

# DCP 364 Working Group Meeting 03

20 May 2020 at 10am

Skype/ Teleconference

Attendee	Company
<b>Working Group Members</b>	
Paul Abreu [PA]	ENA
Geoff Huckerby [GH]	Power Data Associates
Paul Morris [PM]	UKPN
Simon Wilson [SW]	EDF Energy
Tracy Pack [TP]	OVO (S)
Warren Lacey [WL]	NPG
Donna Townsend [DT]	ESP Electricity Limited
Luke McMurdo [LM]	British Gas
John Heague [JH]	Scottish Power Energy Retail
Ian Greenhalgh [IG]	EON Energy
Richard Brady [RB]	WPD
Megan Coventry [MC]	SSE Energy Supply Ltd
Peter Skirvin [PS]	ENWL
Rachael Williams [RW]	SPEN
<b>Code Administrator</b>	
Richard Colwill [RC] (Chair)	ElectraLink
Elliott Firth [GD] (Technical Secretary)	ElectraLink
Natasha Voysey [NV] (Technical Secretary)	ElectraLink
<b>Apologies</b>	
Andrew Sherry [AS]	NPg

## 1. Administration

---

- 1.1 The Chair welcomed the members to the meeting.
- 1.2 The Working Group reviewed the “Competition Law Guidance”. All Working Group members agreed to be bound by the Competition Law Guidance for the duration of the meeting.
- 1.3 The minutes from the last meeting held on 16<sup>th</sup> April 2020 were reviewed and it was agreed that they were an accurate reflection of the meeting. These can be found in Attachment 1.

## 2. Purpose of the Meeting

---

- 2.1 The Chair set out that the purpose of the meeting was to review the consultation feedback received and provide Working Group comments and determine next steps.

## 3. Review and Respond to Consultation Feedback

---

- 3.1 The Working Group reviewed the consultation feedback and the collated document, along with Working Group feedback can be found in Attachment 2.
- 3.2 Key points from the review are below:
  - All respondents stated that they understood the intent of DCP 364.
  - All respondents stated they believed the requested information was sufficient to understand Suppliers current operating hours for emergency metering service provisions. One Party was concerned about the information being requested in column F regarding MOP onsite meter response. It should be noted that column F is only asking for the time of operation for meter operators and not the names of the contracted MOPs. After reviewing it was agreed to change the name of this column from “On-Site Meter Operator Response” to “On-Site Operational Response”. The Working Group also acknowledged the comment regarding expanding the scope of the register to all metering service provisions but at this stage believe it is appropriate to address the specific issue of visibility of Supplier emergency service provisions. Consideration of a more comprehensive register to include all metering service provisions and merging any existing registers to make locating such data as easy as possible, may be appropriate in the future.
  - All respondents consider that DCP 364 better facilitates the DCUSA General Objectives.
  - None of the respondents were aware of any relevant Code Review or Other Code Changes which may be impacted by the development of this Change Proposal.
  - All respondents were supportive of the proposed implementation date of the next scheduled DCUSA release following approval.
  - The Working Group acknowledged the comment from British Gas regarding understanding the materiality of the issues described in this CP and details of the number of Supplier related jobs attended by UKPN staff will be provided and put into the Change Report.
  - The Working Group reviewed the comment received by NPower regarding whether any clarification is needed to reflect that there may be different arrangements for different customer types ie domestic, small business or I&C. It was agreed that the intention is to capture all

customer types and therefore it will be made clear that if the arrangements are different for certain customer types this should be indicated on a separate line, similar to as would be required if details are different per licence area. We will ensure appropriate guidance is within the proposed spreadsheet.

## Next Steps

### 3.3 **Supplier Emergency Metering Provisions register** – Make the following amendments:

- Add some guidance to the register regarding how to capture all arrangements if different details for domestic, I&C etc.
- Change the title of column F to “On-Site Operational Response” and state in the guidance that this is only requesting time of operation for MOPs and not names of the contracted MOPs.
- Include the MPAN prefix against each Distribution Business Area.
- Add a note to explain the IDNOs are captured within the listed Distribution Business Areas.

### 3.4 **Change Report** – The Secretariat to produce a draft Change Report and circulate to the Working Group for comments.

### 3.5 **Draft Legal Text** – The current draft legal text is as below:

#### **To be added to Section 2a**

It is recognised that in performing its obligations under Clause 30.5 the Distribution Business may leave the customer in a situation where they need to contact their Supplier. In order to facilitate this contact, the User will provide details of their emergency metering provisions and follow up points of contact, as detailed in Schedule 14, to the Secretariat. The User will ensure DCUSA Secretariat is notified of any changes within 10 Working Days and confirm existing details on an annual basis by 30<sup>th</sup> September each calendar year following initial submission. The Secretariat shall publish such contact information on the DCUSA Website in accordance with Schedule 14 and, where changes are notified, update this as soon as reasonably practicable.

#### **To be added to Schedule 14**

Contact information for User emergency metering provisions

Each Supplier shall populate the template Supplier Emergency Metering Provisions register (this is located on the DCUSA website) providing details of their emergency metering service provisions and confirm the continued accuracy of these annually by 30 September each year to ensure that Distribution Businesses have access to up to date contact information and relevant points of contact in Supplier organisations, or their agents, for the communication of information on emergency metering issues. The Secretariat shall publish and maintain a consolidated Supplier Emergency Metering Provisions register, located in the members only section of the DCUSA website.

### 3.6 The Secretariat is to send the draft Legal Text to the DCUSA Legal Advisors for review.

**ACTION 03/01: Secretariat to make the necessary updates to the Supplier Emergency Metering Provisions register and circulate to the Working Group for comments.**

**ACTION 03/02: Secretariat to produce a draft Change Report and circulate to the Working Group for comments.**

**ACTION 03/03: Secretariat to send the draft legal text to the DCUSA Legal Advisors for review.**

#### 4. Work Plan

---

- 4.1 The current Work Plan can be found in Attachment 3.

#### 5. Agenda Items for the Next Meeting

---

- 5.1 The Chair noted that at the next meeting the Working Group would review the Consultation Responses and agree next steps.

#### 6. Any Other Business

---

- 6.1 There were no further items of AOB, and the Chair closed the meeting.

#### 7. Date of Next Meeting

---

- 7.1 The next Working Group meeting has been provisionally scheduled for 3<sup>rd</sup> June from 9am to 10am via Microsoft Teams and will be used to review the draft Change Report if required.

## New and Open Actions

Ref.	Action	Owner	Update
03/01	Secretariat to make the necessary updates to the Supplier Emergency Metering Provisions register and circulate to the Working Group for comments.	ElectraLink	
03/02	Secretariat to produce a draft Change Report and circulate to the Working Group for comments.	ElectraLink	
03/03	Secretariat to send the draft legal text to the DCUSA Legal Advisors for review.	ElectraLink	

## Closed Actions

Ref.	Action	Owner	Update
01/01	Working Group to review the amended table and definitions and provide any comments by Thursday, 9 <sup>th</sup> April.	All	Complete
01/02	Secretariat to update the Change Proposal form and submit to the April DCUSA Panel for approval	ElectraLink	Complete
01/03	Secretariat to produce a draft consultation document and circulate to the Working Group for comments by Thursday, 9 <sup>th</sup> April.	ElectraLink	Complete
02/01	Secretariat to change any references to 'DNO' or 'IDNO' in the Consultation to 'Distribution Business'	ElectraLink	Complete
02/02	Secretariat to speak to their legal advisor to find the best location for the DCP 364 Legal Text to go in the DCUSA document.	ElectraLink	Incorporated into action 03/03