

# DCUSA Panel Meeting 217 (Open Session)

17 July 2024 at 10:30am

3rd Floor, Northumberland House, 303 306 High Holborn, London,  
WC1V 7JZ / MS Teams

Attendee	Role	Company
<b>Panel Members</b>		
Victoria Burkett [VB]	Alternate Panel Member	DCUSA Ltd
Tim Ellingham [TE]	Panel Member	DCUSA Ltd
Donna Jamieson [DJ]	Panel Member (Chair)	DCUSA Ltd
Karl Maryon [KM]	Alternate Panel Member	DCUSA Ltd
Donald Preston [DP]	Alternate Panel Member	DCUSA Ltd
Simon Vicary [SV]	Panel Member	DCUSA Ltd
Peter Waymont [PW]	Panel Member	DCUSA Ltd
Lee Wells [LW]	Alternate Panel Member	DCUSA Ltd
Kevin Woollard [KW]	Panel Member	DCUSA Ltd
Simon Yeo [SY]	Panel Member	DCUSA Ltd
<b>Observers</b>		
John Lucas [JL]	Observer	BSC
Shaun McRaith [SM]	Observer	Ofgem
Monique Pereira [MP]	Observer	Indigo Networks
Glen Sheern [GS]	Observer	REC
Clare Wagstaffe [CW]	Observer	SSEN
<b>Code Administrator</b>		
Craig Booth [CB]	Secretariat	ElectraLink Ltd
Richard Colwill [RC]	Secretariat	ElectraLink Ltd
Andy Green [AG]	Secretariat	ElectraLink Ltd
Melissa Kendal [MK]	Secretariat	ElectraLink Ltd
Hannah Proffitt [HP]	Secretariat	ElectraLink Ltd
George Kestner [GK]	Secretariat	ElectraLink Ltd
Alysson Peña [AP]	Secretariat	ElectraLink Ltd
Dylan Townsend [DT]	Secretariat	ElectraLink Ltd
<b>Apologies</b>		
Mark DeSouza Wilson [MDW]	Observer	BSC
Angelo Fitzhenry [AF]	Secretariat	ElectraLink Ltd
Nadir Hafeez [NH]	Observer	Ofgem
Lorna Mallon [LM]	Observer	REC

## 1. Administration

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### Permission to record Meeting

- 1.1 The Panel RESOLVED to record this Meeting.

### Welcomes and Introductions

- 1.2 The Chair welcomed all attendees to the meeting.

### Apologies

- 1.3 It was NOTED that 'Apologies' had been received from: Mark DeSouza Wilson, Angelo Fitzhenry, Nadir Hafeez and Lorna Mallon.

### Non-Confidential Minutes

- 1.4 The minutes of the last meeting were reviewed and the Panel agreed that they were a true and fair representation of the meeting.

### Updated Actions

- 1.5 The Panel reviewed the new and open actions for the previous open session Panel meeting and updates on all actions are set out in Appendix A.

## 2. Updates from the Industry Working Groups/Codes

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### Balancing & Settlement Code (BSC)

- 2.1 JL provided the Panel with a verbal update on BSC related topics. Points raised included:
- P476 'Exemption from MHHS Requirements for SMS Supplier Qualification' allows suppliers to be exempted from requirement to qualify for smart metering. This was currently at the report stage and would shortly be submitted to Ofgem with a recommendation for approval.
- 2.2 The Panel NOTED the BSC update.

### Ofgem

- 2.3 SM provided the Panel with a verbal update on Ofgem related topics. Points raised included:
- Having been unable to publish any decisions during the purdah period, Ofgem was now committed to confirming new Estimated Decision Dates for all Code Modifications.
  - As part of their strategic review, Ofgem would be holding 2x workshops for code panels, on 31 July 2024 and 6 August 2024. Anybody wishing to participate was encouraged so RSVP.

### Smart Energy Code (SEC)

- 2.4 The Panel NOTED that no SEC representative was in attendance for this meeting and that no update was provided during this meeting.

## Retail Energy Code (REC)

2.5 GS presented the REC change update paper to the Panel, which had been circulated prior to the meeting. See paper (Panel\_2024\_0717\_01). The paper was taken as read. Key points included:

- Updates were provided on all CCSG and REC changes with confirmed or potential DCUSA impact.
- REC had received the paperwork for DCP 419 and this was under review.
- It was noted that there were a number of REC Change Proposals and/or issues relating to the theft which were highlighted due to the fact that the DCUSA used to contain theft related provisions but that none of these would be likely to affect DCUSA but had been included for completeness.

2.6 The Panel NOTED the REC update.

## 3. Change Register

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3.1 RC presented the Change Register updates to the Panel, which had been circulated prior to the meeting. See paper (Panel\_2024\_0717\_02). The paper was taken as read. RC explained which changes had changed status since the last Panel meeting as well as any that had moved into a new status since the paper was published.

3.2 RC presented the 'Timetables' tab and highlighted that the timetables for which were being moved and the reason for their movement.

- DCP 440 'Consuming "de-energised" sites' had changed to Consultation status
- DCP 438 'Rate of Return Change Proposal' and DCP 441 'Proposal to increase the number of allowed Change Report alternative variations from two to three' were out for Voting
- DCP 436 'Date change for the provision of Rota Load Block Alpha Identifiers' had been Implemented. RC Provided summary of latest updates and process
- DCP 434 'Credit Cover RAV in ED-2' had also been Implemented

3.3 RC NOTED that the front-page (CPs Tab) was fast changing, replicated info from the website, and was frequently out of date by the point at which it was actually presented at the meeting. He asked the Panel if other formats of presenting this update might be more useful.

3.4 The Panel SCRUTINISED this suggestion.

- one suggestion was to include a date and time of preparation, with a note and hyperlink to the latest updates on the website;
- one Panel member felt that having a consistently presented snapshot was useful and NOTED that presenting the live website during Panel Meetings would only be useful if it was up to date;

- following on from the above comment, it was noted that some changes which had been out for voting but should have closed, still retained the voting status on the website. DT explained that this was because there was no current status which represents the period between voting closing and the change declaration being issued (normally two working days) and therefore proposed creating a new status 'Voting Closed'. The Panel discussed whether this would be a useful addition.
- VB suggested adding a column for point at which latest change made. DT disagreed that this would be useful as even if the status of the change remains the same month after month, the additional text commentary almost always is updated each month and so there would always be changes.

3.5 RC agreed to consider how this could be presented differently so as to avoid duplication.

3.6 The Board AGREED to add a time and date of preparation to future versions of the Change Register and RESOLVED that the Secretariat should consider various options for different formats and present these at a future Panel Meeting.

**217/01 Change Register:** The Secretariat to consider alternative formats or layouts for presenting the Change Register that would ensure that the Panel were able to review a more up-to-date version in Panel Meetings. Draft alternatives would be presented for review and approval at a future Panel Meeting.

3.7 RC presented the Timetable tab. Key points included:

- DCP 423 'LDNO Discounts for negative scaling': the Change Report was now due next month following the Working Groups review of consultation responses.
- DCP 421 'Update the Tables in schedule 15 of DCUSA': this had now been issued for a second consultation, specifically related to the legal drafting and the next meeting will be held early next month.
- DCP 420 'Include Car Charging Stations In The Definition For Non Final Demand': the timetable had been revised as additional legal advice was being requested.
- DCP 419 'Pre-notification of Planned Supply De-energisations': the Change Report was expected to progress in August as the Working Group had wanted to explore alternative solutions and was compiling evidence to inform this.
- DCP 412 'Discounts from TCR charges for 'peaky' final demand customers': this was now out for consultation and that to get to this point had been consuming a lot of time and resource.
- DCP 325 'Reviewing the requirements of Sections 35A ('Provision of Cost Information'), 35B ('Production of the Annual Review Pack'), Schedule 15 ('Cost Information Table') and Schedule 20 ('Production of the Annual Review Pack')': this was on hold until DCP 421 could be completed.

3.8 The Panel NOTED the Change Register updates.

## 4. Initial Assessments

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- 4.1 DT presented the Initial Assessment Cover Paper to the Panel, which had been circulated prior to the meeting. See paper (Panel\_2024\_0717\_03). The paper was taken as read. It was NOTED that there were two new Change Proposals for Initial Assessment by the Panel this month, as set out below.

### DCP 442 'Aligning enduring flexible connections'

- 4.2 The Panel NOTED that the intent of DCP 442 is to align (and clarify) the two approaches that currently may result in a flexible connection being provided on an enduring basis. A flexible connection on an enduring basis is an arrangement that allows a Customer's import/export of electricity via a connection to be restricted by a DNO/IDNO Party in perpetuity. This CP proposes that such a connection shall be a Flexible Connection rather than a Curtailable Connection.
- 4.3 The Panel SCRUTINISED DCP 442. No comments were raised.
- 4.4 For DCP 442, the Panel:
- ACCEPTED the referral of the CP;
  - AGREED that the CP should be treated as a 'Standard' Change;
  - AGREED that the CP should be treated as a Part 1 Matter;
  - AGREED that the CP should be progressed to the Definition Phase and for a Working Group to be set up in order to further refine the proposed solution; and
  - AGREED the progression of the CP in accordance with the proposed timetable recommended by the Secretariat.

### DCP 443 'Excess Capacity'

- 4.5 The Panel NOTED that the intent of DCP 443 is to drive the correct customer behaviour regarding exceeding capacity.
- 4.6 The Panel SCRUTINISED DCP 443. No comments were raised.
- 4.7 For DCP 443, the Panel:
- ACCEPTED the referral of the CP;
  - AGREED that the CP should be treated as a 'Standard' Change;
  - AGREED that the CP should be treated as a Part 1 Matter;
  - AGREED that the CP should be progressed to the Definition Phase and for a Working Group to be set up in order to further refine the proposed solution; and
  - AGREED the progression of the CP in accordance with the proposed timetable recommended by the Secretariat.

**217/02 Initial Assessments:** The Secretariat to (1) progress DCP 442 'Aligning enduring flexible connections' to the Definition Phase and to set up a Working Group in order to further refine the proposed solution; and (2) progress DCP 443 'Excess capacity' to the Definition Phase and to set up a Working Group in order to further refine the proposed solution.

## 5. Change Reports

- 5.1 DT presented the Change Report Cover Paper to the Panel, which had been circulated prior to the meeting. See paper (Panel\_2024\_0717\_04). It was noted no Change Reports were being tabled for approval this month:
- 5.2 The Panel NOTED the Change Reports Cover Paper.

## 6. Housekeeping Log

- 6.1 DT presented the Housekeeping Log Summary Paper and Housekeeping Log to the Panel, which had been circulated prior to the meeting. See paper (Panel\_2024\_0717\_05). The paper was taken as read.
- 6.2 DT NOTED that the previous Panel Meeting had identified an issue relating to the definition of 'MPAS' within DCUSA, where the term was defined as *"has the meaning given to that term in the Distribution Licence, and which includes the Electricity Retail Data Service under the REC and the Supplier Meter Registration Service under the BSC."* Following a review of the Distribution Licence, the Secretariat had confirmed that the Distribution Licence did not contain a definition of 'MPAS', and therefore the definition within DCUSA needed to be updated.
- 6.3 The Secretariat presented a proposed amendment to the defined term of 'MPAS' for review.
- 6.4 The Panel SCRUTINISED the proposed amendment to the defined term of 'MPAS'. Points raised included the following:
  - The Panel NOTED that the proposed amendment referred to 'services' and not 'service', which is the wrong defined term.
  - Panel NOTED that progressing more changes to MPAS throughout the DCUSA would be a more complicated solution than making this housekeeping changes, and AGREED that making this housekeeping change was the preferred solution.
- 6.5 The Panel RESOLVED to correct the term 'Services' to 'Service', but otherwise to add the proposed change to the defined term of 'MPAS' to the Housekeeping Log.

**217/03 Housekeeping Log:** The Secretariat to (1) correct the amended definition of MPAS from 'Services' to 'Service'; and (2) add the proposed change to the defined term of 'MPAS' to the Housekeeping Log.

## 7. Accession Applications

- 7.1 DT presented the Accession Applications paper to the Panel, which had been circulated prior to the meeting. See paper (Panel\_2024\_0717\_06). The Paper was taken as read.

- 7.2 DT NOTED that one new Accession Application had been received and vetted by the Secretariat from an applicant wishing to accede to DCUSA in the Supplier Party Category. It was noted that the application was from Green Generation Energy Networks Cymru Limited.
- 7.3 The Panel SCRUTINISED the Accession Application for Green Generation Energy Networks Cymru Limited and RESOLVED to APPROVE the Accession Application. The Panel and instructed the Secretariat to prepare the relevant Accession Agreement paperwork for signing and progress the Accession Application following the meeting.

**217/04 Accession Applications:** The Secretariat to progress the Accession Application for Green Generation Energy Networks Cymru Limited, by drafting and sending the applicant an Accession Agreement and advising the DCUSA Board that the Panel have instructed them to countersign these Accession Agreement.

## 8. DCMDG Headline Report

- 8.1 DT presented the DCMDG Headline Report to the Panel, which had been circulated prior to the meeting. See paper (Panel\_2024\_0717\_07). The paper was taken as read.
- 8.2 DT highlighted the main discussion point of the June DCMDG meeting, which was:
- DNO Operational Matters: As part of the MHHS arrangements, Elexon had hosted a session with some DCMDG members related to a new requirement that results in a need to implement a standard set of generic LLF IDs. The DCMDG members involved had come up with a solution and this had been shared as part of this agenda item. It was noted that post the June DCMDG meeting, the Chair had worked with the relevant members to slightly tweak to the proposed approach and the end result had been circulated to all DCMDG members for comment.
- 8.3 The Panel SCRUTINISED the DCMDG Headline Report. One Panel member noted that to ensure accuracy of new terms associated with MHHS, the term 'DUoS ID' should be changed to 'DUoS Tariff ID' if it is used in the.
- 8.4 The Panel NOTED the DCMDG Headline Report.

## 9. IWG Headline Report

- 9.1 RC presented a verbal IWG Headline Report to the Panel. Key points included:
- REC had been invited to participate in a discussion about SIPs, as IWG had wanted to review how the SIP process was working after one year. REC would shortly be issuing a RFI to safe isolation providers to improve their understanding of the current situation and this would be used to inform a new video that would explain the SIP process.
  - The asbestos workstream had recently created a new photographic gallery to explain reporting procedures.
- 9.2 Panel SCRUTINISED the IWG Headline Report. Points raised included:



- One Panel member asked if REC had ever looked into incomplete applications for SIPs to find out why applicants were not completing or progressing their applications. RC said that this was something that REC was aware of and that applicants sometimes started the process out of interest, but had decided not to proceed after discovering how involved the MEM process was. The Panel member then asked if any further information was available into the types of companies that were abandoning the SIP application process to see if any insights could be drawn from this. RC agreed to investigate further.

**217/05 IWG Headline Report:** The Secretariat to approach REC and request information on incomplete or abandoned SIP applications to see whether any insights could be gained about companies that had initiated but not completed the SIP Accession Process.

9.3 The Panel NOTED the IWG Headline Report.

## 10. DCUSA Monthly Horizon Scan

10.1 DT presented the DCUSA Monthly Horizon Scan paper to the Panel, which had been circulated prior to the meeting. See paper (Panel\_2024\_0717\_08). The paper was taken as read.

10.2 DT NOTED that no updates had been made since the last meeting and sought feedback from the Panel as to whether there were any items that should be added, removed or updated.

10.3 One Panel member asked if any additional items should be added as a result of the election and the formation of a new Government. DT PROVIDED ASSURANCES that developments were being monitored and that new items would be added as they arose.

10.4 The Panel NOTED the Horizon Scan.

## 11. Post Panel update and open Q&A session

11.1 RC provided a verbal report of the Post Panel update and open Q&A session that had been held after the last Open Panel meeting. Key points included:

- This meeting had run through all open CP's and other matters and provided an opportunity for Contract Managers to ask questions or raise any concerns. 8 people had attended.
- Following a discussion about the title and intent changes for DCP 412 and DCP 420, Secretariat had provided assurances that, while the precise wording was decided by the proposer, reasonable endeavours would be employed to seek to ensure that proposed titles and intent solutions were fit for purpose in the future before CP's were progressed.

11.2 The Panel NOTED the Post Panel update and open Q&A session report.



## 12. Any Other Business

12.1 Two items of Other Business were raised.

### AoB 1: 'Meeting recordings'

12.2 Following some recent disputes about the wording of minutes raised by working groups, the Panel RESOLVED that in the future audio recordings of meetings should be retained until after the minutes had been formally approved, which would typically be at the subsequent meeting. The Secretariat AGREED to update all procedures, to communicate this change to all affected working groups and to update the explanatory footnote on all future agendas.

**217/06** AoB 1: 'Meeting recordings': The Secretariat to update procedures for recording meetings for minute-taking purposes such that all recordings would be retained until after these minutes had been approved. This would include informing all meeting participants of the revised procedures and updating the explanatory footnote wording on all future agendas.

### AoB 2: 'Pre-discussion of Change Proposal in standing groups ahead of submission'

12.3 One Panel member referenced email correspondence that had been circulated around the Panel members in respect of recently tabled DCPs, which had not been presented or discussed at DCMDG or SIG ahead of submission. LW, as the proposer of DCP 442 explained that he had not felt it necessary to delay their progress by holding additional discussions outside of the formal Change Process.

12.4 The Panel discussed this and made the following observations:

- The Panel NOTED that there was no obligation to discuss changes at industry groups, however, additional scrutiny might reduce the need for subsequent amendments or allow for improvements to drafting.
- The Panel NOTED the risk that mandating additional meetings might add unnecessary additional delays to the progression of CPs.
- The Secretariat confirmed that the current CP form included an option to note if a proposed CP had previously been discussed in other industry forums.

12.5 The Panel NOTED that the DCUSA website information about CPs needed to be updated to list the latest standing groups and RESOLVED to add some additional text to the website to provide additional guidance around the option for CPs to be pre-discussed with different groups.

**217/07** AoB 2: 'Pre-discussion of Change Proposal in standing groups ahead of submission': The Secretariat to prepare updated guidance on how Change Proposals could be pre-discussed with different standing groups ahead of submission and table proposed wording and updated website text for review and approval at a future Panel Meeting.

## 13. Date of next meeting: 21 August 2024 at 10.00am

13.1 The next meeting will be held in person at ElectraLink's offices, 3rd Floor, Northumberland House, 303-306 High Holborn, London, WC1V 7JZ and via Microsoft Teams.

## Appendix A: Summary of Actions

### New and Open Actions – Open Session

Ref No.	Action	Owner	Update
217/01	<b><u>Change Register:</u></b> The Secretariat to consider alternative formats or layouts for presenting the Change Register that would ensure that the Panel were able to review a more up-to-date version in Panel Meetings. Draft alternatives would be presented for review and approval at a future Panel Meeting.	ElectraLink	
217/02	<b><u>Initial Assessments:</u></b> The Secretariat to (1) progress DCP 442 'Aligning enduring flexible connections' to the Definition Phase and to set up a Working Group in order to further refine the proposed solution; and (2) progress DCP 443 'Excess capacity' to the Definition Phase and to set up a Working Group in order to further refine the proposed solution.	ElectraLink	
217/03	<b><u>Housekeeping Log:</u></b> The Secretariat to (1) correct the amended definition of MPAS from 'Services' to 'Service' within the Housekeeping Log.	ElectraLink	
217/04	<b><u>Accession Applications:</u></b> The Secretariat to progress the Accession Application for Green Generation Energy Networks Cymru Limited, by drafting and sending the applicant an Accession Agreement and advising the DCUSA Board that the Panel have instructed them to countersign these Accession Agreement.	ElectraLink	
217/05	<b><u>IWG Headline Report:</u></b> The Secretariat to approach REC and request information on incomplete or abandoned SIP applications to see whether any insights could be gained about companies that had initiated but not completed the SIP Accession Process.	ElectraLink	
217/06	<b><u>AoB 1: 'Meeting recordings':</u></b> The Secretariat to update procedures for recording meetings for minute-taking purposes such that all recordings would be retained until after these minutes had been approved. This would include informing all meeting participants of the revised procedures and updating the explanatory footnote wording on all future agendas.	ElectraLink	
217/07	<b><u>AoB 2: 'Pre-discussion of Change Proposal in standing groups ahead of submission':</u></b> The Secretariat to prepare updated guidance on how Change Proposals could be pre-discussed with different standing groups ahead of submission and table proposed wording and updated website text for review and approval at a future Panel Meeting.	ElectraLink	

## Closed Actions – Open Session

Ref No.	Action	Owner	Update
213/04	<b><u>Initial Assessments:</u></b> The Secretariat to add placeholder to the Housekeeping Log to review and revisit references in the DCUSA related to distributors price controls.	ElectraLink	Update 17 April 2024: This would be completed after the meeting. KEEP OPEN Update 17 July 2024: Completed CLOSED
216/01	<b><u>Change Reports:</u></b> The Secretariat to update the DCP 441 Change Report and voting form to state that all Parties are Impacted Parties' and then progress DCP 441 to the Voting phase on 20 June 2024 for a period of 15 Working Days.	ElectraLink	Update 17 July 2024: Completed CLOSED
216/02	<b><u>Change Reports:</u></b> The Secretariat to update the DCP 438 Change Report and voting form to state that, in addition to DNOs, IDNOs and Suppliers that were identified as 'Impacted Parties' in the Change Report, CVA Registrants would also be 'Impacted Parties' and then progress DCP 438 to the Voting phase on 20 June 2024 for a period of 15 Working Days.	ElectraLink	Update 17 July 2024: Completed CLOSED
216/03	<b><u>Housekeeping Log:</u></b> The Secretariat to include the relevant information about the term MPAS as defined in the DCUSA and how this is referenced in the Distribution Licence in the Housekeeping Log paper for consideration by the Panel at their next meeting.	ElectraLink	Update 17 July 2024: Tabled during the July meeting. Completed CLOSED
216/04	<b><u>Accession Applications:</u></b> The Secretariat to progress the Accession Application for UC Energy Ltd, by drafting and sending the applicant an Accession Agreement and advising the DCUSA Board that the Panel have instructed them to countersign these Accession Agreement.	ElectraLink	Update 17 July 2024: Completed CLOSED