

Minutes

Meeting Name	DCP 054 Working Group	Meeting Number	007
Meeting Date	28 April 2010	Meeting Time	10:00
Venue	ElectraLink, 2-3 Golden Square, London, W1F 9HR		

Attendee

Glenn Sheern (Chair)
 Angela Mann
 Andrew Wallace
 Anne Jackson
 Christopher Harding
 Danielle King
 Jon Spence
 Kevin Woollard
 Heath Watts-Robinson
 Mike Blake
 Phil Lucas
 Sasha Pearce
 Tony Savka
 Alex Burford (Secretary)

Company

E.ON UK
 E.ON UK
 Ofgem
 SSE Energy Ltd
 EDF Energy Customers
 E.ON UK
 ELEXON
 British Gas
 Central Networks
 EDF Networks
 National Grid
 NPower
 Electricity North West Limited
 ElectraLink Ltd

1. ADMINISTRATION

- 1.1 Apologies were received from Donna Townsend from ESP Electricity and Paul Coyle from Scottish Power.

2. MINUTES OF MEETING 005

- 2.1 The minutes were agreed subject to amendments to the actions log.

3. OUTSTANDING ACTIONS

- 3.1 An updated action log is attached as Appendix A.

4. UPDATE FROM THE DCP 054 JOINT SUB-GROUP MEETING

- 4.1 It was noted that the DCP 054 Joint Sub-Group met on the 22 April 2010 to discuss the development of the Code of Practice (CoP) for Electricity and Gas. It was noted that the Joint Sub-Group developed the key principles of the document and will convene in May for further development of the CoP including assessing the impact on vulnerable customers. The Working Group noted that should one of the incentive schemes developed by this Working Group be agreed, it should be included in the Code of Practice.
- 4.2 The Joint Sub-Group noted that the CoP should include the key principles set out in UKRPA Manual (Manual of Information and Guidance on Revenue Protection Procedures and Practice). The Working Group noted that the manual may contain sensitive information and that the Joint Sub-Group is still considering whether it should be made available to the whole industry. It was noted that the Joint Sub-Group had considered whether the manual could be published in a closed section of the DCUSA website. GS noted that

should the CoP sit within the DCUSA the CoP would then become visible to the public and the Working Group would need to consider how the confidential sections remain confidential. The Working Group agreed to consider the matter further and HWR took an action to speak with the UK RPA and seek further clarification on which sections in the manual are considered sensitive.

Action: HWR

5. UPDATE FROM THE DCUSA PANEL IN RELATION TO LEGAL ADVICE

5.1 The Working Group noted that the DCUSA Panel discussed the DCP 054 legal advice questions on the issue of theft in conveyance at its last meeting. The Working Group noted that the Panel issued the questions to the Working Group for their review and asked them to further develop the questions.

5.2 The Working Group discussed the process in relation to theft in conveyance and identified a number of scenarios where theft can occur. HWR took an action to draft a diagram to identify a number of scenarios in relation to the theft in conveyance process.

Action: HWR

5.3 The Working Group agreed the main principles of the questions for inclusion in the legal request. It was agreed that there would need to be clarification on who is responsible for the theft of energy for each scenario where theft can occur. The Working Group further agreed to seek clarification on what charges are associated with each scenario and whether there is a requirement to put units into settlement in the event that units are found to be stolen.

5.4 The Working Group agreed to organise a meeting with Wragge & Co in relation to the clarification of theft in conveyance. GS and KW agreed to speak with Wragge & Co to organise a meeting.

Action: GS and KW

6. CODE OF PRACTICE

6.1 The Group agreed to place the Code of Practice on hold pending its completion by the DCP 054 Joint Sub-Group.

7. NHH REVENUE PROTECTION ADJUSTMENTS DOCUMENT

7.1 The Working Group noted the, NHH Revenue Protection Adjustments - Readings v Advances document drafted by JS. JS noted that the document was drafted in relation to the benefit of adjustment readings and noted that a flag could be added into a flow in order to identify units associated with theft.

7.2 JS noted that ELEXON has completed its technical assurance checks and agreed to provide a link to the Performance Assurance Board (PAB) report.

Action: JS

- 7.3 It was noted that DNOs do currently not have a mechanism to put units into settlement. AW took an action to speak with Ofgem to discuss the impact on DNOs in relation to theft in conveyance.

Action: AW

8. INCENTIVE SCHEMES

- 8.1 The Working Group noted the incentive schemes. It was noted that the Losses Incentive Scheme was still being developed by TS. KW noted that a number of changes had been made to the hybrid incentive scheme to ensure that it can work in conjunction with the other schemes.
- 8.2 The Working Group noted that estimated costs of each incentive scheme would be beneficial to allow parties assessing which scheme is favoured. The Working Group noted that estimated costs in relation to the schemes may be identified as part of the consultation.

9. INCENTIVE SCHEMES CONSULTATION DOCUMENT REVIEW

- 9.1 The Working Group reviewed the DCP 054 incentive scheme consultation document. KW noted that the consultation had been updated to reflect comments from the last meeting.
- 9.2 The Working Group noted that there would be merit in issuing the Code of Practice as part of the consultation, and agreed that it should be issued to Parties in a separate consultation.
- 9.3 The Working Group agreed that the consultation should note that DCP 054 is designed to develop a process to enable missing and stolen units going into settlement to be identified. It was also agreed that the consultation should ask respondents to identify their favoured incentive scheme and if respondents felt there were alternative solutions.
- 9.4 The Working Group agreed to seek clarification from Wragge & Co to establish whether sites energised without an appointed Supplier are considered as missing units and therefore are classed as theft in conveyance.
- 9.5 The Working Group considered theft of energy in relation to cannabis farms. DNO members took an action to provide average energy figures taken in relation to cannabis farms and issue them to KW and GS. The Working Group noted it would be useful to get an estimate of the amount of units per annual which are stolen as a result of cannabis farms.
- 9.6 The Working Group agreed that there would be some merit in noting the National Revenue Protection Scheme in the Incentive Scheme consultation. AJ took an action to check with the UNC whether The UNC Mod 0274 setting out the National Revenue Protection Service incentive within gas can be circulated for information as part of the DCUSA incentive scheme consultation.

Action: AJ

- 9.7 KW and GS took an action to develop the consultation further following Working Group comments and to include a financial model

of each incentive scheme.

Action: KW and GS

10. WORK PLAN

10.1 The Working Group agreed to develop the DCP 054 consultation and ElectraLink took an action to issue the consultation to all DCUSA Parties, ELEXON and Consumer Focus for 20 working days. The group agreed to review the following matters at its next meeting:

- Consultation Comments
- Incentive schemes
- Theft in conveyance

11. ANY OTHER BUSINESS

11.1 There was no other business raised at the meeting.

12. DATE OF NEXT MEETING

12.1 The Working Group agreed a provisional date for the next DCP 054 Working Group to convene at 10.00am on 21 June 2010 at ElectraLink, London.

APPENDIX A – ACTIONS**OPEN ACTIONS**

No.	Action	On	Due
003/01	Review each of the Schemes and report back to the next meeting: Losses Incentives – KW NRPS – GS	KW and GS	Ongoing TS circulated all relevant information on the Losses Incentive scheme to KW and GS for them to progress.
005/02	Speak with the Information Commissioner's Office (ICO) to understand the potential for / impact of having a flag placed in Data Collector's systems to highlight theft.	AM	Ongoing, has been placed on a waiting list, AM will document findings.
005/08	Circulate the advice on theft in conveyance to the Working Group for consideration.	ElectraLink	Ongoing
007/01	Speak with the UK RPA and ask for more clarity on the IPR issues with the UK RPA Manual.	HWR	07/06/10
007/02	Draft a diagram, which identifies a number of scenarios in relation to the theft in conveyance process.	HWR	07/06/10
007/03	Speak with Wragge & Co to organise a meeting in relation to theft in conveyance	GS and KW	07/06/10
007/04	Provide a link to the Performance Assurance Board (PAB) report on the Revenue Protection TA Checks.	JS	07/06/10
007/05	Speak with Ofgem in relation to DNOs account to theft in conveyance.	AW	07/06/10
007/06	Speak with the UNC Mod 0274 setting out the National Revenue Protection Service incentive within gas can be circulated in a DCUSA incentive scheme consultation	AJ	07/06/10
007/07	Develop the consultation further following working Group comments and to include a financial model.	KW and GS	07/06/10

CLOSED ACTIONS

No.	Action	On	Due
005/01	Add to the NHH Revenue Protection Adjustments Document to the next agenda for a further discussion.	ElectraLink	Complete
005/03	Develop a proposal for a standard approach for calculating stolen units and circulate to the Working Group.	AM	Complete, part of Sub-group meeting.
005/04	Draw up a skeleton matrix for the joint CoP, to be reviewed at the subgroup meeting on the 22 April 2010	SP	Complete
005/05	Document the principles of the CoP as discussed by the Group for discussion at the subgroup meeting	ElectraLink	Complete
005/06	Develop additional drafting for the consultation and pass onto the Working Group for review.	KW	Complete
005/07	Change the Hybrid Incentive Scheme to align it more closely with the reasonable endeavours scheme.	KW	Complete
005/09	Update the consultation in accordance with the Working Groups' instructions and circulate it before the next meeting for review.	ElectraLink	Complete