

# Rationalisation & Simplification of DCUSA – Workshop 01

05 October 2021 at 13:30 - Web-Conference

Attendee	Company
<b>Working Group Members</b>	
Ben Ferris [BF]	Octopus
Donna Townsend [DT]	Energy Assets
Geoff Huckerby [GH]	Power Data Associates
George Barnes [GB]	Utilita
Grace March [GM]	Sembcorp
Gus Wood [GW]	Gowling
Joseph Kavanagh [JK]	BU-UK
Kevin Woollard [KW]	Centrica
Lee Stone [LS]	EON
Mark Jones [MJ]	SSE
Peter Waymont [PW]	UKPN
Simon Wilson [SW]	EDF
<b>Code Administrator</b>	
Angelo Fitzhenry [AF] (Chair)	ElectraLink
Dylan Townsend [DT]	ElectraLink
Mel Kendal [MK] (Technical Secretariat)	ElectraLink
<b>Apologies</b>	
Ann Burston [AB]	NPg
Lorna Mallon [LM]	Scottish Power

## 1. Scope of the Working Group

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- 1.1 The Chair set out that the purpose and scope of the meeting is to seek opportunities to both rationalise and simplify the DCUSA document. The aim of this Working Group is to see what potential there may be to do this to ensure smoother interpretation, understanding and navigation of the DCUSA document for readers.
- 1.2 The expected outcomes from these series of Workshops are to provide recommendations to the DCUSA Panel regarding opportunities to rationalise and simplify the DCUSA document.

## 2. Summary Feedback from Questionnaire

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- 2.1 The Chair informed the group that there were two responses of feedback received to the questionnaire that was circulated prior to the meeting.
- 2.2 It was noted that due to a low number of responses, this may not be the best representation of the group.

## 3. Discussion on Questionnaire

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- 3.1 Members discussed the DCUSA Schedules within the questionnaire to help identify any opportunities for improvement, removal and/or simplification.
- 3.2 One member suggested that DCUSA Schedules 2c to 2f could be consolidated to help minimise the duplication of information.
- 3.3 GW suggested that a way to improve the DCUSA document could be to move information around if they are better suited to a different section/Schedule for ease of viewing. It was also suggested that duplication of information (i.e., 2a and 2b) could either be consolidated or moved into more relevant sections.
- 3.4 The group discussed that it is useful to discuss how people use the DCUSA document in order to understand how to improve it – after further discussion around this, the majority for the group agreed that readers will choose to read the Schedules that are relevant to their current questions as and when needed (as opposed to reading the document from start to finish).
- 3.5 One member raised a concern around wider industry codes referencing certain Schedules/Clauses within the DCUSA document which will have to be kept in mind if amendments are made to the current document (as all previous references will need to be updated with the new locations of specific information).
- 3.6 The Chair confirmed that if amendments to other codes references to the DCUSA Schedules, then this would be co-ordinated via the Cross Code Steering Group (CCSG).
- 3.7 Another member noted that those who may be newer to the industry and/or DCUSA specifically may need to be considered when amending locations of information within the DCUSA document as they may find it difficult to find the key information that they need if this is moved.

- 3.8 Having a list of all defined terms within the DCUSA document was suggested to all be provided in one section of the document (i.e., within a glossary). GW stated that the defined terms were useful to have throughout the document when it was a printed version, however in what is now a digitised version of the document, it may be useful to have all of the defined terms in one section with links to references within the DCUSA document if needed.
- 3.9 Alternatively, the group agreed that defined terms may not be the right place to start with simplifying the document as language may be simplified during this process, thus potentially eliminating the need for a number of definitions.
- 3.10 One member suggested going through the Distribution Licence to see what it states as 'having' to be in the DCUSA document and work on simplifying it from there. DT agreed to take an action to circulate the Distribution Licence to the Working Group post-meeting.

**ACTION 01/01: Secretariat to circulate the full Distribution Licence obligations to the Working Group post-meeting.**

- 3.11 It was also suggested the Charging-related sections could be grouped together as this would improve user accessibility. This could be done for multiple sections.

## 4. Initial Views on Prioritisation

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- 4.1 The group briefly reviewed the Rationalisation & Simplification of DCUSA Matrix (circulated to the group prior to the meeting) to discuss and provide initial views on the prioritisation of each Schedule.
- 4.2 The group agreed to use ratings of 'Low/Medium/High' to determine the opportunity and prioritisation of potential areas of improvement.

### Section 1A – Preliminary

- The group agreed that this section can be merged/consolidated but is not a high priority.

### Section 1B – Governance

- The group agreed that there is a medium opportunity to either reduce or consolidate this section, with a low effort to do so.
  - It was also mentioned that potential changes to the licence may need to be discussed further to see if these changes are within scope of this Working Group.
- 4.3 After discussing the initial sections of the DCUSA document, the group decided to agree on a different approach and complete this offline (including key information members would like to flag).

## 5. A Legal Perspective on what is Possible

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- 5.1 The Chair suggested to the group that both GW and DT take an action to discuss what is possible to be merged/simplified/removed within the DCUSA document and bring this to the next Workshop (Workshop 02) for further discussion with the group.

**ACTION 01/02: GW and DT to discuss what is possible to be merged/simplified/removed within the DCUSA document for further discussion at the next Workshop (Workshop 02).**

- 5.2 It was also agreed for the Secretariat to create a simplified version of the Matrix to circulate to the Working Group to complete ready for discussion at the next Workshop (Workshop 02).

**ACTION 01/03: Secretariat to circulate a simplified Matrix to circulate to the Working Group to complete.**

**ACTION 01/04: The Working Group to complete a simplified version of the original Matrix ready for discussion at the next Workshop (Workshop 02).**

## 6. Any Other Business

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- 6.1 The Chair asked the Working Group if there was any other business to discuss.
- 6.2 There were no other items of business raised.

## 7. Date of Next Meeting

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- 7.1 The date of the next Workshop (02) has been scheduled for 19 October 2021 at 10:30am.

## APPENDIX A

### New and Open Actions

Action Ref.	Action	Owner	Update
<b>01/01</b>	Secretariat to circulate the full Distribution Licence obligations to the Working Group post-meeting.	ElectraLink	Ongoing.
<b>01/02</b>	GW and DT to discuss what is possible to be merged/simplified/removed within the DCUSA document for further discussion at the next Workshop (Workshop 02).	Gowling / ElectraLink	Ongoing.
<b>01/03</b>	Secretariat to circulate a simplified Matrix to circulate to the Working Group to complete.	ElectraLink	Ongoing.
<b>01/04</b>	The Working Group to complete a simplified version of the original Matrix ready for discussion at the next Workshop (Workshop 02).	Working Group	Ongoing.

### Closed Actions

Action Ref.	Action	Owner	Update