

DIF 64 Subgroup Meeting 06

18 November 2025 at 10:00 - Web-Conference

Attendee	Company
Working Group Members	
Donna Jamieson [DJ]	IDCSL
Edward Shaw [ES]	National Grid
Erik Baguzis [EB]	Indigo Networks
Frank Shackelford [FS]	SSEN
Graham Baikie [GB]	SPEN
Kevin Woollard [KW]	Centrica
Sam Townend [ST]	SPENW
Samuel Fisher [SF]	ENA
Simon Watton [SW]	Fulcrum Electricity Assets
Yvette Lawrence-Hood [YLH]	Centrica
Apologies	
Victoria Burkett [VB]	SSE
Code Administrator	
Mel Kendal [MK] (Secretariat)	ElectraLink
Richard Colwill [RC] (Chair)	ElectraLink
Apologies	
Carl Henshaw [CH]	National Grid
Craig Booth [CB]	ElectraLink

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. The recording will be deleted after 15 Working Days.

Competition Law Guidance and Terms of Reference

- 1.2 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.

2. Actions Review

- 2.1 The Chair confirmed that there were no open actions to review from the previous meeting.

3. Purpose of the Meeting

- 3.1 The Chair set out that the purpose of the meeting was to discuss the rota load process following the completion of the process for 2025, and to discuss any concerns and/or next steps.

4. Discuss Rota Load Processes Following 2025 Completion

- 4.1 The Chair asked members of the group to provide their views on how the process went for 2025.
- 4.2 ST informed the group that the data was processed in line with the new dates as stated within the DCUSA and noted that change in dates allowed the process to be better aligned with when potential changes are seen throughout the year.
- 4.3 ST noted that in previous years, there were a number of requests for changes seen later in the year which meant updates were needed and issues arising from this. With the new dates, the process has been smooth this year.
- 4.4 ST stated that if there were any issues identified with keeping on track and meeting the dates, DCUSA would be notified of this. The group were also informed that they are consistently reviewing the processes, including workshops being held to always be looking for enhancements.
- 4.5 YL stated that during testing, it was noticed that one postcode was missing from the data along with the rota block identifier. ST agreed to take an action to explore this further to provide a rationale as to why this may have happened.

Action 06/01	YL and ST to have discussions offline regarding the missing postcode and rota block identifier.
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- 4.6 YL also queried whether it is possible to split the CSV files into two to make the data smaller so that it is easier to convert – SF explained that certain software allows the files to be opened and all of the rows to be viewed and suggested it may be worth exploring this internally for technical support.

- 4.7 SF informed the group that the ENA subcontract an external Supplier to collate all of the distribution data, complete data quality checks and provide the final output which is then shared with ElectraLink.
- 4.8 KW stated that a small sample was tested, and a number of postcodes had different rota block identifiers compared to the previous years and agreed to provide these to ST offline for further investigation. Other than that, KW stated that the process itself has been positive this year.

Action 06/02	KW to send ST a sample of postcodes with different rota block identifiers from the previous year for further investigation offline.
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- 4.9 DJ stated that a rota block identifier could change if the infrastructure upstream of a site has changed (although it was noted this does not happen often). ST confirmed this.
- 4.10 There were no further questions, and members agreed that it would be beneficial to schedule another meeting in for 2026.

Action 06/03	The Secretariat to schedule the next meeting for 2026.
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5. Next Meeting Date – 17 November 2026

- 5.1 The next subgroup meeting date will be on 17 November 2026 from 10:00am to 12:00pm.

6. Any Other Business

- 6.1 The Chair asked the group whether it would be useful to schedule a meeting around the same time next year to allow for these discussions and queries to take place again – the group agreed that this would be beneficial, and the Secretariat agreed to issue a meeting for the same time next year.

New and Open Actions

Action Ref.	Action	Owner	Update
06/01	YL and ST to have discussions offline regarding the missing postcode and rota block identifier.	YL / ST	New Action.
06/02	KW to send ST a sample of postcodes with different rota block identifiers from the previous year for further investigation offline.	KW / ST	New Action.
06/03	The Secretariat to schedule the next meeting for 2026.	Secretariat	New Action.

Closed Actions

Action Ref.		Update	
01/05	JG to provide ST with DNO/IDNO within the same postcode query to ST and SF to discuss further offline.	JG	Closed.
02/05	ST and SF to provide a response to the DNO/IDNO within the same postcode query raised by JG.	ST/SF	Closed.
03/05	KW to provide ST with findings of cross checks in post office postcodes/Rota Load Blocks to investigate further offline.	KW	Closed.
04/05	ST and SF to provide a response to the postcode/rota load block discrepancy query raised by KW.	ST/SF	Closed.
05/05	The Secretariat to issue the next DIF 64 Meeting for 18 November 2025.	Secretariat	Closed.