




DCUSA Change Report		At what stage is this document in the process?
<h1>DCP 457:</h1> <h2>Housekeeping Items</h2> <p>Date Raised: 09/07/2025</p> <p>Proposer Name: Peter Waymont</p> <p>Company Name: Eastern Power Networks</p> <p>Party Category: DNO</p>		01 – Change Proposal
		02 – Consultation
		03 – Change Report
		04 – Change Declaration
<p>Purpose of Change Proposal: To fix housekeeping items 124, 125, 126, 128, 129, 130, 131</p>		
	<p>Governance:</p> <p>This document is issued in accordance with Clause 11.20 of the DCUSA, and details DCP 457 'Housekeeping Items'. Parties are invited to consider the proposed amendment (Attachment 1) and submit their votes by 12 September 2025 using either:</p> <ul style="list-style-type: none"> the manual voting form (Attachment 2) and sending to dcusa@electralink.co.uk; or via the online voting form which will be available on the following page of the DCUSA website: DCP 457 'Housekeeping Items' <p>The voting process for the proposed variation and the timetable of the progression of the Change Proposal (CP) through the DCUSA Change Control Process is set out in this document.</p> <p>If you have any questions about this paper or the DCUSA Change Process, please contact us by email: dcusa@electralink.co.uk or telephone: 02074323011.</p>	
	 <p>Impacted Parties:</p> <p>Suppliers/DNOs/IDNOs/CVA Registrants/Gas Suppliers/OTSO Party</p>	
	<p>Impacted Clauses: Various</p>	

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Indicative Timeline		Contact: Code Administrator  DCUSA@electralink.co.uk  020 7432 3011 Proposer: Peter Waymont 
The Secretariat recommends the following timetable:		
Initial Assessment Report	16 July 2025	
Consultation Issued to Industry Participants	N/A	
Change Report Approved by Panel	20 August 2025	
Change Report issued for Voting	21 August 2025	
Party Voting Closes	12 September 2025	
Change Declaration Issued to Parties	15 September 2025	

1 Summary

What?

- 1.1 Several housekeeping items have been added to the housekeeping register over time that are of a simple textual tidy up nature. This change seeks to amend the DCUSA regarding those.
- 1.2 The items in the housekeeping log have been reviewed, and those that this change seeks to address are captured below (where the acronym HK stands for housekeeping):
 - HK124: 'Correction of typographical error in Clause 21.2B'
 - HK125 'Remove references to 'fax', 'facsimile' and 'telex' to coincide with the switch-off of the Public Switched Telephone Network (PSTN) in 2025'
 - HK126: 'Correction of typographical error in Section 1C paragraph 10.26.3'
 - HK128: 'Definition of MPAS'
 - HK129: 'Duplicate text in Paragraphs 104 and 105 in Schedule 16.'
 - HK130: 'Correct Party/person referencing in Schedule 31 'Embedded Capacity Register'
 - HK131 'Correction of description of the Parties to the DCUSA within the Introduction section of the DCUSA'

Why?

- 1.3 This CP has been raised to resolve the issues that are periodically identified within the DCUSA which are recorded in the housekeeping log maintained by the DCUSA Panel. The implementation of this CP will ensure that the legal text throughout the DCUSA document is correct.

How?

- 1.4 By completing a review of the items recorded in the housekeeping log and subsequently revising the DCUSA document to incorporate the required amendments.

2 Governance

Justification for Part 2 Matter

- 2.1 As the amendments detailed in this Change Proposal are for housekeeping purposes, there is no material impact on Parties and thus, does not meet the criteria for it to be considered a Part 1 Matter.

Requested Next Steps

- 2.2 The Panel considered that the Proposer has carried out the level of analysis required to enable Parties to understand the impact of the proposed amendment and to vote on DCP 456.
- 2.3 The DCUSA Panel recommends that this CP:
 - be issued to Parties for voting.

3 Why Change?

- 3.1 A number of housekeeping items have been added to the housekeeping register over time that are of a simple textual tidy up nature. The housekeeping items covered by this change include the following:.

HK124: Correction of typographical error in Clause 21.2B

- 3.2 In Clause 21.2B, the following correction should be made (noting that this Clause was updated as a result of DCP 142 'Using D2021 for all invoices/credit notes if it is used at all').

21.2B Where the Company submits, and the User agrees to receive, accounts by sending an electronic invoice it shall use an electronic invoice for all of that User's accounts (including revised accounts and credit-notes). For the avoidance of doubt, where this Clause 21.2B applies, Clause 59.4 shall apply to the sending of accounts during any period in which the ~~Date~~ Data Transfer Network is unavailable.

HK125: Remove references to 'fax', 'facsimile' and 'telex' to coincide with the switch-off of the Public Switched Telephone Network (PSTN) in 2025

- 3.3 In light of the upcoming switch-off of the Public Switched Telephone Network (PSTN) in 2025, it will be necessary to either remove or replace mentions of references to 'fax', 'facsimile' and 'telex' communications as it will no longer be an available method of communication.

- 3.4 A recent search of the DCUSA has identified the following references to these terms:

- Section 2A - Clause 35: 1 result found
- Section 2B – Clause 51: 1 result found
- Section 2C – Clause 52F: 1 result found
- Section 2D – Clause 52K: 1 result found
- Section 2D – Clause 52L: 1 result found
- Section 2F – Clause 52U: 1 result found
- Section 3 – Clause 59: 4 results found
- Schedule 2B – Clause 23 in Section 3: 3 results found
- Schedule 2B – Clause 24 in Section 4: 3 results found
- Schedule 2C – Paragraph 8: 2 results found
- Schedule 8 – Paragraph 11: 1 result found
- Schedule 10 – Paragraph 25 in Annex 4: 2 results found
- Schedule 10 – Paragraph 26 in Annex 4: 2 results found
- Schedule 11: 1 result found

HK126: Correction of typographical error in Section 1C paragraph 10.26.3

- 3.5 In Section 1C, a missing full stop needs to be added to the end of paragraph 10.26.3. This typographical error was introduced as the result of a CP.

10.26.3 if the variation to the Lead Code is approved, but the Consequential Change is not approved in accordance with this Agreement, then the panel (or other relevant body) under the Lead

Code may refer the decision in respect of the Consequential Change to the Authority (as if Clause 13.17 applied, and as if such body had been designated under Clause 10.2.4); provided that such referral must be made within 30 days after the later of the approval under the Lead Code or the rejection under this Agreement.

HK128: Definition of MPAS

- 3.6 The defined term 'MPAS' within the DCUSA is currently 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."*. However, MPAS is not actually defined within the Distribution Licence and the correct term would be Metering Point Administration Service. It is proposed that the defined term in the DCUSA is updated as follows:

MPAS	<i>has the meaning given to thatthe term "Metering Point Administration Service" in the Distribution Licence, and which includes the Electricity Retail Data Service under the REC and the Supplier Meter Registration Service under the BSC.</i>
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- 3.7 Alternatively, the DCUSA could be amended such that the term MPAS is replaced with Metering Point Administration Service and in turn, where it is used throughout the document, those references are also replaced.

HK129: Duplicate text in Paragraphs 104 and 105 in Schedule 16.

- 3.8 Paragraphs 104 and 105 in Schedule 16 are exactly the same and therefore the suggestion is that one should be removed. The Panel should note that this issue has existed for some time and came about due to the implementation of DCP 332 'Appropriate Treatment and Allocation of Last Resort Supply Payment Claims' and DCP 333 'Appropriate Treatment and Allocation of Eligible Use of System Bad Debt Costs' which introduced the SoLR and Bad Debt adders into Schedule 16. At the time of development of those change proposals, it wasn't known whether one or both would ultimately be approved and implemented and therefore the legal drafting for each tried to account for both scenarios. In doing so, the legal drafting for DCP 332 included Paragraph 104 and the legal drafting for DCP 333 included Paragraph 105 (see screenshots included below). Both Change Proposals were approved and implemented, leading to the duplication seen today.
- 3.9 It should be noted that Paragraph 24.1 in both Schedules 17 and 18 cross reference Paragraphs 100 to 104 in the CDCM (i.e., Schedule 16) and no cross reference to Paragraph 105 in Schedule 16 appears to exist within the DCUSA. Therefore, the Secretariat's view is that Paragraph 105 in Schedule 16 can be safely removed.

HK130: Correct Party/person referencing in Schedule 31 'Embedded Capacity Register'

- 3.10 Paragraph 3.2 of Schedule 31, states that *"Any person (whether or not a Party) may, at any time, apply to the Panel requesting that the Agreed Version is altered...."*, but that Paragraph 3.3.1, which explains what information the Secretariat is to include when inviting representations or objections with respect to the request, states that we are to ensure we set out *"identity of the Party that made the request"*.

- 3.11 Given the text in paragraph 3.2, which states 'Any person', it would make sense for paragraph 3.3.1 to also reference 'person' or even non-capitalised 'party'.
- 3.12 The legal drafting for DCP 350 'CREATION OF EMBEDDED CAPACITY REGISTERS' was checked to confirm whether it contained the word 'Party', and it was confirmed that it did and so is not an error in transposing the text from legal drafting into the document itself. An extract of the text in question is set out below for completeness:

3. AMENDMENTS TO THE EMBEDDED CAPACITY REGISTER

- 3.1 *The Panel shall oversee the process by which the Agreed Version of the Embedded Capacity Register may be altered. Such alteration may include the addition to or removal from the Agreed Version of a specific data item, and/or the alteration of the definition of a data item.*
- 3.2 *Any person (whether or not a Party) may, at any time, apply to the Panel requesting that the Agreed Version is altered by notice in writing to the Panel Secretary.*
- 3.3 *Where the Panel Secretary receives such an application, it shall ensure that the matter is added to the agenda for the next Panel meeting occurring more than 10 Working Days after receipt of such application, and shall give notice to all the Parties at least 10 Working Days before the Panel meeting in question:*
- 3.3.1 *setting out the identity of the Party that made the request*
- 3.3.2 *specifying the date on which the Panel is due to consider the matter; and*
- 3.3.3 *inviting representations or objections with respect to the request before that date.*

HK131: Correction of description of the Parties to the DCUSA within the Introduction section of the DCUSA

- 3.13 Paragraph (A) in the 'Introduction' section of the DCUSA, lists that 'certain electricity generators' are part of the composition of the Parties to the DCUSA. This wording is intended to reflect the Party Category of CVA Registrants which was previously known as the Distributed Generators Party Category.
- 3.14 Given the way paragraph (A) is worded for other types of Parties it might be reasonable to keep the reference to 'certain electricity generators' however, there may also be a way of improving the words to better reflect what function/role the CVA Registrants play (e.g., it could say something like "the registrants of certain electricity generators" or could just state "the CVA Registrant Parties")
- 3.15 An extract of the text in questions is set out below for completeness:

INTRODUCTION

- A *The Parties comprise electricity distributors, electricity suppliers, certain gas suppliers, certain electricity generators, certain metering companies, the Crowded Meter Room Coordinator, and the OTSO Party.*
- B *The DNO Parties and IDNO Parties are required, by their licences, to be party to, comply with, and maintain this Agreement.*

- C *The Supplier Parties are required, by their licences, to be party to, and comply with, this Agreement.*
- D *The CVA Registrants are under certain obligations, under other industry agreements, regarding distribution use of system arrangements, and have agreed to accede to this Agreement in order to meet those obligations.*

4 Solution and Legal Text

Legal Text

- 4.1 A set of proposed amendments had been drafted and issued with the Change Proposal form. These were designed to resolve the relevant housekeeping log items noted in sections 1 and 3 above. The proposed amendments were reviewed by DCUSA Ltd.'s legal advisors.
- 4.2 Following a review by DCUSA Ltd.'s legal advisors, several small points were raised, and these were as follows:
- For the proposed amendment to Paragraph (A) in the 'Introduction' the legal advisors noted that they understood from the Change Proposal form that the wording is intended to reflect the Party Category of 'CVA Registrants' and suggested that if every Party being referred to in the amended wording is a CVA Registrant, then their recommendation was to refer to them as 'the CVA Registrants'.
 - It was proposed to remove all references to fax, facsimile and telex throughout the DCUSA, however the proposed amendments to Paragraphs 25 and 26 in Annex 4 of Schedule 10 (DCUSA Ltd) form part of the 'Articles of Association' for DCUSA Ltd. It was noted that for these to be amended, an Extraordinary General Meeting would need to be held so that Shareholders can vote on the amendments. The legal advisors noted that in terms of the existing drafting, email is still be captured as there is a limb enabling notice to be provided "by any other means authorised in writing by the member concerned", so amending it does not really make any difference to the options available (other than removing fax). It should also be noted that there is no risk of DCUSA Ltd. using fax as a method of serving notices to Shareholders. Therefore, it was agreed to not make this amendment and leave the current references in place.
- 4.3 The legal text can be found in Attachment 1 to this Change Report

Text Commentary

- 4.4 The proposed amendments are designed to resolve each of the relevant housekeeping log items with the exception of the removal of the words 'fax or telex' from Paragraphs 25 and 26 in Annex 4 of Schedule 10.

5 Code Specific Matters

Reference Documents

- 5.1 None.

6 Relevant Objectives

Assessment Against the DCUSA Objectives

6.1 For a DCUSA Change Proposal to be approved it must be demonstrated that it better facilitates the DCUSA Objectives. There are five General Objectives and six Charging Objectives. The full list of objectives is documented in the DCUSA.

6.2 The Proposer considers that the following DCUSA General Objectives are better facilitated by this CP

	DCUSA General Objectives	Identified impact
<input type="checkbox"/>	1. The development, maintenance and operation by the DNO Parties and IDNO Parties of efficient, co-ordinated, and economical Distribution Networks	None
<input type="checkbox"/>	2. The facilitation of effective competition in the generation and supply of electricity and (so far as is consistent therewith) the promotion of such competition in the sale, distribution and purchase of electricity	None
<input type="checkbox"/>	3. The efficient discharge by the DNO Parties and IDNO Parties of obligations imposed upon them in their Distribution Licences	None
<input checked="" type="checkbox"/>	4. The promotion of efficiency in the implementation and administration of the DCUSA	Positive
<input type="checkbox"/>	5. Compliance with the EU Internal Market Regulation and any relevant legally binding decisions of the European Commission and/or the Agency for the Co-operation of Energy Regulators.	None

6.3 Correcting the housekeeping items that have been periodically identified within the DCUSA document ensures that the legal text throughout the DCUSA document is fit for purpose and remains accurate. Doing so will aid comprehension, thereby improving efficiency which better facilitates DCUSA General Objective four. It is noted that although some impacted clauses are within the methodology sections, this is not a methodology change.

7 Impacts & Other Considerations

Impacts on any Significant Code Review (SCR) or other significant industry change projects

7.1 It is not believed that this change will impact any SCR currently in progress and nor do any of the current SCRs impact upon this change.

Consumer Impacts

7.2 It is not believed that that this change will impact consumers.

Environmental Impacts

- 7.3 In accordance with DCUSA Clause 10.4.5A, it is not believed that there would be a material impact on greenhouse gas emissions if this change were implemented.

Consideration of Wider Industry Impacts

- 7.4 It is not believed that there are any wider industry impacts as a result of this change and that there are no known impacts associated with the wider industry that will impact upon this change.

Impacts on other Codes?

- 7.5 It is not believed that there are any impacts to any other 'Industry Codes' as a result of the implementation of this CP.

Grid Code.....	<input type="checkbox"/>	SEC.....	<input type="checkbox"/>	CUSC.....	<input type="checkbox"/>
Distribution Code...	<input type="checkbox"/>	REC.....	<input type="checkbox"/>	BSC.....	<input type="checkbox"/>
None.....	<input checked="" type="checkbox"/>				

8 Implementation

Proposed Implementation Date

- 8.1 It is proposed that this change be implemented in the next standard release after approval which will be 06 November 2025.

9 Recommendations

Panel's Recommendation

- 9.1 The Panel approved this Change Report on 20 August 2025. The Panel considered that the Proposer has carried out the level of analysis required to enable Parties to understand the impact of the proposed amendment and to vote on DCP 457.
- 9.2 The Panel have recommended this report be issued for voting and DCUSA Parties should consider whether they wish to submit views regarding this Change Proposal. The voting form acts as Attachment 2 to this Change Report or can be completed via the online voting form which will be available on the following page of the DCUSA website:
- [DCP 457 'Housekeeping Items'](#)

10 Attachments

- Attachment 1 – DCP 457 Legal Text
- Attachment 2 – DCP 457 Voting Form