DCP 390 Working Group Meeting 05

07 October 2021 at 10:00 - Web-Conference

Attendee	Company
Working Group Members	
Charlotte Lee [CL]	NAPIT
Finn Davies-Clark [FDC]	SSE Business Energy
Frank Bertie [FB]	NAPIT
Geoff Huckerby [GH]	Power Data Associates
Ian Crawley [IC]	SSEN
Jonathan Elliot [JE]	Certsure
Kevin Liddle [KL] (part-meeting)	NPg
Paul Abreu [PA]	Energy Networks Association (ENA)
Paul Morris [PM]	UKPN
Peter Skirvin [PS]	ENWL
Richard Brady [RB]	Western Power
Richard Hill [RH]	British Gas
Simon Wilson [SW]	EDF
Steve Halsey [SH]	UKPN
Code Administrator	
Richard Colwill [RC] (Chair)	ElectraLink
Mel Kendal [MK] (Technical Secretariat)	ElectraLink
Apologies	
Martyn Allen [MA]	Electrical Safety First

1. Administration

1.1 The Chair welcomed attendees to the DCP 390 Working Group meeting.

1.2 The Chair reminded members to act in accordance with the terms set out in the DCUSA "Competition Law Guidance" for the duration of the meeting.

1.3 The Working Group reviewed the minutes from the last meeting and additional feedback was provided. The group agreed it was important to reiterate that the aim of this current CP is to clarify who the notable responsible party is for providing safe isolations and the proper believes this is an important first step to achieving improvements within the process. This feedback has now been incorporated into the previous meeting minutes as v2.0.

1.4 The Working Group noted the items on the actions list from the last meeting. Updates on all actions are provided in Appendix A.

2. Purpose of the Meeting

2.1 The Chair set out that the purpose of the meeting was to agree an implementation date/plan and to review and update the current legal text prior to drafting the Change Report.

3. Agree Implementation Date/Plan and Update Legal Text

3.1 PA explained to the group that there were concerns raised around resourcing for Supplier Parties, and therefore amended the legal text to allow Suppliers not to have an active SLA until January 2023. This will allow Suppliers to adapt to the implementation regarding having the correct processes in place and this would be on a best endeavours basis.

3.2 PA suggested that January 2023 would be a reasonable timescale to implement Supplier SLAs and allow for these processes to be put in place. This would also allow for wider related Change Proposals (e.g., DCP 394) to develop/progress.

3.3 Additional wording stating that DNOs should allow a 4-hour period between de-energisation and energisation (unless otherwise agreed with the Customer) was also added to the draft legal text.

3.4 After discussion, it was agreed to remove the four-hour window but to include under Clause 25.34 (c) a Clause to state where required by a Customer, de-energisation and energisation should take place on the same day (unless otherwise agreed with the Customer).

3.5 One member noted that there have been a number of changes to the legal text since it was last circulated for Consultation and queried whether this would need to be re-circulated to industry for any additional feedback prior to being finalised.

3.6 To ensure industry are aware of the changes to the legal text, the Working Group agreed for the Secretariat to circulate the updated legal text to industry via email to allow for further feedback prior to being finalised (as opposed to a full Consultation).

ACTION 05/01: Secretariat to circulate the updated legal text to Distributors and Suppliers via RFI for further feedback prior to being finalised.

3.7 One member of the group suggested creating a reporting table that will show what the reportable items are in regard to carrying out the service and meeting the SLAs – the Secretariat agreed to create this reporting table.

ACTION 05/02: Secretariat to create and circulate a reporting table in regard to carrying out the service and meeting the SLAs to the Working Group for review.

3.8 After discussion, it was agreed that a Clause should be added to state that the SLAs should be met 90% of the time. This is in line with other SLA requirements within DCUSA.

3.9 The group noted that Clause 25.36 states that there is an obligation for Suppliers to provide a performance report prior to the SLAs being implemented in January 2023 and explained that the SLA penalties will not be triggered until this point in time, but a visual of performance can still be available.

3.10 The Chair confirmed the updated legal text will be reviewed by Gowling to ensure that any changes are in line with the intent of the CP.

4. Review of the Work Plan

4.1 The Chair walked through the current Work Plan with the group.

4.2 The group discussed the key dates for progressing this CP to the DCUSA Panel and agreed to have this CP ready for the November 2021 DCUSA Panel. The Working Group agreed to minimise the voting window post-DCUSA Panel to 2- weeks as this will allow the Change Declaration to be sent to the Authority (Ofgem) for decision in December 2021 (with the hopes that it will be implemented in time for the DCUSA February Release).

5. Next Steps

5.1 The Working Group discussed the next steps, and the following items were captured:

1. The Working Group to review the RFI responses to the updated legal text.
2. The Working Group to review and finalise the legal text.
3. The Secretariat and Working Group to draft the Change Report.

6. Any Other Business

6.1 The Chair asked the Working Group if there was any other business to discuss.

6.2 <u>SSEN Electrician Scheme</u>

6.3 One member informed the group of the SEEN Scheme for electricians to take a direct route to remove the DNO fuse and thought it may be beneficial to the Working Group for IC to provide a brief overview of the policy.

6.4 IC explained that this policy, under certain circumstances allows for electricians to pull the fuse by effectively extending their own workforce (temporarily) to accommodate the work that is being undertaken.

6.5 It was noted that there are a number of caveats within this policy that restricts what electricians can do (i.e., will not work for multioccupancy sites), however it has proven to be beneficial.

6.6 With the significant increase of requests currently coming through, it is not believed that this scheme will be sustainable, however SSEN are carrying out this process for the time being.

6.7 There were no other items of business raised.

7. Date of Next Meeting

7.1 The date of the next meeting has been scheduled for 27 October 2021 at 10am.

8. Attachments

- Attachment 1_Updated Legal Text
- Attachment 2_Example Performance Reporting Table
- Attachment 3_Updated Workplan

APPENDIX A

New and Open Actions

Action Ref.	Action	Owner	Update
05/01	Secretariat to circulate the updated legal text to Distributors and Suppliers via RFI for further feedback prior to being finalised.	ElectraLink	Completed.
05/02	Secretariat to create and circulate a reporting table in regard to carrying out the service and meeting the SLAs to the Working Group for review.	ElectraLink	Completed.

Closed Actions

Action Ref.	Action	Owner	Update
03/01	Working Group to issue DCP 390 Consultation.	ElectraLink	**Completed.**
04/01	Secretariat and Working Group to discuss and decide when the implementation of the SLAs will come in.	All	**Completed.**
04/02	Secretariat to circulate the NAPIT Survey Presentation to the Working Group within the post-meeting pack.	ElectraLink	**Completed.**
04/03	Secretariat to circulate an updated Workplan with key dates to the Working Group within the post-meeting pack.	ElectraLink	**Completed.**