

DCP 336 Working Group Meeting 03

11 June 2019 at 2:00pm

Web-Conference

Attendee	Company
Working Group Members	
Chris Ong [CO]	UK Power Networks
John Campbell [JC]	SSEN
Kevin Woollard [KW]	British Gas
Code Administrator	
Dylan Townsend [DT] (Chair)	ElectraLink
Hollie Nicholls [HN] (technical secretariat)	ElectraLink

Apologies	Company
Karl Maryon	Haven Power

1. Administration

- 1.1 The Chair welcomed the members to the meeting.
- 1.2 The Working Group reviewed the “Competition Law Guidance”. All Working Group members agreed to be bound by the Competition Law Guidance for the duration of the meeting.
- 1.3 The Working Group reviewed the meeting minutes for the last Working Group meeting, held on 07 May 2019 and agreed that these were a true reflection of the discussions held.

2. Purpose of the Meeting

- 2.1 The Chair set out that the purpose of the meeting is to review the DCP 336 draft Change Report and finalise the DCP 336 legal text.

3. Review of the feedback received from industry

- 3.1 The Working Group reviewed the feedback received from two DCUSA Parties regarding the proposed solution for DCP 336. The feedback received from Northern Powergrid was received following on from action DCP 336 02/01 'The Secretariat to obtain clarity from Northern Powergrid regarding their response to question two of the consultation document'.
- 3.2 The Chair confirmed that the clarification had been received from Northern Powergrid's Contract Manager (CM).
- 3.3 The CM confirmed that Northern Powergrid would like to retain the ENA as the Nominated Central Source for the data on behalf of the DNO and IDNOs rather than use the DCUSA Secretariat and they would prefer that the wording "agreed format" was used rather than detailing a .csv file specifically as this would avoid further changes in the future if the format needed to change.
- 3.4 As well as this email, the Chair also highlighted to the group that they had received further feedback from Electricity North West regarding the proposed DCP 336 solution.
- 3.5 They also highlighted that they would prefer for Energy Networks Association (ENA) to remain as the Nominated Central Source as they gather the data and use it for multiple purposes, such as 105 website information, Vodafone 105, Solsoft and the ENA postcode lookup.
- 3.6 Both of these email communications were circulated to Working Group members during the meeting.
- 3.7 The Chair noted that both of these points had been discussed by the Working Group when they were reviewing the collated consultation responses at the last Working Group meeting. It was noted that although ENA use the collated for other purposes, if the DCUSA Secretariat takes over the role, ENA will still be able to access the data via the DNOs and due to there being no personal data being shared, there would be no GDPR issues.
- 3.8 In regard to the .csv file being specifically being mentioned within the legal text; the Working Group members confirmed that this was no different to the status quo as the .csv file was noted within the "Electronic Format" definition.
- 3.9 One Working Group member highlighted that from a Supplier perspective they are neutral as to where they would receive the information from, whether it be from the Nominated Central Source or from the DCUSA Secretariat.
- 3.10 The Chair highlighted that there were other options that the Working Group could consider, including:
 - The DCUSA Secretariat takes over the role of the Nominated Central Source meaning that the DNOs and IDNOs would need to provide their Rota Load Disconnection data to the Secretariat for them to collate and publish on the password-protected pages of the DCUSA Website for Supplier Parties to be able to download. Other interested parties would be able to access the information by requesting it from the DNOs; or
 - The Nominated Central Source is kept instated and the Working Group only update the legal text to remove the use of a DVD format so that the Nominated Central Source would collate the data and send the file over to the DCUSA Secretariat for publication on the DCUSA Website and for Supplier to be able to download.

- 3.11 The Proposer of the change agreed that he will speak with his colleagues to obtain a preference of which solution would be better for industry and let the Working Group know their decision by close of play on 14 June 2019. Other Working Group members will then be asked to confirm that they are happy with the chosen preference.

ACTION 03/01: The Proposer of the change to put forward a preferred solution option for Working Group agreement.

Post-meeting note: The Proposer of the change has confirmed that the preferred solution would be to progress this change so that it only removes the reference to a DVD and replacing it with access via the DCUSA website and that the DNOs will continue to send the data to the Nominated Central Source who will continue to process the data before passing it to the DCUSA Secretariat for publication.

- 3.12 The Secretariat will then be able to update the Change Report and the legal text to reflect the preferred solution.

ACTION 03/02: The Secretariat to update the Change Report and draft legal text to reflect the preferred solution put forward by the Proposer.

4. Work Plan and Next Steps

- 4.1 The Working Group reviewed the Work Plan and an updated version can be found as Attachment 1. Working Group members agreed that the following next steps:
- The Proposer of the change to go back to their colleagues to obtain confirmation of their preferred route and to disseminate this information once received;
 - The Secretariat to update the Change Report and draft legal text documents in light of the decision made by the Proposer on the preferred solution; and
 - The Working Group to meet on 01 July to review the finalised Change Report and Legal Text.

5. Agenda Items for the next meeting

- 5.1 The Working Group agreed to add the following items to the agenda for the next meeting;
- Review of the DCP 336 Change Report; and
 - Review of the DCP 336 finalised legal text.

6. Any Other Business

- 6.1 There were no further items of AOB, and the Chair closed the meeting.

7. Date of Next Meeting – Monday 01 July 2019

- 7.1 The Working Group agreed that the next meeting will be held on Monday 01 July 2019 at 10am via teleconference.

8. Attachments

- Attachment 1 – DCP 336 Updated Work Plan

New and open actions

Action Ref.	Action	Owner	Update
03/01	The Proposer of the change to put forward a preferred solution for Working Group agreement.	Chris Ong	Post-meeting note – preferred solution option detailed in the body of the meeting minutes
03/02	The Secretariat to update the Change Report and Legal Text to reflect the preferred solution put forward by the Proposer for review at the next meeting.	ElectraLink	

Closed Actions

Action Ref.	Action	Owner	Update
02/01	The Secretariat to obtain clarity from Northern Powergrid regarding their response to question two of the consultation document.	ElectraLink	11 June: Completed
02/02	The Secretariat to seek clarity on the process used by the ENA to collate the data and potentially observe the process.	ElectraLink	11 June: Completed
02/03	The Secretariat to update the legal text to ensure the process for assigning a postcode that falls under more than one DNO are is clear.	ElectraLink	11 June: Completed
02/04	The Secretariat to include an extra clause within the draft legal text to state that the costs for administering this process will be ringfenced to DNOs and IDNOs only.	ElectraLink	11 June: Completed
02/05	The Secretariat to update the draft Change Report to reflect the discussions held.	ElectraLink	11 June: Completed