








## Part A: Generic

DCUSA Change Proposal (DCP)		At what stage is this document in the process?
<h1>DCP 322</h1> <h2>ETTOS Tip-Offs Read and Response Timelines</h2> <p>Date raised: <i>13 June 2018</i></p>		01 – Change Proposal
		02 – Consultation
		03 – Change Report
		04 – Change Declaration
<p>Purpose of Change Proposal:</p> <p>This Change Proposal seeks to add timelines for Suppliers to read tip offs within 10 Working Days and DNOs/IDNOs to respond to the ETTOS Service Provider with matching findings no later than 10 Working Days.</p>		
	<p>Governance:</p> <p>The Proposer recommends that this Change Proposal should be:</p> <ul style="list-style-type: none"> <li>Treated as a Part 2 Matter</li> <li>Treated as a Standard Change</li> <li>Proceed to Change Report</li> </ul> <p>This Change Proposal will be presented to the DCUSA Panel on <b>20 June 2018</b>.</p> <p>The Panel will consider the proposer's recommendation and determine the appropriate route.</p>	
	 Impacted Parties: <b>Suppliers, DNOs and IDNOs</b>	
	<p>Impacted Clauses: <b>DCUSA Schedule 26</b></p>	

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Indicative Timeline		 02074323008 Proposer: British Gas  Piers Merritt <a href="mailto:piers.merritt@britishgas.co.uk">piers.merritt@britishgas.co.uk</a>
The Secretariat recommends the following timetable:		
Initial Assessment Report Issued to Panel	13 June 2018	
Change Report Approved by Panel	18 July 2018	
Change Report issued for Voting	20 July 2018	
Party Voting Closes	10 August 2018	
Change Declaration Issued to Parties	14 August 2018	
Implementation Date	01 November 2018	

## 1 Summary

### What

The Theft Issues Group (TIG) has developed the ETTOS escalation process to help ensure Suppliers and Network Operators meet their obligations to retrieve tip-offs from the ETTOS Service Provider (Crimestoppers). This does not place additional obligations on Parties but adds timelines for Suppliers, DNOs and IDNOs to read tip offs and for DNOs and IDNOs to response to the ETTOS Service Provider with findings on reports issued for matching. Most Parties access their reports in less than 10 Working Days of receipt this is to ensure the process is consistent for all Suppliers, DNOs and IDNOs

## Why

For the ETTOS escalation process to be effective an amendment should be made to the DCUSA adding tip-offs read and response timelines.

## How

It is proposed that timelines are added to the DCUSA Schedule 26. The proposed legal text is provided as attachment 1

## 2 Governance

### Justification for a Part 2 Matter

This Change Proposal should be classed as a Part 2 Matter as it does not have a material impact on DCUSA Parties and does not meet the criteria that would require the Authority to make a decision.

### Requested Next Steps

This Change Proposal should:

- Be treated as a Part 2 Matter
- Be treated as a Standard Change
- Proceed to the Change Report phase

## 3 Why Change?

This change will ensure effective administration of the ETTOS service.

### Part B: Code Specific Details

## 4 Solution and Legal Text

The proposed legal text is provided as attachment 1 and proposed change to paragraph 8 of DCUSA Schedule 26.

8.3 Where a Supplier Party receives a tip-off for a premise, for which it is the electricity supplier, the Supplier Party shall read the tip-off within 10 Working Days and ensure that it is investigated in accordance with the Revenue Protection Code of Practice.

8.5 Where a DNO/IDNO Party receives a tip-off for a premises for which it is the electricity distributor, the DNO/IDNO Party shall undertake the below appropriate steps within 10 Working Days:

8.6 Where a DNO/IDNO Party receives a tip-off for a premise, for which it is not the electricity distributor, then it shall notify the ETTOS Service Provider no later than 10 Working Days (including details of the correct distributor if known).

Add new paragraph 8.8

8.8 Where a Supplier, DNO/IDNO fails to meet their ETTOS obligations to read tip offs and/or respond to the ETTOS Service Provider within 10 Working Days the ETTOS escalation process will be triggered. See Appendix 1 ETTOS Escalation Process.

## 5 Code Specific Matters

None

## 6 Relevant Objectives

DCUSA General Objectives	Identified impact
<input type="checkbox"/> 1 The development, maintenance and operation by the DNO Parties and IDNO Parties of efficient, co-ordinated, and economical Distribution Networks	None
<input type="checkbox"/> 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	None
<input type="checkbox"/> 3 The efficient discharge by the DNO Parties and IDNO Parties of obligations imposed upon them in their Distribution Licences	None
<input checked="" type="checkbox"/> 4 The promotion of efficiency in the implementation and administration of the DCUSA	Positive impact
<input type="checkbox"/> 5 Compliance with the Regulation on Cross-Border Exchange in Electricity and any relevant legally binding decisions of the European Commission and/or the Agency for the Co-operation of Energy Regulators.	None
The proposal better facilitates the DCUSA General Objective 4 this change will help to ensure effective administration of the ETTOS service and help Suppliers, DNOs and IDNOs their meet licence conditions.	

## 7 Impacts & Other Considerations

**Does this Change Proposal impact a Significant Code Review (SCR) or other significant industry change projects, if so, how?**

No

**Does this Change Proposal Impact Other Codes?**

## Consideration of Wider Industry Impacts

- |           |                                     |
|-----------|-------------------------------------|
| BSC       | <input type="checkbox"/>            |
| CUSC      | <input type="checkbox"/>            |
| Grid Code | <input type="checkbox"/>            |
| MRA       | <input type="checkbox"/>            |
| SEC       | <input type="checkbox"/>            |
| Other     | <input type="checkbox"/>            |
| SPAA      | <input checked="" type="checkbox"/> |
| None      | <input type="checkbox"/>            |

## Consideration of Wider Industry Impacts

A similar change is being progressed to update Schedule 37 of the SPAA (Energy Theft Tip Off Service).

## Confidentiality

N/A

## 8 Implementation

### Proposed Implementation Date

The proposed Implementation date is the next applicable release date following approval which is scheduled to be on 01 November 2018.

## 9 Recommendations

### Part C: Guidance Notes for Completing the Form

Ref	Section	Guidance
1	<b>Attachments</b>	Append any proposed legal text or supporting documentation in order to better support / explain the CP.
2	<b>Governance</b>	<p>A CP must be categorised as a Part 1 or Part 2 matter in accordance with Clause 10.4.7 of the DCUSA. All Part 1 matters require Authority Consent.</p> <p>Part 1 Matter</p> <p>A change Proposal is considered a Part 1 Matter if it satisfies one or more of the following criteria:</p>

		<p>a) it is likely to have a significant impact on the interests of electricity consumers;</p> <p>b) it is likely to have a significant impact on competition in one or more of:</p> <ul style="list-style-type: none"> <li>i. the generation of electricity;</li> <li>ii. the distribution of electricity;</li> <li>iii. the supply of electricity; and</li> <li>iv. any commercial activities connected with the generation, distribution or supply of electricity;</li> </ul> <p>c) it is likely to discriminate in its effects between one Party (or class of Parties) and another Party (or class of Parties);</p> <ul style="list-style-type: none"> <li>i. it is directly related to the safety or security of the Distribution Network; and</li> <li>ii. it concerns the governance or the change control arrangements applying to the DCUSA; and</li> <li>iii. it has been raised by the Authority or a DNO/IDNO Party pursuant to Clause 10.2.5, and/or the Authority has made one or more directions in relation to it in accordance with Clause 11.9A.</li> </ul> <p>Part 2 Matter</p> <p>A CP is considered a Part 2 Matter if it is proposing to change any actual or potential provisions of the DCUSA which does not satisfy one or more of the criteria set out above.</p>
3	<b>Related Change Proposals</b>	Indicate if the CP is related to or impacts any CP already in the DCUSA or other industry change process.
4	<b>Proposed Solution and Draft Legal Text</b>	<p>Outline the proposed solution for addressing the stated intent of the CP. The Change Proposal Intent will take precedence in the event of any inconsistency. A DCUSA Working Group may develop alternative solutions.</p> <p>The plain English description of the proposed solution should include the changes or additions to existing DCUSA Clauses (including Clause numbers).</p> <p>Insert proposed legal drafting (change marked against any existing DCUSA drafting) which enacts the intent of the solution. The legal text will be reviewed by the Working Group (if convened) and is likely to be subject to legal review as part of its progress through the DCUSA change process.</p>

5	<b>Proposed Implementation Date</b>	<p>The Change can be implemented in February, June, and November of each year or as an extraordinary release. For Charging Methodology CPs, select an implementation date which takes into consideration the minimum notice periods for publishing tariffs. These are:</p> <ul style="list-style-type: none"> <li>• 15 months, for DNOs acting within their Distribution Services Areas; or</li> <li>• 14 months, for IDNOs and DNOs acting outside their Distribution Services Area.</li> </ul> <p>Please select an implementation date that provides sufficient time for the Change to be incorporated into the appropriate charging model and the DCUSA in order to be reflected in future tariffs.</p> <p>Contact the DCUSA helpdesk for any further information on the releases <a href="mailto:dcusa@electralink.co.uk">dcusa@electralink.co.uk</a>.</p>
6	<b>Impacts &amp; Other Considerations</b>	<p>Indicate whether this Change Proposal will be impacted by or have an impact upon wider industry developments. If an impact is identified, explain why the benefit of the Change Proposal may outweigh the potential impact and indicate the likely duration of the Change.</p>
7	<b>Environmental Impact</b>	<p>Indicate whether it is likely that there would be a material impact on greenhouse gas emissions as a result of the proposed variation being made. Please see <a href="#">Ofgem Guidance</a>.</p>
8	<b>Confidentiality</b>	<p>Clearly indicate if any parts of this Change Proposal Form are to remain confidential to DCUSA Panel (and any subsequent DCUSA Working Group) and Ofgem</p>
9	<b>DCUSA General Objectives</b>	<p>Indicate which of the DCUSA Objectives will be better facilitated by the Change Proposal.</p>
10	<b>Detailed Rationale for DCUSA Objectives</b>	<p>Provide detailed supporting reasons and information (including any initial analysis that supports your views) to demonstrate why the CP will better facilitate each of the DCUSA Objectives identified.</p>
11	<b>DCUSA Charging Objectives</b>	<p>Indicate which of the DCUSA Charging Objectives will be better facilitated by the Change Proposal. Please note that a CDCM or EDCM change may also facilitate the DCUSA General objectives.</p>
12	<b>Defining 'Material' for Charging Methodology Changes</b>	<p>In respect of proposals to vary one or more of the Charging Methodologies, such proposals shall be deemed to be "material" if they might reasonably be expected to have a significant impact on the tariffs calculated under one or more of the methodologies.</p>