

Minutes

Meeting Name	DCP 054 Working Group	Meeting Number	027
Meeting Date	11 July 2012	Meeting Time	10:00
Venue	ElectraLink, 2-3 Golden Square, London, W1F 9HR		

Attendee	Company
Angela Mann [AM] (Chair)	E.ON UK
Anne Jackson [AJ]	SSE Energy Supply
Chris Harding [CH]	EDF Energy
Jon Spence [JS]	ELEXON
Richard Vernon [RV]	Npower
Roger Parnell [RP]	EDF Energy
Lynne Fallon [LF]	British Gas
Tony Savka [TS]	Electricity North West
Alexander Burford [AB]	ElectraLink Limited

1. ADMINISTRATION

- 1.1 Apologies were received from Lynne Hargrave (Northern PowerGrid), Jonathan Purdy (UK Power Networks), Glenn Sheern (E.ON UK) and Andrew Wallace (Ofgem).

2. MINUTES MEETING 026

- 2.1 The minutes of the previous meeting were agreed without amendment.

3. OUTSTANDING ACTIONS

- 3.1 The Working Group reviewed the actions from the previous meeting.
- 3.2 A summary of new and outstanding actions is attached as Appendix A.

4. REVIEW OF ELECTRICITY CODE OF PRACTICE

- 5.1 The Working Group noted that the Theft of Electricity Code of Practice (CoP) had been updated following its last meeting.
- 4.1 In relation to disconnection, the Working Group noted that Ofgem have said in the past that Suppliers can disconnect on grounds of safety. The group

noted that unless legal clarity was provide, a Supplier could not disconnect de energise the site on safety grounds.

- 4.2 It was noted that the Supplier is bound by regulations and can instruct their Revenue Protection (RP) Service to only de-energise a site, but cannot perform a permanent disconnection of the service.

- 4.3 The group noted that this is an issue of interpretation and agreed to ask Ofgem to confirm their position on repeated theft of electricity offenders, who stole after the cut out and if the Supplier can disconnect.

Action: ElectraLink

- 4.4 ElectraLink also took an action to check the DCUSA references in relation to Disconnect and de-energisation and update the CoP to ensure consistency between the two documents.

Action: ElectraLink

- 5.2 The group reviewed of the appendices of the CoP, and recommended a number of changes; and these changes are detailed below.

- 4.5 Appendix 2 - Disconnections and noted that it is almost identical to the open letter draft from Ofgem. The group agreed to find a reference to Ofgem letter on disconnections and add to the Appendix. It was noted that the letter was dated October 2010.

Action: ElectraLink

- 4.6 Appendix 3 and 4 data protection - AM took an action to check to see what statutory instrument has replaced by SLC16 and update the document.

Action: AM

- 4.7 RV took an action to review Appendix 6, 7 and 8 and updated them so that it highlighted all reporting requirements between Parties and incorporated what Ofgem expects to be contained within them.

- 4.8 The group asked Ofgem to clarify what information they will require in relation to reports.

Action: AW

- 4.9 A number of appendices were removed as they provided no additional benefit to the CoP. The group noted that references to the removed appendixes need

to be removed from the CoP. ElectraLink took an action to update CoP following Working Group comments and actions and circulate to the group for final sign off with the Consultation document.

Action: ElectraLink

5. REVIEW OF CONSULTATION

- 5.1 The Working Group reviewed the CoP Consultation document drafted by ElectraLink, and agreed that there were no amendments needed to be made.
- 5.2 The group agreed that ElectraLink will issue the consultation to DCUSA Parties, MOCOPA®, Consumer Focus and Ofgem for 1 month.

6. NEXT STEPS

- 5.3 The Working Group agreed to complete its actions by 20 July 2012.
- 5.4 ElectraLink will issue the CoP Consultation to Parties.
- 5.5 The Working Group will then meet on the 04 September to review the consultation responses and progress with the privacy impact assessment.

7. ANY OTHER BUSINESS

- 8.1 There were no other items of business raised at the meeting.

8. DATE OF NEXT MEETING

- 9.1 The group agreed to meet again on 04 September 2012.

APPENDIX A – ACTIONS**OPEN ACTIONS**

No.	Action / Update	On	Due
024/02	Forward a link to Ofgem's recently published information on electricity and gas performance in tackling theft to group members Ongoing	AW	11/07/12
026/01	Ask the DCUSA Panel if it believed that the ESQCRs should be changed to allow a competent person to de-energise on behalf of a distributor, where the customer's installation is unsafe Ongoing	GS	11/07/12
026/03	Draft and circulate an Electricity appliance calculator, to replace the gas calculator in Appendix 10 of the CoP. Ongoing.	AM	11/07/12
026/07	Redraft the BSC modification as per Working Group comments and circulate to the Working Group. Ongoing	JP	11/07/12
027/01	Ask Ofgem to confirm their position on repeated theft of electricity offenders, who stole after the cut out and if the Supplier can disconnect.	ElectraLink	20/07/12
027/02	Check the DCUSA references in relation to disconnection and de-energisation and update the CoP to ensure consistency between the two documents.	ElectraLink	20/07/12
027/03	Find a reference to Ofgem draft letter on disconnections and add to the Appendix.	ElectraLink	20/07/12
027/04	Determine what statutory instrument has replaced by SLC16 and update the document.	AM	20/07/12
027/05	Review Appendixes 6, 7 and 8 and updated them so that it highlighted all reporting requirements between Parties and incorporated what Ofgem expects to be contained within them.	RV	20/07/12
027/06	Clarify what information they will require in relation to reports.	AW	20/07/12

027/07	Update CoP following Working Group comments and actions and circulate to the group for final sign off with the Consultation document.	ElectraLink	20/07/12
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CLOSED ACTIONS – at this meeting

No.	Action / Update	On	Due
026/02	Review Section 7.2 Priorities and Timescales and the reference section, and determine which legislation should be referenced, for example ESQCR Clause 26 and 29. Complete. CH could not find any timescales outlined in the ESQCR.	CH	11/07/12
026/04	Updated the CoP as per the Working Group recommendation and circulate for review. Complete	ElectraLink	11/07/12
026/05	Draft a consultation document for review by the Working Group at its next meeting. Complete	ElectraLink	11/07/12