

Code Administration Code of Practice (CACoP) Meeting 003

22 May 2018 at 10:30am

ElectraLink's Offices, Northumberland House, London, WC1V 7JZ

Attendee	Company	Code
Alexandra Moore [AM]	ElectraLink	DCUSA
Chris Shanley [CS]	Joint Office	UNC
Chris Wood [CW]	ELEXON	BSC
David Kemp [DK]	Gemserv	SEC
Fraser Mathieson [FM]	ElectraLink	SPAA
Joseph Henry [JH] (Teleconference)	National Grid	CUSC/Grid Code
Rachel Bird [RB]	Gemserv	iGT UNC
Roberta Fernie [RF] (Teleconference, Part Meeting)	Ofgem	N/A
Sasha Townsend [ST]	ELEXON	BSC
Simon Fox-Mella [SFM] (Teleconference)	Gemserv	MRASCo
Secretariat		
Hollie Nicholls [HN] (Chair & Secretariat)	ElectraLink	DCUSA

Apologies	Company	Code
Colin Down	Ofgem	N/A
David Spillett	ENA	D Code
Elizabeth Lawlor	ElectraLink	DCUSA
Naomi Davies	National Grid	CUSC/Grid Code
Penny Garner	Joint Office	UNC
Talia Addy	Gemserv	SEC

1. Administration

- 1.1 The Chair welcomed the members to the meeting.
- 1.2 The Secretariat highlighted that the group should be vigilant in their discussions and be mindful of the Competition Act throughout the meeting.
- 1.3 The group agreed that the minutes from the previous meeting, held on 19 March 2018 were a true reflection of the discussions held. The group discussed the closed meeting session that they held on 19 March 2018 and decided that they were happy for these minutes to be published in open session on the website. A final version of both sets of these minutes can be found as attachment 1. The group also went through the actions log which can be found as attachment 2.

2. 2017 CACoP End of Year Review

- 2.1 CACoP members agreed that the 2017 CACoP Review could not be signed off until they had held a workshop that will look at Principle 12. This will be organised for June 2018.

3. Ofgem's Proposed Innovation Principle

- 3.1 All Code Administrators in attendance at the meeting agreed that their respective Panel's were happy with the proposed innovation principle being included in the CACoP. However, the SEC and CUSC representatives explained that they will be sending further feedback to Ofgem.
- 3.2 The DCode Code Administrator was not in attendance at the meeting and therefore, the Secretariat agreed to contact them for confirmation that they were happy with the proposed principle.

ACTION 03/01: ElectraLink

- 3.3 It was agreed that all changes to the CACoP document should be submitted together and therefore, the Ofgem representative agreed to feed back to Scott Laczay and ensure that CACoP members are aware of the finalised drafting to the new principle. This will then be submitted with the subsequent changes from the 2017 CACoP review.

4. Industry Updates

BSC

- 4.1 The BSC representative informed the group that their Project Terre¹ assessment criteria was now complete. This will be the single largest change to the BSC Code to date. However, there are still five workstreams that need to be considered before being able to deliver the solution. It was also noted that there would be potential data flow changes that ELEXON will be raising with the MRA.

¹ <https://www.elexon.co.uk/mod-proposal/p344/>

- 4.2 It was also highlighted that BSC Change P366², which will be looking at changing supplier charges on hard-to-read meter sites, could potential involve changing some existing data flows or could create new ones and so ELEXON will be in touch with the MRA to discuss this.
- 4.3 The BSC representative noted that they will be conducting some work following on from the SEC Modification SECMP0006³ which looks at specifying the number of digits for device displays. The BSC will be looking at this from a settlement data perspective.
- 4.4 It was suggested that CACoP members should share what has been developed in each Code on the National Grid separation. It was agreed that all Codes would share their notes at the next meeting.

ACTION 03/02: All CACoP members

CUSC/Grid Code

- 4.5 It was noted that there are 20 in-flight modifications going through the CUSC change process currently. Three of these are to facilitate BSC's Project Terre (CMP295, 296 and 297⁴).
- 4.6 There are also modifications looking at the National Grid legal separation, statement of works, ESO Incentive Scheme, TNUoS Tariff setting process and storage.
- 4.7 It was also highlighted that Grid Code Modification GC0102/103⁵, looking at the EU Network Code had now concluded and was accepted.

DCUSA

- 4.8 The DCUSA representative informed the group that the re-designed Charging Methodology models were now completed and signed off by the DCUSA Board. These will be being used to set the tariffs from 01 April 2020.
- 4.9 It was also noted that there were a number of modifications awaiting Authority approval, including the second round of voting for DCP 268 'DUoS charging using HH Settlement Data'⁶.

IGT UNC

- 4.10 The IGT representative noted that the work reviewing data permissions and reviewing third party access to the data within the Code post Project Nexus will be concluding their Working Group in June 2018 with the view that the Modification will go to the June IGT UNC Panel with any subsequent Modification being raised following this.

² <https://www.elexon.co.uk/mod-proposal/p366/>

³ <https://smartenergycodecompany.co.uk/modifications/specifying-the-number-of-digits-for-device-display/>

⁴ <https://www.nationalgrid.com/uk/electricity/codes/connection-and-use-system-code?mods>

⁵ <https://www.nationalgrid.com/uk/electricity/codes/grid-code?mods>

⁶ [DCP 268 'DUoS Charging using HH Settlement data'](#)

- 4.11 It was highlighted that the governance review Working Group⁷ is still ongoing. A paper has been published on the IGT UNC website setting out the agreement of the problem statements. It was noted that there would be a minimum of two more Working Groups before any decisions being submitted to the IGT UNC Panel.

MRA

- 4.12 The MRA representative informed the group that the IREG were looking at plot addresses following on from some changes coming out of the faster switching work. Draft reporting has been agreed and will be sent to Ofgem on a quarterly basis. Three Change Proposals will be submitted to the MDB to improve the processes in this area.
- 4.13 It was also noted that a new Working Group had been formed to look at faster switching and it will require one meeting a week for six weeks.
- 4.14 A cross-code change was highlighted that will have impacts on SPAA. The Modification will be looking at debt assignment. A further impact assessment has been issued for this and it will be being submitted to the MDB shortly.
- 4.15 There is also some work being carried out which will be looking at the data held in ECOES and will include updating the ECOES system.

SEC

- 4.16 It was noted that there are currently 30 Modification within the SEC Change Process.
- 4.17 There have been three Modifications raised following on from the Section D process review work and a consultation should be published imminently.
- 4.18 The SEC representative also reminded the group that the SECMP0046⁸ first Working Group meeting will be held in June 2018.

SPAA

- 4.19 There was a recent Request for Information sent to industry regarding the Priority Services Register for gas. There seems to be a risk that Suppliers will have a vulnerability recorded on their system but due to the process design it will not be accepted between the Shipper and the CDSP. Therefore, the SPAA Expert Group are seeking to understand the impact on SPAA and its Parties.
- 4.20 It was noted that the naming convention work that has been conducted on SMETs meters has resulted in no impacts on SPAA.

⁷ <https://www.igt-unc.co.uk/review-groups/rg004-review-igt-governance-administration-arrangements/>

⁸ <https://smartenergycodecompany.co.uk/modifications/allow-dnos-to-control-electric-vehicle-chargers-connected-to-smart-meter-infrastructure/>

- 4.21 There will be some upcoming cross-code working with the MRA to review escalation provisions and the SPAA representative will be in touch with the MRA to discuss further.

UNC

- 4.22 It was noted that the gas charging regime is still being reviewed by the UNC. As it stands, there are currently ten alternate Change Proposals that have been raised. A consultation has been issued to industry with a response time of five weeks. The UNC representative agreed to share any lessons learnt for handling the number of alternates.
- 4.23 It was also highlighted that there are still ongoing concerns with Unidentified Gas. The UNC are waiting for an Ofgem decision on three urgent proposals that were submitted to them in this area.

5. Horizon Scanning

- 5.1 A re-designed version of the horizon scanning document was presented to the group.
- 5.2 It was agreed that the main purpose for the document was for the use of the CACoP members to be able to recognise any potential cross-code working opportunities, however, there is also a secondary use for the industry to be able to see what is on the Code Administrator's radar.
- 5.3 It was agreed that all Codes will capture anything that is relevant to their Codes and update the new version of the horizon scanning document.

ACTION 03/03: All CACoP Members

6. Central Modifications Register

- 6.1 It was highlighted that some Codes are not providing updates to the Central Modifications Register when the requests are sent out. The MRA representative agreed to speak to the individual Codes to ensure that the correct information is being provided.

ACTION 03/04: MRA

- 6.2 The group agreed that it would be beneficial to use the Central Modification Register in each CACoP meeting and look at any cross-code Modifications and any conflicting meeting dates to ensure that there is a purpose for it being produced.

7. CACoP Communication Plan

- 7.1 At the last CACoP meeting held on 19 March 2018, it was agreed that a joint communication strategy should be established. The DCUSA representative drafted a plan and presented it to the group.
- 7.2 The potential CACoP website was discussed in detail and a number of CACoP members agreed that there needs to be further investigation into how this would work. It was agreed that in the interim all Code Administrators would review their CACoP website pages and ensure that they are up to date. A

link to the DCUSA Website, as the secretariat for this year, should be included on all pages to direct industry to the meeting documentation.

ACTION 03/05: All CACoP Members

- 7.3 It was also agreed that there would need to be a stakeholder mapping exercise completed to ensure that the group are targeted the correct people in the industry. A communication and stakeholder mapping workshop will be held in the afternoon of the next CACoP meeting being held on Monday 23 July 2018.

8. CACoP Work Plan

- 8.1 The group reviewed the draft work plan and agreed that, after some wording updates, it would be accurate. An updated version can be found as attachment 3. It was agreed that the work plan should be included on the agenda at each CACoP meeting to ensure that it is kept up to date.

9. Any Other Business

- 9.1 The SPAA representative voiced that the SPAA EC questioned whether CACoP would be the best place for cross-code working groups to be established. One CACoP member suggested that the group could be used to plan how to approach specific things by using the horizon scanning document, however, upcoming changes would not be able to wait for the next CACoP meeting to decide on the next steps. It was noted that there is already a joint working practice document and it was agreed that the SPAA representative should review and feedback any recommended changes for discussion at the communication strategy workshop.

ACTION 03/06: SPAA

- 9.2 The BSC representative explained that the BSC Panel had asked them to conduct a review of how to better engage with smaller Parties. It was decided that this should be considered as part of the communication strategy workshop.
- 9.3 The IGT representative questioned how other Code Administrators manage escalations. The SPAA representative explained that they are introducing a new Schedule to obligate Parties to include all operational contact details in a portal that is being developed.
- 9.4 The MRA representative questioned whether the group should consider the General Data Protection Regulations that are being introduced on 25 May 2018 when Parties complete the Change Proposal form as contact information is included. All members agreed to look at this and provide feedback.

ACTION 03/07: All CACoP Members