

Minutes

Meeting Name	DCP 054 Working Group	Meeting Number	028
Meeting Date	11 July 2012	Meeting Time	10:00
Venue	Web - Conference		

Attendee

Glenn Sheern [GS] (Chair)
Angela Mann [AM]
Andrew Wallace [AW]
Chiara Redaelli [CR]
Jonathan Purdy [JP]
Richard Vernon [RV]
Roger Parnell [RP]
Lynne Fallon [LF]
Tony Savka [TS]
Alexander Burford [AB]

Company

E.ON UK
E.ON UK
Ofgem
Ofgem
UK Power Networks
Npower
EDF Energy
British Gas
Electricity North West
ElectraLink Limited

1. ADMINISTRATION

- 1.1 Apologies were received from Lynne Hargrave (Northern PowerGrid), Jon Spence (UK Power Networks) and Anne Jackson (SSE Energy Supply).

2. MINUTES MEETING 028

- 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. RIIO- EDI UPDATE

- 3.3 AW noted that Ofgem will circulate a consultation in September setting out thoughts on how electricity theft should be reformed.
- 3.4 The group noted that the consultation asks high-level questions on both gas and electricity.

5. PRIVACY IMPACT ASSESSMENT (PIA)

- 4.1 The Working Group reviewed the Privacy Impact Assessment (PIA) hand book.
- 4.2 The group noted that it should follow a similar action as under the SPAA Theft of Gas Working Group. The group agreed to pull out all the relevant sections of the CoP that relate to privacy and then conduct an impact assessment on those sections separately. The group will then update the CoP to include the relevant privacy sections as part of a second phase development.
- 4.3 RV took an action to review the CoP and take out the relevant sections that impact privacy and circulate to the group.

Action: RV

- 4.4 The Working Group agreed that once the CoP is updated it will issue the consultation to Parties.

6. DCP 054 CONSULTATION

- 5.1 The Working Group agreed that the consultation should be updated with a note stating that the assessment calculator will be developed by an independent body, as it needs to be as customer specific as possible.
- 5.2 Once the CoP has been updated to remove the privacy impact sections and the assessment calculator the Consultation will be issued to Parties.
- 5.3 The group agreed that ElectraLink will issue the consultation to DCUSA Parties, MOCOPA®, Consumer Focus and Ofgem for a period of 1 month.

7. NEXT STEPS

- 5.4 The Working Group agreed to complete its actions by 01 October 2012, to start a review of the PIA.
- 5.5 ElectraLink will issue the CoP Consultation to Parties.
- 5.6 The Working Group will then meet on the 31 October to review the consultation responses and progress with the privacy impact assessment.

8. ANY OTHER BUSINESS

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

9. DATE OF NEXT MEETING

- 9.1 The group agreed to meet again on 01 October 2012 1pm by web-conference and 31 October 2012 at 10am at ElectraLink.

APPENDIX A – ACTIONS**OPEN ACTIONS**

No.	Action / Update	On	Due
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 the group noted that this action was discussed at the DCUSA Panel. The action is around the Panel sponsoring a note to the HSE or to seek legal advice asking for clarity on whether a Supplier can disconnect on grounds of safety.	GS	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
027/06	Clarify what information Ofgem will require in relation to reports. Ongoing, AW will issue a note to WG following SPAA teleconference.	AW	20/07/12

CLOSED ACTIONS – at this meeting

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 Complete	AW	11/07/12
026/03	Draft and circulate an Electricity appliance calculator, to replace the gas calculator in Appendix 10 of the CoP. Complete. Noted that calculator is interactive and will attempt to incorporate into the CoP. Under SPAA, seeking an independent body to sign off the calculator. Concern that the current calculator is not up to date. So therefore may need to do the same under Electricity.	AM	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. Complete. Concern around current rules. ESQCR, safety issue DNO should undertake activity. Not a question for Ofgem. If there isn't a right to disconnect for a repeat offence,	ElectraLink	20/07/12

	will need to amend the DCUSA to bring in that right. Up to a Party to raise a CP, to change disconnection rights, when there is a safety concern and they are a repeat offender.		
027/02	Check the DCUSA references in relation to disconnection and de-energisation and update the CoP to ensure consistency between the two documents. Complete.	ElectraLink	20/07/12
027/03	Find a reference to Ofgem draft letter on disconnections and add to the Appendix. Complete.	ElectraLink	20/07/12
027/04	Determine what statutory instrument has replaced by SLC16 and update the document. Complete.	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. Complete.	RV	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. Complete.	ElectraLink	20/07/12