DCP 383 Working Group Meeting 02

19 April 2021 at 10am
Teleconference

Attendee	Company
Working Group Members	
Rebecca Wells [RW]	Ofgem
Colin Gentleman [CG]	SSEN
Warren Lacey [WL]	Northern PowerGrid
Geoff Huckerby [GH]	AMO
Leroy Sterling [LS]	UK Power Networks
George Barnes [GB]	Utilita
Paul Morris [PM]	UK Power Networks
Richard Brady [RB]	Western Power Distribution
Megan Coventry [MC]	SSE
Simon Wilson [SW]	EDF Energy
Paul Abreu [PA]	Energy Networks
Dave Gilkes [DG]	Opus Energy
Code Administrator	
Richard Colwill [RC] (Chair)	ElectraLink
George Dawson [GD] (Technical Secretary)	ElectraLink

1. Administration

1.1 The Chair welcomed the members to the meeting. The Chair presented the previous meeting's minutes and subsequent actions to the Working Group.

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 Working Group approved the minutes of the previous meeting as an accurate record (Attachment 1).

2. Purpose of the Meeting

2.1 The Chair set out that the main purpose of the meeting was to go through the RFI responses and determine the next steps for the CP.

3. Review of RFI Responses

3.1 The Working Group reviewed the RFI responses that had been received and circulated prior to the meeting (Attachment 2). Key considerations from the discussions can be found below:

3.2 **Charges**

- How will vulnerable customers be treated etc.
- If the move is linked to the vulnerability of a customer, what guidance exists?
- Lowering high meters and services, what guidance is available?

3.3 **Domestic and I&C**

- Confirmation that the scope of this CP is for both. The scope will be whole current meters only but there needs to be an explanation that complex metering will not be moved by DNO's who offer this service.

- DNOs will only move services in their own areas and will only move meters associated with the Service move.

3.4 **Time switch or radio tele-switch**

- These should be considered complex metering and identification of this is to be included in the training to ensure that DNOs do not move these meters.

3.5 **Liability**

- What is the mechanism for liability of costs where Supplier assets are damaged?
- Is there a mechanism already in place?

3.6 **Smart Meter Communications**

- Consideration of licence condition SLC 49.4 to maintain working communications between smart meters and Supplier communication systems/ the DCC.
- Electricity Act (Paragraph 1(3) of Schedule 7) makes it the Supplier's responsibility to determine the position of the meter. How should this be addressed?
- What happens if the customer is left off supply or unable to stay on supply in the case of prepayment customers?

3.7 **Training**

- What additional training will be required for DNO staff?
- DNO's currently have training in place for taking meters off the wall and replacing them when meter boards are replaced.
- The above currently happens with smart meters now – what is the training?
- The training is for Jointers and the Surveyors visiting to discuss requirements with the customer.

3.8 **Support Smart Meter Programme**

- The DNO can communicate with the customer that they can contact their Supplier for a smart meter.
- The DNO should consider space when moving a legacy meter to ensure that there is enough room to install a smart meter in the future.
- Should the DNO perform connectivity tests when moving a legacy meter to ensure a smart meter in the future would be feasible?

3.9 **Auditing**

- Do DNO's currently have an auditing facility?
- Should MOCOPA add this to the annual inspection?
- Working Group to consider what would be an appropriate form of auditing for a meter move?

3.10 **Information to Supplier**

- If a Distributor moves a meter during service alteration what information does the Supplier need? (MPAN, new location of the meter, the latest recorded meter reading, has connectivity been maintained etc).
- Which data flow should be used? Is a new one needed or is there an existing one that could be used? (D0215 / D0150 / D0004 have been mentioned).

3.11 **Seals**

- Only standard security seals and crimping tools should be used.

3.12 **DCP019/019A: Moving Meters with Service Alterations**

- A similar CP was raised back in 2008 and the Authority rejected the CP (Authority Decision can be found in Attachment 3). The Working Group should articulate how DCP 383 addresses any concerns raised in the decision letter.
- DCP037: Moving Meters should also be considered and the Authority Decision letter for this can be found in Attachment 4.

ACTION 02/01: Working Group to consider the above topics for further review at the next meeting.

ACTION 02/02: Secretariat to update Attachment 2 and articulate the Working Groups responses to the RFI.

4. Develop Solution

4.1 Due to the time-constraints of the meeting, the Chair decided to schedule another meeting on 28 April 2021 between 10am and 1pm to continue discussing the solution of the Change.

ACTION 02/03: Secretariat to set up a WG 03 meeting for 28 April 2021 between 10am and 1pm.

5. Next Steps

5.1 The Working Group to consider further the topics detailed in Section 3 and determine how any issues will be resolved within the final proposed solution.

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 is scheduled for Wednesday, 28 April between 10am and 1pm.

New and Open Actions

Ref.	Action	Owner	Update
01/03	Secretariat to engage with the MRA regarding their REC merge and how it could impact the proposal for a flow facility to communicate any meter move.	ElectraLink	Ongoing
02/01	Working Group to consider the above topics for further review at the next meeting.	All	
02/02	Secretariat to update Attachment 2 and articulate the Working Groups responses to the RFI.	ElectraLink	
02/03	Secretariat to set up a WG 03 meeting for 28 April 2021 between 10am and 1pm.	ElectraLink	Completed

Closed Actions

Ref.	Action	Owner	Update
01/01	The Working Group to review the draft RFI and provide feedback by Tuesday, 23 March.	All	Completed
01/02	Secretariat to seek more Supplier representation on the Working Group.	ElectraLink	Completed