions taken at this point yet, with draft changes undergoing refinement.</p>	Panel (CA)	Ongoing

		<p>January 2014 – Work Stream 6 is closed; still need to be confirmed by what it will be replaced. There will be a consultation on this in the future. Ofgem’s conclusions from the April consultation ‘Creating the right environment for demand-side response’ published on 16 December 2013 proposed to start a project in early 2014 building on work undertaken by WS6.</p> <p>February 2014 – The Ofgem representative advised that Work Stream 6 reconvened on 18 February, but no update was available yet. Panel members also advised that a DCP on Radio Teleswitching might be raised.</p> <p>March 2014 – DCP 204 has been raised for initial assessment at March Panel.</p> <p>April 2014 – The first meeting of the DCP 204 Working Group took place on 15 April 2014.</p> <p>May 2015 –Awaiting the Authority decision on DCP 204</p> <p>Ofgem and DECC updates on demand side response</p> <p>August 2015 – Ofgem sent back DCP 204 to the industry for further work, including the addition of a cost benefit analysis.</p> <p>September 2015;</p> <ul style="list-style-type: none"> • It was noted that the DCP 204 Working Group will be issuing a second consultation and holding a dialling in session where market participants can ask the Working Group questions on the Change Proposal. It was highlighted that the Working Group is taking action to engage with Suppliers. • It was highlighted that Ofgem will be publishing a strategy document on Demand Side Response. <p>October 2015</p> <ul style="list-style-type: none"> • AS informed the Panel that Ofgem has been working to understand the issues which may be inhibiting flexibility and that their focus in the next 12 months will be to work on specific interventions which help realise the benefits of flexibility as early as possible. • Ofgem have published a paper on flexibility issue and that this can be found at the following link: https://www.ofgem.gov.uk/publications-and-updates/position-paper-making-electricity-system-more-flexible-and-delivering-benefits-consumers. <p>January 2016 – the Panel noted that DECC issued the following a Consultation and a Report in December</p> <ul style="list-style-type: none"> • DECC issued a report on Smart Energy systems and it sets out how smart, more flexible energy solutions could help meet the challenges faced by energy system. The report can 		
--	--	--	--	--

		<p>be found at the following link:https://www.gov.uk/government/publications/towards-a-smart-energy-system</p> <ul style="list-style-type: none"> • DECC issued a consultation on regulation and innovation and this can be found at the following link https://www.gov.uk/government/consultations/consultation-on-ensuring-regulation-encourages-innovation <p>March 2016 – The Panel that the DCP 204 was approved by the Authority and will be implemented on 1 September 2016. It was noted that DCP 204 is intended to prevent coincidence of load on networks as a result of the smart metering roll out and to bring clarity for timeswitching arrangements through smart metering. Avoiding coincidence of load on networks can help minimise the requirement for additional distribution infrastructure and associated investment.</p> <p>April 2016 - The Panel noted that at the DCMF meeting held on 07 April Franck Latremoliere presented on Virtual micro - grids and highlighted that virtual micro - grids are an arrangement over licensed networks which matches local demand with local generation on a half hourly basis. A solution was put forward which involves Suppliers or customers informing DNOs of the amount of consumption which is matched to generation. It was noted that the new DUoS tariffs would take account only of the lower-voltage parts of the network that are actually used, so that they would be a zero or proportionally reduced generation credit to matched generation units, and a zero or proportionally reduced unit rate to matched consumption units.</p> <p>May 2016 – The Panel noted that at the last Methodologies Issues Group (MIG) Open Utility provided further insight on a proposal which seeks to ensure that consumers only pay for the respective part of the network which had been used for distributing the electricity. Open Utility will run trials on Virtual micro-grids and are inviting DNOs to participate.</p> <p>September 2016 – The Panel noted that there is a cross between the EU and demand side response and that updates on EU development relating to demand side responses should be added to this section of the update.</p>		
--	--	---	--	--

Minutes

2	European Code Development	<p>Industry Working Group (led by BSC / CUSC) to determine impact on industry.</p> <p>Ofgem/IDNO & DNO meeting 23 July to discuss impact of the wider industry.</p> <p>PW to circulate note to DNOs and Distributors</p> <p>November 2012 – Ofgem consultation on EU Third Package was published. No impact on DCUSA expected.</p> <p>December 2012 – Slight delay in the Requirements for Generators Code expected (now to enter comitology together with the Demand Connection Code in April 2014).</p> <p>January 2013 – Impact on National Terms of Connection to be analysed once requirements for generators are known.</p> <p>June 2013 – National Grid Presentation on GB Implementation</p> <p>July 2013 – National Grid presented draft Terms of Reference (ToR) for European Code Coordination Application Forum (ECCAF). Final ToR to be presented to August Panel.</p> <p>August 2013 – Final ToR for ECCAF presented to the DCUSA Panel.</p> <p>September 2013 – National Grid confirmed the ECCAF is in the process of being set up and noted nominations of the DCUSA Panel representatives.</p> <p>October 2013 – First invitation to the ECCAF issued with meeting date yet to be determined.</p> <p>November 2013 – First ECCAF meeting on 21 November 2013. Clarification to be sought whether current DCUSA Panel representative can continue without being Panel member.</p> <p>January 2014 – Next ECCAF meeting to take place on 30 January 2013.</p> <p>February 2014 – ECCAF meeting took place on 30 January. Note on structural options for implementation was brought to February Panel.</p> <p>March 2014 – The next ECCAF meeting will take place on 27 March 2014.</p> <p>April 2014 – The next ECCAF meeting will take place on 29 April 2014.</p> <p>September 2015 – Peter Waymont confirmed he will speak to Chris Allanson to get an update on the European code update.</p> <p>October 2015</p> <ul style="list-style-type: none"> • Peter confirmed that Chris Allanson is still the DCUSA representative on European Codes and will provide the Panel with any updates on European Side demand connection code activities. <p>January 2016 – The National Grid update circulated prior to the meeting highlighted that that there would be a change to settlement periods. I was noted that Electricity Balancing Code will provide the rules for</p>	Panel	Ongoing
---	---------------------------	--	-------	---------

		<p>procurement and exchange of balancing energy, reservation of capacity for balancing purposes and greater harmonisation of settlement arrangements.</p> <p>March 2016 – The Panel noted that the Electricity Balancing Code is currently with the Commission for Comitology preparations post ACER’s qualified recommendation. It is anticipated the Network Code will enter inter-service consultation in April 2016, Comitology in May with potential voting in June.</p> <p>April 2016 – Abid Sheikh informed the Panel that the Grid Code Change 48 (CG0048)⁴ is looking to introduce banding. PW took an action to investigate whether there are any consequential updates required to the DCUSA as a result of Grid Code Change 48 which introduces bandings for generators.</p> <p>May 2016 - PW informed the Panel that the Grid Code Change 48 is less likely to have an impact on the DCUSA as the change is mainly related to the D-code. PW agreed to review this further and check whether any consequential changes will be required to the DCUSA.</p> <p>August 2016 – The Panel noted that National Grid will no longer be providing the European Codes industry updates to the DCUSA Panel meetings. A member of the Panel pointed out that the EU codes updates are useful as they provide industry timescales and potential impacts on DCUSA. It was noted that the Panel might benefit from getting a simplified version of the simplified version of the EU codes updates. ElectraLink took an action to inform National Grid that the Panel found their update useful and request whether they can provide a simplified version of the report.</p> <p>September 2016 - The Panel noted that the ENA is currently looking at EU development matters including any commercial issues that may impact codes.</p>		
3	Implementation of CMA changes	<p>Item to Monitor – ongoing discussions on the Energy industry code governance.</p> <p>February 2015 – The CMA issues statement published on 18 February 2015. The statement highlighted the effects of Code governance in the Energy industry.</p> <p>May 2015 – Ofgem Open Letter on Further Review of Industry Code Governance was published on 15 May 2015.</p>	Panel	Ongoing

⁴ GC0048 - Application / Implementation of the Requirements for Generators European Network Code

Minutes

		<p>July 2015 – Ofgem will be holding a workshop on code Governance on 22 July 2015. Details of the workshop can be found at the following link: https://www.ofgem.gov.uk/publications-and-updates/code-governance-review-workshop-22-july-2015</p> <p>February 2016 – It was noted that the DCUSA Panel has responded to the Ofgem Consultation on Code Governance Review 3.</p> <p>March 2016 – The CMA update highlighted that on 10 March 2016, the CMA set out its provisional decision on a wide-ranging package of remedies based on over 80 responses to its consultation and further analysis has been undertaken.</p> <p>July 2016 – The Panel noted that the CMA published its final report on the Great Britain energy market investigation on 24 June 2016. The Final Report details the CMA's package of over 30 remedies which seek to 'revitalise the energy market' and bring about technical and regulatory changes to 'intensify competition' between energy companies and ensure the market works in consumers' interests. The Panel agreed for ElectraLink to support Ofgem in the delivery of the CMA remedies and agreed to a CRF for ongoing CMA support activity.</p> <p>August 2016 - The Panel noted that on 3 August 2016, Ofgem released its CMA Remedy Implementation Strategy⁵ which outlined that there are over 30 remedies, with a substantial proportion of these in the form of recommendations to Ofgem.</p> <p>October 2016 - The Panel noted that Ofgem is planning to publish the CMA outputs by November 2016.</p>		
4	Significant Code Review: Ofgem consultation on Central Registration Service provision	<p>September 2015 – The Panel agreed the consultation should be added to the Log as it might have an impact on the DCUSA, details of the consultation can be found at the following link: https://www.ofgem.gov.uk/sites/default/files/docs/2015/07/crs_dcc_licence_consultation_final3.pdf</p> <p>October 2015 – It was noted that Ofgem has had presentations on the consultation at other Panels and AS took an action to find out if Ofgem would be carrying out a presentation on their consultation to the DCUSA Panel.</p> <p>December 2015 – the Panel noted Ofgem presented on their consultation at the November Panel meeting</p>	Panel	Ongoing

⁵ https://www.ofgem.gov.uk/system/files/docs/2016/08/ofgem_implementation_strategy.pdf

Minutes

		<p>February 2016 – The Panel noted that the Ofgem Workshops have are now in progress and the DCUSA Panel should be aware of the discussions at the workshops as there may be changes that might have an impact on the DCCUSA.</p> <p>May 2016 – The Panel noted that a CMA presentation took place at the DCUSA Panel April Panel meeting. The Panel requested that Ofgem provide periodical updates on the progress of the faster switching project. AS took an action to confirm whether Ofgem can establish formal communication routes for industry bodies that are not represented on the Central Registration Project (faster switching) Workgroups. This would give these bodies insight into the development of the project and potential impacts.</p> <p>June 2016 – It was noted that AS is to organise a presentation on the Central Registration Project (faster switching) Workgroups. It was noted that this would be useful towards the end of the year so that the impacts of the project can feed into the DCUSA budget setting processes for 2017/18.</p> <p>July 2016 – AS informed that the Panel that Ofgem will be providing a presentation on the Central Registration Project (faster switching) later on in the year.</p> <p>September 2016 - The Panel noted that Ofgem will provide a general update on the Central Registration Project (faster switching) at the October meeting.</p> <p>October 2016 - Ofgem presented on the Central Registration Project (faster switching). It was noted that the purpose of the presentation was to:</p> <ul style="list-style-type: none"> • Request views on Ofgem’s proposed reform packages; • Test initial thinking on the RFI; and • Set out Ofgem’s next steps. 		
5	Significant Code Review: Half Hourly Settlement.	January 2016 - Ofgem has initiated a review to establish cost effective half hourly settlement for all consumers.	Panel	Ongoing

Minutes

	<p>February 2016 – The Panel noted that the Ofgem Open letter on Half Hourly Settlement was issued in December 2015 and is now closed. Ofgem is reviewing the responses and the next step is to publish the responses in March 2016.</p> <p>March 2016 – The Panel noted that Ofgem published the responses to their Open letter on Half Hourly Settlement on 09 March 2016. The responses can be found at the following link: https://www.ofgem.gov.uk/publications-and-updates/elective-half-hourly-settlement-publication-responses-december-open-letter</p> <p>May 2016 - AS informed the Panel that conclusions on Half Hourly Settlement will be published at the end of May 2016.</p> <p>June 2016 – The Panel noted Ofgem’s conclusions on ‘HH Elective Settlement’ in relation to the impact on DCP 268 ‘DUoS Charging Using HH Settlement Data’.</p> <p>The Panel noted that Ofgem expects the change to be implemented by early 2017. The Panel noted that there is no immediate barrier under DCP 268 and agreed that the CP should run its normal course.</p> <p>September 2016 – It was noted that DCP 268 was raised to facilitate a transition to half-hourly (HH) settlement for non-half hourly (NHH) customers by moving to a time band charging basis, based on the HH (profiled) data used in settlement. This is a standalone change. The DCP 268 Working Group is developing the CP solution and the proposed implementation date is 1 April 2019.</p>		
--	--	--	--