

DCP 281 Working Group Minutes

Meeting Name	DCP 281 Working Group
Meeting Number	01
Date	17 October 2016
Time	14:00
Venue	Web-Conference

Attendee	Company
Claire Hynes [CH] (Chair)	ElectraLink
Donna Townsend [DT]	ESP Electricity Ltd
Frank Walsh (Part meeting)	UK Power Distribution Ltd
Gareth Jones [GJ]	GTC
Lynda Carroll [LC] (Part meeting)	Ofgem
Mark James [MJ]	UK Power Networks
Michael Walls [MW]	ESP Electricity Ltd
Peter Waymont [PW]	UK Power Networks
Sean Young [SY]	Northern Powergrid
Tim Porter [TP]	SSE Energy Networks
Tracey Pitcher [TP]	Western Power Distribution
Dan Fittock [DF] (Secretariat)	ElectraLink
Apologies	Company
Steven Grant	Scottish Power Energy Networks
Gemma Warren	GTC

1 ADMINISTRATION

- 1.1 The Working Group reviewed the “Competition Law Do’s and Don’ts”. All Working Group members agreed to be bound by the Competition Laws Do’s and Don’ts for the duration of the meeting.
- 1.2 The Working Group reviewed the DCP 281 Terms of Reference (ToR). All Working Group members agreed to the terms and agreed a revised work plan which acts as Attachment 1.

2 SUMMARY OF THE DCP 281 CHANGE PROPOSAL (CP)

- 2.1 The proposer advised that this change is seeking 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. This will be achieved by introducing a template to Schedule 19, ensuring that the data provided on a monthly basis in a set format.
- 2.2 The Working Group reviewed the legal text and made a number of amendments to the proposal:
 - The Working Group queried whether the new template required the proposed five columns for unit blocks, or whether this could be reduced to three (red or black, amber or yellow, green unit groupings instead of separate red, amber, black, yellow, green). The Working Group agreed that this should be included as a consultation question as a change to the unit blocks could impact Party systems.

- The raiser of the change also requested the Working Group's view on whether any blank submissions in the table should be populated with '0'. The Working Group agreed that this should also be included as a consultation question as it could have impacts on how Parties process and systemise the spreadsheet.
- It was agreed that there should be two examples included on the spreadsheet contained in Schedule 19 to present methodology for credit rebills: one line with a negative value of the amount being credited, and another line being the new invoice. MJ agreed to take an action to compile a version of the spreadsheet with these examples. It was also agreed that this proposal will be added as a consultation question.

ACTION: 01/01 – MJ

- The Working Group also discussed the inclusion of month-by-month data in separate tabs of the spreadsheet as back-up data and whether MPAN data should be aggregated on the front sheet. It was agreed that back-up data on separate tabs could be included as long as the front sheet followed the template's conventions and it was also agreed that MPAN data should be aggregated on the front sheet.
- There were additional small drafting changes made which can be found in Attachment 2.

3 REVIEW OF THE DRAFT CONSULTATION

- 3.1 ElectraLink had prepared a draft consultation document for this change and the Working Group agreed to review this in order to expedite the change process.
- 3.2 A number of small drafting changes were made and following the discussion points made above, a number of additional questions were included to garner industry views on the Working Group's proposed changes to the CP, including whether the industry considers whether this change is a Part 1 or a Part 2 matter.
- 3.3 The updated consultation can be found in Attachment 3 and ElectraLink agreed to take an action to circulate a copy of the draft consultation to the Working Group.

ACTION: 01/02 – ELECTRALINK

4 NEXT STEPS

- 4.1 The DCP 281 Working Group agreed the next steps as follows:
 - ElectraLink to distribute the draft consultation to the Working Group for review and the Working Group to submit comments to ElectraLink by 26 October 2016.
 - ElectraLink to circulate an updated version of the consultation to the Working Group for final sign off on 28 October 2016.
 - ElectraLink to issue the consultation to industry for a period of three weeks on 18 November 2016.

5 ANY OTHER BUSINESS

- 5.1 There were no items of any other business and the Chair closed the meeting.

6 NEXT MEETING

- 6.1 The next meeting is scheduled for 10:00am on Wednesday, 30 November 2016 via web-conference.

7 ATTACHMENTS

- Attachment 1 – DCP 281 Work Plan
- Attachment 2 – Updated DCP 281 Legal Drafting
- Attachment 3 – Updated Consultation Document

APPENDIX A: SUMMARY OF ACTIONS

NEW AND OPEN ACTIONS

Action Ref.	Action	Owner	Update
01/01	To compile a version of the spreadsheet with inclusive of examples.	MJ	
01/02	To circulate a copy of the draft consultation to the Working Group	ElectraLink	Completed post-meeting.