

DDDG Meeting 11

24 February 2026 at 10:00 - Web-Conference

Attendee	Company
Attendees	
Ian Burman [IB]	Green GEN Cymru
Karl Maryon [KM]	Drax
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 one change went live on 29 January 2026. The change introduces a separate search function to the Change Register, enabling a search to be completed by DCP number only.
- 3.2 The Chair advised that two small changes are scheduled to be included in the next release which will be at the end of March.

Feedback from the DCUSA Board on previous DDDG items

Ticket 1258 – As a Secretariat receiving the weekly change proposal validation report, I want the checklist to include a check for the draft legal text document being added to the quick links section, so we are alerted when it's missing from a change proposal page.

- 3.3 The Chair advised that the Board have approved this and work is commencing.

Ticket 1257 – As a DCUSA user viewing the 'Download by Section' model, I want each section and schedule to be clearly identifiable as a downloadable link, so that I can immediately understand which items are clickable and download the specific section I need.

- 3.4 The Chair advised that the Board have approved this and work is commencing.

Ticket 1125 – As a DCUSA user viewing a working group page, I want meeting dates and times to be displayed in a clear user friendly and unambiguous format, so that I can immediately understand when the meeting is scheduled without confusion.

- 3.5 The Chair advised that this was approved by the Board and has now been fixed.

Working Group Page – Redesign

- 3.6 The Chair advised that at the DDDG 08 meeting, the following action was taken.

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.

- 3.7 The Chair advised that this was presented to the DCUSA Board at their February meeting. The Board agreed for the redesign to go ahead and for the DDDG to consider possible new layouts.
- 3.8 The Chair presented three options which are included in the slides. Members discussed and agreed that they preferred option three. KW noted the importance of the design being intuitive, so users know where to look for documents.
- 3.9 The Chair agreed to present the three options to the Board at their March meeting, and to advise them that the DDDG preferred option three.

11/01 – The Chair to present the three design options for the Working Group Page to the DCUSA Board at their March meeting and to highlight the DDDGs preference of option 3.

4. Review of User Feedback and Requests

All feedback received via the website

- 4.1 The Chair advised they had not received any feedback via the website since the previous meeting.

Feedback or improvements from attendees

- 4.2 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 11 Slides

New and Open Actions

Action Ref.	Action	Owner	Update
10/01	Chair to seek approval from the DCUSA Board to align the mismatched filter/table headers on the Change Register.	The Chair	Action ongoing. This will be presented at the March Board meeting.
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	Action ongoing. The Chair advised that the ticket has been raised, a review will commence shortly.
11/01	The Chair to present the three design options for the Working Group Page to the DCUSA Board at their March meeting and to highlight the DDDGs preference of option 3.	The Chair	New action.

Closed 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 closed. The Board approved for a redesign of the Working Group page to go ahead.

			This was discussed under agenda item 3.
10/02	Regarding website feedback form item 20, the Chair to feedback DDDG discussion to the party.	The Chair	Action closed. The Chair advised they had referred this to the Board who had agreed this is out of scope.
10/04	The Chair to present a proposal to the Board regarding fixing the format of meeting times on the website.	The Chair	Action closed. The Chair advised that this issue has now been fixed.
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	Action closed. The Chair advised that the Board have approved this and work is commencing.
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	Action closed. The Chair advised that the Board have approved this and work is commencing.