

Minutes

Meeting Name	DCP 011 Working Group	Meeting Number	001
Meeting Date	20 February 2008	Meeting Time	12.30
Meeting Venue	ElectraLink, 289 – 293 Regent St, London, W1B 2HJ		

In Attendance

Attendee

Peter Waymont (Chair)
Glenn Sheern
John Lawton
Carl Wilkes
Craig Neill
Elizabeth Lawlor (Secretary)

Representing

EDF Energy Networks
E.ON UK
Electricity North West Ltd
RWE Npower
SSE Distribution
DCUSA Limited

1 ADMINISTRATION

- 1.1 Peter Waymont was appointed as Chair of the group.

2 TERMS OF REFERENCE

- 2.1 The Working Group approved the Terms of Reference and asked that they be updated to reflect the new group membership.

Action: EL

3 DCP 011 - Distribution Standard Licence Condition 36, 36A & 36C review

- 3.1 JL informed the group that ENW had raised DCP 011 following the agreement of the Distributor SLC 36 changes in April 2007. Members noted that SLC36, 36A & 36C of the Distribution Licence have been amended due to metering competition and that a distributor is no longer required to offer basic metering services with effect from the 1st April 2007. The Working Group agreed that the DCUSA documentation needs to reflect such a change.

4 DCP 011 – CONSULTATION

- 4.1 The Working Group reviewed the responses received to the DCP 011 Consultation issued by the Panel.
- 4.2 Question 1 - Does the proposed CP better facilitate the DCUSA Objectives? The Working Group noted that the majority of respondents considered that the CP better facilitates the following two DCUSA objectives:

3.1.2 - 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; and

3.1.3 - the efficient discharge by the DNO Parties and IDNO Parties of obligations imposed upon them in their Distribution Licences.

- 4.3 The Working Group agreed with the responses to the Consultation.
- 4.4 Question 2 - Are there any other alternative solutions you would like to be considered by the DCP 011 Working Group? The Working Group noted that Scottish and Southern Energy Distribution, Western Power Distribution and RWE Npower had highlighted that the definition of 'Legacy Basic Metering Asset Provision' should reference LC36 paragraph 3, rather than paragraph 2. The Working Group agreed with the recommendation and JL took an action to update the drafting accordingly.
- 4.5 Question 3 - Do you consider the definition of 'Meter Operator' to be sufficient? The Working Group noted that RWE Npower and Western Power Distribution had indicated that the BSC refers to Meter Operator Agents and recommended that the DCUSA should be aligned with the BSC. The Working Group agreed that all references to Meter Operator in the DCUSA should be changed to Meter Operator Agent.

- 4.6 Question 4 - Please indicate if you expect to incur any costs to support the CP: The Working Group noted that no Parties had indicated that they would incur any costs to support the CP.
- 4.7 Question 5 - Do you support the proposed implementation date of 26 June 2008? The Working Group noted that all respondents supported the proposed implementation date.
- 4.8 Question 6 - Please state any other comments or views on the Change Proposal: The Working Group noted that RWE Npower had indicated that the defined term in the BSC is "Metering Equipment" not "Meter Equipment" and accepted the comment made.

5 DCP 011 – DRAFTING

- 5.1 JL recommended that Clause 18.2.2 should be updated to remove references to Qualification and the Working Group was supportive of the recommendation noting that the use of the term Meter Operator Agent, as defined in the BSC, will mean that the appointed MOA must be Qualified Agent. Members further agreed that the following definitions could therefore be removed from the drafting: Qualification, Qualification Authority, Meter Equipment and Meter Operator. The Working Group agreed to amend the definition of Data Collector and Meter Administrator to reference the BSC. JL took an action to update the drafting accordingly and PW agreed to issue the text to Wragge and Co for legal review.

Action: JL

Action: PW

6 DCP 011 VARIATIONS

- 6.1 JL confirmed that ENW would accept the drafting amendments to DCP 011 as recommended by the group in section 4 and 5 and would update the CP to v1.1 accordingly. The group agreed that it did not wish to put forward an alternative solution.

7 DCP 011 TIMETABLE

- 7.1 The group agreed the following timetable for the next stage of work:

Activity	Due Date
Definition and Consultation Period	07 January – 29 February 2008
Legal Text and Change Report drafted	03 March - 12 March 2008
Panel Meeting – Change Report agreed	19 March 2008
Party Voting	20 March – 14 April 2008
Change Declaration	15 April 2008
Panel Review of Votes and Comments	16 April 2008
Ofgem Determination	15 May – 19 June 2008
Implementation	26 June 2008

8 ANY OTHER BUSINESS

8.1 There were no additional items of business.

9 DATE OF NEXT MEETING

9.1 No future meetings of the Working Group have been convened. The development of the CP will be progressed ex-committee by email.

Appendix A: Summary of Actions

This section provides details of actions placed at the meeting. The section is split into two sub-sections:

- New actions and progress against actions currently open; and
- Actions that were closed as a result of the meeting or a previous meeting.

Open Actions

Action No.	Description	Owner
01/01	Update ToR to reflect membership	EL
01/02	Update legal drafting to reflect decisions taken by the group	JL
01/03	Issue legal drafting to Wragge & Co for review	PW
01/04	Draft Change Report	EL