

Minutes

Meeting Name	DCP 054 Working Group	Meeting Number	029
Meeting Date	01 October 2012	Meeting Time	1:00pm
Venue	Web - Conference		

Attendee

Glenn Sheern [GS] (Chair)
Angela Mann [AM]
Anne Jackson [AJ]
Andrew Wallace [AW]
Chris Harding [CH]
Richard Vernon [RV]
Lynne Fallon [LF]
Lynne Hargrave [LH]
Tony Savka [TS]
Alexander Burford [AB]

Company

E.ON UK
E.ON UK
SSE Energy Supply
Ofgem
EDF Energy
Npower
British Gas
Northern PowerGrid
Electricity North West
ElectraLink Limited

1. ADMINISTRATION

- 1.1 Apologies were received from Jon Spence (UK Power Networks), Jonathan Purdy (UK Power Networks) and Roger Parnell (EDF Energy).

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

- 4.1 AW noted that Ofgem circulated a consultation in 29th September setting out thoughts on how electricity theft should be reformed.
- 4.2 AW took an action to circulate the Consultation to the Working Group for their comments.

Action: AW

5. THEFT OF ELECTRICITY CODE OF PRACTICE (CoP)

- 5.1 The Working Group reviewed the CoP, in light of comments made by AW. The group updated the CoP following the comments and AB took an action to circulate to updated draft to the Working Group for its consideration.
- 5.2 LF took an action to update the CoP where references are made to the Revenue Protection Service (RPS) to ensure clarity.

Action: LF

- 5.3 GS also took an action to update the CoP to ensure further clarity is added any highlighted reference sections.

Action: GS

- 5.4 The Working Group also agreed to conduct a Privacy Impact Assessment (PIA) on the sections of the CoP, RV highlighted at its next meeting.

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

6. NEXT STEPS

- 6.1 The Working Group agreed to complete its actions by 05 October 2012.
- 6.2 ElectraLink will issue the CoP Consultation to Parties.
- 6.3 The Working Group agreed to meet again on 31 October 2012 to begin its review of the PIA.
- 6.4 The Working Group will then meet on 15 November 2012 to review the consultation responses.

7. ANY OTHER BUSINESS

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

8. DATE OF NEXT MEETING

- 8.1 The group agreed to meet again at 1pm by web- conference on 31 October 2012 and at 10am on 15 November 2012 to review consultation responses.

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. Approved by Panel to seek legal advice, AW to confirm with GS what legal advice should be sought.	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
029/01	Update the CoP where references are made to the Revenue Protection Service (RPS) to ensure clarity.	LF	05/10/12
029/02	Update the CoP to ensure further clarity is added any highlighted reference sections.	GS	05/10/12

CLOSED ACTIONS – at this meeting

No.	Action / Update	On	Due
027/06	Clarify what information Ofgem will require in relation to reports. Complete	AW	20/07/12