

## DCUSA Change Proposal Form

This form is issued in accordance with Clause 10.5 of the DCUSA.

Completed forms should be returned to [dcusa@electralink.co.uk](mailto:dcusa@electralink.co.uk) for assessment by the DCUSA Panel. Failure to complete all parts of the form may result in it being rejected by the DCUSA Panel.

- PART A – Mandatory for all Change Proposals
- PART B – Mandatory for Non Charging Methodologies Proposals
- PART C – Mandatory for Charging Methodologies Proposals
- PART D – Guidance Notes

### PART A - MANDATORY FOR ALL CHANGE PROPOSALS

Document Control	
CP Status	Standard
CP Number	DCP 281
Date of submission	14 September 2016
Attachments	Attachment 1&2
Originator Details	
Company Name	South Eastern Power Networks
Originator Name	Mark James
Category	DNO
Email Address	MARK.JAMES@UKPOWERNETWORKS.CO.UK
Phone Number	01293 657946
Change Proposal Details	
CP Title	Changes to Schedule 19 – Portfolio Billing
Impacted parties	DNO, IDNO's, Suppliers
Impacted Clause(s)	Clause 3.2, 3.3, 3.4
Part 1 / Part 2 Matter	Part 2
Provide your rationale why you consider this change is a Part 1 or Part 2 Matter	
Related Change Proposals	n/a
Change Proposal Intent	
To ensure that HH Portfolio data is reported to DNOs in a consistent manner by all embedded LDSOs and to define how revised data must be reported.	
Business Justification and Market Benefits	
Schedule 19 (Portfolio Billing) states that 'The EDNO shall provide a report to the DNO Party, on or before the 15th day of each month' including 'any adjustments to data previously reported.	
With increasing numbers of IDNOs we are seeing increasing permutations of providing the data, particularly for credit/rebill situations.	
This change seeks to introduce a standard approach for submission of HH Portfolio data and provide clarity of how revised data is submitted to the DNO.	

The proposed change will introduce further clarity within the legal text to define the information that is required to be sent to the DNOs.

We believe that that the proposed change to Schedule 19 would improve the current process for submitting HH Portfolio data by introducing a standard approach which benefits all parties in managing this work.

### Proposed Solution and Draft Legal Text

The recommendation is that a template to be introduced as an appendix within Schedule 19, which will be used by IDNOs to provide HH Portfolio data to DNOs. In addition to this change it is proposed that the legal text is updated within clause 3.2 to provide clarity of how revised data is submitted to the DNO.

We propose that the report provided by IDNOs contains any rebilling data, shown as a line giving credit values against the original invoice data and another line giving the new invoice data, which can then be processed at the same time under the DCUSA rules.

Included as an attachment with this Change Proposal is a new version of this template and legal text.

The attached spreadsheet illustrates how we would expect to receive the data with any rebilling provided in the same report as the HH Specific Portfolio data to avoid any impact in terms of processing the data.

LDSOs should be mandated to all use the same template and provide zero values if any item is not billed for a particular customer.



Schedule 19.docx



HH Portfolio Billing  
Template.xls\_xlsx

### Proposed Implementation Date

First release after approval.

### Impact on Other Codes

Please tick the relevant boxes and provide any supporting information.

- |           |                                     |
|-----------|-------------------------------------|
| 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"/>            |
| None      | <input checked="" type="checkbox"/> |

If other please specify

### Consideration of Wider Industry Impacts

n/a

### Environmental Impact

n/a

### Confidentiality

n/a

## PART B – MANDATORY FOR NON CHARGING METHODOLOGIES CHANGE PROPOSALS

### DCUSA General Objectives

#### General Objectives:

Please tick the relevant boxes. [See Guidance Note 9]

- 1 The development, maintenance and operation by the DNO Parties and IDNO Parties of efficient, co-ordinated, and economical Distribution Networks
- 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
- 3 The efficient discharge by the DNO Parties and IDNO Parties of obligations imposed upon them in their Distribution Licences
- 4 The promotion of efficiency in the implementation and administration of this Agreement
- 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.

### Detailed rationale for better facilitation of the DCUSA Objectives identified above

DCUSA General Objective 4 will be better facilitated as the introduction of this change will provide a clear defined method to provide HH Portfolio data to the DNO.

## PART C – MANDATORY FOR CHARGING METHODOLOGIES CHANGE PROPOSALS

Charging Methodology Change Proposals should only be assessed against the DCUSA Charging Methodology Objectives and the General Change Proposals should be assessed on DCUSA General Objectives.

Only Change Proposals impacted by both Charging and General objectives are to be assessed on both General and Charging Objectives.

### DCUSA Charging Objectives

Please tick the relevant boxes. [See Guidance Note 11]

#### Charging Objectives:

- 1 that compliance by each DNO Party with the Charging Methodologies facilitates the discharge by the DNO Party of the obligations imposed on it under the Act and by its Distribution Licence
- 2 that compliance by each DNO Party with the Charging Methodologies facilitates competition in the generation and supply of electricity and will not restrict, distort, or prevent competition in the transmission or distribution of electricity or in participation in the operation of an Interconnector (as defined in the Distribution Licences)
- 3 that compliance by each DNO Party with the Charging Methodologies results in charges which, so far as is reasonably practicable after taking account of implementation costs, reflect the costs incurred, or reasonably expected to be incurred, by the DNO Party in its Distribution Business
- 4 that, so far as is consistent with Clauses 3.2.1 to 3.2.3, the Charging Methodologies, so far as is reasonably practicable, properly take account of developments in each DNO Party's Distribution Business
- 5 that compliance by each DNO Party with the Charging Methodologies facilitates 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.

#### **Detailed rationale for better facilitation of the DCUSA Objectives identified above**

[See Guidance Note 10]

#### **Has this issue been discussed at any other industry forums? If so please specify and provide supporting documentation**

n/a

### **PART D – GUIDANCE NOTES FOR COMPLETING THE FORM**

Guidelines for Working Group Members and Working Group Terms of Reference are available on the DCUSA Website and provide more information about the progression of the Change Process. [www.dcusa.co.uk](http://www.dcusa.co.uk)

Ref	Data Field	Guidance
<b>1</b>	<b>Attachments</b>	Append any proposed legal text or supporting documentation in order to better support / explain the CP.

<p><b>2</b></p>	<p><b>Part 1 / Part 2 Matter</b></p>	<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><b>3</b></p>	<p><b>Related Change Proposals</b></p>	<p>Indicate if the CP is related to or impacts any CP already in the DCUSA or other industry change process.</p>
<p><b>4</b></p>	<p><b>Proposed Solution and Draft Legal Text</b></p>	<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. 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>
<p><b>5</b></p>	<p><b>Proposed Implementation Date</b></p>	<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 in to consideration the deadlines for publishing indicative tariffs.</p> <ul style="list-style-type: none"> <li>• Submission of Company indicative tariffs is 31 December of each year.</li> <li>• Final tariffs are published on 1 April of each year.</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 within the December indicative 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>
<p><b>6</b></p>	<p><b>Consideration of Wider Industry Impacts</b></p>	<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>
<p><b>7</b></p>	<p><b>Environmental Impact</b></p>	<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>
<p><b>8</b></p>	<p><b>Confidentiality</b></p>	<p>Clearly indicate if any parts of this Change Proposal Form are to remain confidential to DCUSA Panel (and any subsequent</p>

		DCUSA Working Group) and Ofgem.
<b>9</b>	<b>DCUSA General Objectives</b>	Indicate which of the DCUSA Objectives will be better facilitated by the Change Proposal.
<b>10</b>	<b>Detailed Rationale for DCUSA Objectives</b>	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.
<b>11</b>	<b>DCUSA Charging Objectives</b>	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.