Meeting Session	DCUSA Panel (Open Session)
Paper Reference	Panel_2021_0421_03_CACoP Headline Report
Action	For Information

Code Administrators Code of Practice (CACoP) Update

This paper provides an update to the DCUSA Panel on the work being undertaken by the CACoP Group.

1. Background

1.1 The CACoP was established following Ofgem's Code Governance Review in 2015, with the aim of ensuring a consistent approach and level of service is delivered by all Code Administrators. The CACoP contains 14 principles to facilitate convergence and transparency in all aspects of Code Administration, particularly focused on ensuring ease of understanding and engagement with the Code change processes. CACoP promotes accessibility, working to improve regulatory engagement with all parties operating in the energy market as well as considering consumers interests.

1.2 This paper is produced by the DCUSA representative on the CACoP Group, to update the DCUSA Panel on meeting discussions and actions arising.

2. Update

2.1 **Ofgem Update:** The Authority makes decisions on code modifications where there is a material impact. The assessment of materiality is conducted against a criteria set out in relevant licence conditions. Ofgem are trialling an alternative approach. Their current KPI for making code modification decisions is to issue 90% of their decisions within 25 working days of receiving the Final Modification Report.

2.2 Ofgem propose to trial a new approach where each modification is assessed and an expected decision date set. The expected decision date will be based on the importance, urgency, and impact of the modification, considering their strategic priorities. Ofgem will publish these dates on their website. If they are missed, they will aim to provide a new date.

2.3 Ofgem plan to do this from April for a six-month trial period.

2.4 **Newsletter:** The latest CACoP newsletter was released in January 2021 and can be viewed by using the link within the CACoP Communication Matrix which can be found in Appendix 1 of this paper. The next newsletter is scheduled for late April 2021.

2.5 **Central CACoP Website:** Development of a CACoP website has now been approved by all codes and updates will be provided on the progress of this development over the coming months.

2.6 CACoP members discussed what the success criteria for the centralised website should look like. Ideas included website analytics such as number of visits and clicks and opportunities for feedback through the website.

2.7 **Annual Ofgem Cross-Code Survey:** Ofgem have decided to commence the 2021 independent code administration performance survey. It is likely to start in May with the cross-code survey and code-level reports published by end of August.

3. Action

3.1 The DCUSA Panel is invited to:

- **NOTE** the content of this paper.

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Code Administrators Code of Practice (CACoP) Communications Matrix

Communications Matrix

Please see below a CACoP Communications Matrix, with useful links to the CACoP products.

Communication/ Product	Purpose	Medium	Frequency
CACoP Meetings/ CACoP Principles	As part of Ofgem's Code Governance Review the Code Administrator Code of Practice was established which aims to provide a consistent approach and level of service across associated code modifications. It contains 14 principles to facilitate convergence and transparency in code Modification processes and to help protect the interests of small market participants and consumers. The CACoP Principles can be found here. Minutes from CACoP meetings can be found here.	Face to face/ Teleconference	Monthly
CACoP Newsletter	The CACoP Newsletter provides an overview on recent CACoP activities.	Online/ Email	Quarterly

	The latest newsletter can be found at the following link. If you would like to sign-up to the newsletter, visit the link above, open the latest newsletter and click on the link within the newsletter.		
CACoP Central Modification Register	The Central Modification Register details the changes across the Codes and their potential impacts on each other. The Central Modification Register can be found here.	Online	Monthly
CACoP Horizon Scan	The Horizon Scan provides the Code Administrators combined view of the key the key legislative and regulatory changes expected to impact the industry. The latest Horizon Scan can be found here.	Online	Monthly