

DDDG Meeting 10

27 January 2026 at 10:00 - Web-Conference

Attendee	Company
Attendees	
Ian Burman [IB]	Green GEN Cymru
Kevin Woollard [KW]	British Gas
Code Administrator	
Furqan Aziz [FA]	Chair
Hannah Proffitt [HP]	Secretariat

1. Administration

Recording

- 1.1 The Chair reminded members that this meeting will be recorded. The purpose of this recording is purely to aid the Technical Secretariat in producing an accurate report of the meeting.

Minutes of the Previous Meeting

- 1.2 No feedback was provided.
- 1.3 Slides presented during the meeting are included as **Attachment 1**.

2. Actions

- 2.1 Updates on the actions can be found in the Appendix.

3. DDDG Items

Development Log

- 3.1 The Chair advised that five items were included in the release on 13 January and demonstrated these features.
- Sync Tab Positioning on Previous and Next Legal Text Modals
 - View Working Group Members on CP Page
 - Admin CSV Download of all Working Group Members

- Issue Document Download Button Functionality
- Change Register Pagination Scroll to Top

3.2 The Chair advised that another small launch is planned for 29 January to implement a small fix to the Change Register. An update will be provided at the next DDDG meeting.

Feedback from the DCUSA Board on DDDG 08 items

Ticket 1149 – As a DCUSA user viewing the digital document, I want the right-hand menu to show the schedule or section title I am currently viewing.

3.3 The Chair advised that this was approved by the Board and is currently in testing.

Ticket 1169 – As a DCUSA user, I want the committee and group pages to have a clearer more self-explanatory layout.

3.4 The Chair advised that this was approved by the Board and work is ongoing. The Chair advised they will present suggestions for discussion at the next DDDG meeting.

Ticket 1168 – As a DCUSA user viewing the Change Proposal page, I want to subscribe to email notifications for that specific Change Proposal.

3.5 The Chair advised that this was rejected by the Board as they felt that the benefits did not justify the cost.

Fix Mismatch Labels

3.6 The Chair advised that at a previous meeting, a member had raised that the filters and table headings on the Change Register were mismatched. The Chair agreed that these needed to be aligned and provided suggestions.

3.7 The DDDG agreed the following:

- Matter
- Impacted Codes
- Progress
- Impacted Parties

3.8 The Chair agreed to seek approval at the next Board meeting and to ask for their feedback on the agreed labels.

Action 10/01 – Chair to seek approval from the DCUSA Board to align the mismatched filter/table headers on the Change Register.

4. Review of User Feedback and Requests

All feedback received via the website

- 4.1 The Chair advised they had received the following five requests via the website feedback form.

20	anonymous	Currently there's no single place to find out when charging statements have been published or updated. Users have to figure out how to join individual DNO mailing lists themselves, and even then, notifications often only cover annual publications – not mid-year updates or addenda. This means we sometimes miss important changes and only find out when customers query their bills. A centralised mailing list would save time, reduce the risk of using outdated information, and make it much easier for new industry participants to stay informed.
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- 4.2 The Chair advised that they had discussed this with the DCUSA team who had explained that this is not in scope of the DCUSA. DNOs are responsible for publishing their statements on their own websites and have no obligation to advise DCUSA when they have done this.
- 4.3 IB agreed that the suggestion would be useful, however understood that if out of scope it would not be progressed.
- 4.4 KW agreed and suggested that the party who raised the query could submit a DCUSA Change Proposal to introduce an obligation for DNOs to notify Suppliers that they have published their statements.
- 4.5 The Chair agreed to feed this back to the Party.

Action 10/02 – Regarding website feedback form item 20, the Chair to feedback DDDG discussion to the party.

21	anonymous	Raised at the Demo/Q&A on 03 Dec - suggestion to review the online CP form as it contains outdated references such as the TRAS.
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- 4.6 The Chair advised that at the Demonstration/Q&A session on the 03 December, a party had noticed that the online CP form contained outdated references such as to the TRAS.
- 4.7 The Chair advised that they will refer this to the DCUSA team to review and agree next steps.

Action 10/03 – The Chair to refer to the DCUSA team regarding updating the online CP form to remove outdated references (e.g. to the TRAS).

22	anonymous	On the Working Group pages, meeting times are being displayed incorrectly. For example, meetings are appearing as early-morning times such as 02:00, resembling 2 am. This is likely to be a formatting issue. Please update the display and use a clear consistent format (i.e. 24-hour or AM/PM).
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- 4.8 The Chair agreed that this needs to be fixed and agreed to present this to the DCUSA Board for approval at their next meeting.

Action 10/04 – The Chair to present a proposal to the Board regarding fixing the format of meeting times on the website.

23	anonymous	A user has identified that the Draft Legal Text document was not added to the quick links button for a few Change proposal pages (i.e. dcp-325). While the system has an existing weekly report to check that key information related to a change, is being listed on each CP page, it is only checking against the original set of items that were identified. The checklist needs to extend to ensure the Draft Legal Text (if available) has also been added and not missed.
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- 4.9 The Chair agreed to refer to Xanda to check if the legal text feature can also be included in the weekly report that the secretariat receives.

Action 10/05 – The Chair to refer to Xanda to check if the legal text feature can also be included in the weekly report that the secretariat receives.

24	anonymous	On the DCUSA Document page, when selecting “Download by Section”, the list of sections and schedules appears, but it’s not immediately clear how to actually download the document. All items in the list are download links, however they don’t visually look like links or downloads. The text is styled in small caps, with no clear download icon, button, or visual distinction, which makes everything look like static text rather than actionable links. I didn’t realise these were downloadable items at first. I only discovered this after hovering and noticing the cursor change, and after trying other parts of the site first. It would be helpful to tidy this up so the download action is more explicit. It’s a small issue, but it does impact clarity for us users!
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- 4.10 The group agreed that this needs to be updated to add styling to the text to make it clear they are links.

Action 10/06 – The Chair to refer to Xanda regarding adding styling to the text in ‘Download by Section’ in the DCUSA Document to make it clear there are links.

Feedback or improvements from attendees

- 4.11 The Chair asked for any further feedback from attendees, to which nothing was raised.

5. Any Other Business

- 5.1 The Chair asked attendees whether they had any other business to discuss. Nothing was raised.

Attachments

- Attachment 1 - DDDG Meeting 10 Slides

New and Open Actions

Action Ref.	Action	Owner	Update
08/02	The Chair to refer to the DCUSA Board for suggestions regarding making the 'Associated Activities' and 'Related Documents' headers clearer on the website.	The Chair	Action ongoing. Approved by the Board. Working on this and will discuss at the DDDG meeting.
10/01	Chair to seek approval from the DCUSA Board to align the mismatched filter/table headers on the Change Register.	The Chair	New action.
10/02	Regarding website feedback form item 20, the Chair to feedback DDDG discussion to the party.	The Chair	New action.
10/03	The Chair to refer to the DCUSA team regarding updating the online CP form to remove outdated references (e.g. to the TRAS).	The Chair	New action.
10/04	The Chair to present a proposal to the Board regarding fixing the format of meeting times on the website.	The Chair	New action.
10/05	The Chair to refer to Xanda to check if the legal text feature can also be included in the weekly report that the secretariat receives.	The Chair	New action.
10/06	The Chair to refer to Xanda regarding adding styling to the text in 'Download by Section' in the DCUSA Document to make it clear there are links.	The Chair	New action.

Closed Actions

Action Ref.			Update
08/01	The Chair to progress new development idea – when scrolling through the digital document, contents menu on the left to be updated to clearly label which main section the sub sections belong to.	The Chair	Action closed. This has been done and is in testing.
08/03	The Chair to progress new development idea – investigate options regarding possible ways for users to sign up for specific notifications.	The Chair	Action closed. Rejected by the Board as 2 weeks of work was required and they felt the benefits did not justify the cost.