

DCP 439 Working Group Meeting 10

20 June 2025 at 13:00 - Web-Conference

| Attendee | Company |
|------------------------------|-------------------|
| Working Group Members | |
| Chris Ong [CO] | UKPN |
| David Fewings [DF] | Inenco |
| Donna Jamieson [DJ] | IDCSL |
| Edda Dirks [ED] | SSE |
| Emma Clark [EC] | SSE |
| Georgia Preece [GP] | NPg |
| James Harvey [JH] | Ofgem |
| Jo Brown [JB] | NGED |
| Joe Boyle [JB] | SPEN |
| Karl Maryon [KM] | Drax |
| Michael Hewitson [MH] | Trident Utilities |
| Monique Pereira [MP] | Indigo Networks |
| Peter Waymont [PW] | UKPN |
| Ryan Farrell [RF] | NPg |
| Simon Vicary [SV] | EDF |
| Victoria Burkett [VB] | SSE |
| Code Administrator | |
| Andy Green [AG] | Chair |
| Mel Kendal [MK] | Secretariat |

1. Administration

Recording

- 1.1 The Chair asked members if they were comfortable for this Working Group to be recorded. No members objected to this request. The purpose of this recording is purely to aid the Technical Secretariat in producing an accurate report of the meeting.

Apologies

- 1.2 No apologies were received.

Competition Law Guidance and Terms of Reference

- 1.3 The Working Group reviewed the “Competition Law Guidance” and “Terms of Reference”. All Working Group members agreed to be bound by the Competition Law Guidance for the duration of the meeting and agreed to the Terms of Reference.
- 1.4 Regarding the Terms of Reference, the Chair reminded members that they are acting independently from their organisations.

Minutes of the Previous Meeting & Actions

- 1.5 No comments were raised.

2. Purpose of the Meeting

- 2.1 The Chair advised that the purpose of the meeting was to review the Change Report and determine the next steps.
- 2.2 The Chair informed the Working Group that an additional RFI response has been received and suggested that members review this response first. The Chair also agreed to take an action to make the necessary updates to the collated RFI responses and Change Report to reflect the additional response.

Action 10/01 – The Chair to make the necessary updates to the collated RFI responses and Change Report to reflect the additional response.

3. Review Additional RFI Response

- 3.1 The Chair presented the additional RFI response to the Working Group for further review.
- 3.2 The key updates can be found below:
- 3.3 One member stated they were surprised at the increase charges at the request of the Customer - another member also noticed this and queried whether they have checked their data and identified errors themselves. EC agreed to take an action to look into this internally and provide further feedback to the group.

Action 10/02 – EC to speak internally around the query of increased charges at the request of the Customer (within the RFI response) to ensure the data is correct.

- 3.4 PW queried whether taking the above action affects the outcome of the Change Report – if not, then it may not be worth delaying the Change Report in order to complete the action regarding checks of the data submitted within the additional RFI response.
- 3.5 The Working Group discussed this and agreed that it may still be of benefit for the responder to check their data, but this will not delay finalising the Change Report.
- 3.6 The Working Group reviewed the remainder of the RFI responses and agreed that all of the comments have been covered within the Change Report.

4. Review Change Report

- 4.1 The Chair presented the Change Report to the Working Group for further review.
- 4.2 The key updates can be found below:
- 4.3 The Chair updated a number of typos within the Change Report.
- 4.4 PW queried why archived data would be needed for tenancy disputes (under section 7) – following this, the group agreed that this is not necessary and the reference to tenancy disputes was removed from paragraph 7.44.
- 4.5 ED queried whether points raised in relation to the RFI would sit under section 7 – the Chair stated that yes, this is correct.
- 4.6 The Working Group reviewed the additional paragraphs in relation to the send-back letter and had no further comments.
- 4.7 Members also stated they were comfortable with the new implementation date proposed due to the delay of the change.
- 4.8 The Chair noted that the attachments will be updated with the updated collated RFI document and Change Report with the amendments made.

5. Determine Next Steps

- 5.1 The Chair highlighted the following next steps.
 - The Chair will make the necessary updates to the collated RFI response document and Change Report and circulate to the Working Group for final review.

Action 10/03 – The Chair to circulate the updated collated RFI response document and Change Report to the Working Group for final review.

- The Chair also noted the table in 7.13 within the Change Report will also be updated.
- The Working Group were informed that the aim is to present the Change Report at the July DCUSA Panel.

6. Any Other Business

6.1 No other business was raised.

APPENDIX A

New and Open Actions

| Action Ref. | Action | Owner | Update |
|-------------|--|-----------|-------------|
| 10/01 | The Chair to make the necessary updates to the collated RFI responses and Change Report to reflect the additional response. | The Chair | New Action. |
| 10/02 | EC to speak internally around the query of increased charges at the request of the Customer (within the RFI response) to ensure the data is correct. | EC | New Action. |
| 10/03 | The Chair to circulate the updated collated RFI response document and Change Report to the Working Group for final review. | The Chair | New Action. |

Closed Actions

| Action Ref. | Action | Owner | Update |
|-------------|--|-----------|---------|
| 09/01 | Once all data for Question 1 has been received, the Chair to aggregate the responses and include in the Change Report along with information regarding regional differences. | The Chair | Closed. |
| 09/02 | The Chair to add qualitative summaries of the RFI responses and Working Group conclusions to the Change Report. | The Chair | Closed. |

DCUSA