




DCUSA Change Proposal (DCP)		At what stage is this document in the process?
<h2>DCP 472:</h2> <h2>DCMDG &amp; SIG Agenda timings</h2> <p><b>Date Raised:</b> 20<sup>th</sup> February 2026</p> <p><b>Proposer Name:</b> Lee Stone</p> <p><b>Company Name:</b> Npower Commercial Gas Ltd.</p> <p><b>Party Category:</b> Supplier</p>		<div>01 – Change Proposal</div> <div>02 – Consultation</div> <div>03 – Change Report</div> <div>04 – Change Declaration</div>
<p><b>Purpose of Change Proposal:</b></p> <p>Amend DCUSA so that the secretariat circulates DCMDG &amp; SIG agendas for each meeting at least 5 Working Days in advance.</p>		
	<p><b>Governance:</b></p> <p>The Proposer recommends that this Change Proposal should be:</p> <ul style="list-style-type: none"> <li>• Treated as a Part 2 Matter</li> <li>• Treated as a Standard Change</li> <li>• Progressed to the Change Report phase</li> </ul> <p>The Panel will consider the proposer's recommendation and determine the appropriate route.</p>	
	<p><b>Impacted Parties:</b></p> <p>Suppliers/DNOs/IDNOs.</p>	
	<p><b>Impacted Clauses:</b></p> <p>Schedule 7 'DCUSA Standing Issues Group'</p> <p>Schedule 28 'Distribution Charging Methodologies Development Group'</p>	

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Indicative Timeline		 020 7432 3011												
<b>The Secretariat recommends the following timetable:</b>		Proposer: <b>Lee Stone</b>												
<table><tr><td>Initial Assessment Report</td><td>18 March 2026</td></tr><tr><td>Consultation Issued to Industry Participants</td><td>N/A</td></tr><tr><td>Change Report Approved by Panel</td><td>15 April 2026</td></tr><tr><td>Change Report issued for Voting</td><td>16 April 2026</td></tr><tr><td>Party Voting Closes</td><td>07 May 2026</td></tr><tr><td>Change Declaration Issued to Parties</td><td>11 May 2026</td></tr></table>		Initial Assessment Report	18 March 2026	Consultation Issued to Industry Participants	N/A	Change Report Approved by Panel	15 April 2026	Change Report issued for Voting	16 April 2026	Party Voting Closes	07 May 2026	Change Declaration Issued to Parties	11 May 2026	 <b>Lee.stone@eonenergy.com</b>
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		 <b>07971-474426</b>												

## 1 Summary

### What?

- 1.1 This change proposes to amend the Distribution Charging Methodology Development Group (DCMDG) & Standing Issues Group (SIG) secretariat requirements for circulating agendas for each meeting from at least 10 days to 5 Working Days as currently set out in DCUSA Schedules 28 and 7.

### Why?

- 1.2 Previously, the DCUSA Panel had stipulated, by way of their contract with the Secretariat that draft agendas were to be circulated 10 Working Days prior to any DCUSA meeting and that final agendas and associated papers be circulated 5 Working Days prior to any DCUSA meeting.
- 1.3 Following feedback provided by Parties that there seemed to be little benefit in the provision of draft agendas, the DCUSA Panel agreed to remove the requirement for the Secretariat to circulate draft agendas 10 Working Days prior to any DCUSA meetings.
- 1.4 Once agreed, this new approach took immediate effect for most DCUSA meetings, however, it had been identified that for the SIG & DCMDG, the text in the applicable Schedules is drafted such that the new approach is not aligned to the current requirement to circulate the agenda for each meeting at least 10 days in advance of the meeting .
- 1.5 As such this is a misalignment of agenda item notice periods over the broader range of administrative DCUSA activities, so this change aims to both clarify for DCMDG & SIG members as to when to expect agenda items to be made available prior to meetings and address the misalignment so that agendas associated to any DCUSA activity follows the same agenda notice period.

### How?

- 1.6 Amend the period of time associated with the circulation of agendas to the SIG and DCMDG from at least 10 days to 5 Working Days in Paragraph 7.1(c) of Schedules 7 and 28 and make a corresponding change to the time period in which an issue form for the respective group can be provided such that it is considered at the next meeting by amending Paragraph 8.2 in Schedules 7 and 28. See legal text amendment in section 4.

## 2 Governance

### Justification for Part 1 or Part 2 Matter

- 2.1 We consider the change to be a Part 2 Matter as it is essentially a housekeeping change to align agenda item notice periods across the range of DCUSA activities, so does not meet the criteria to be a Part 1 Matter.

### Requested Next Steps

- 2.2 This Change Proposal should:

- Be treated as a Part 2 Matter;
- Be treated as a Standard Change; and
- Proceed to the Change Report phase.

### 3 Why Change?

- 3.1 The requirement on the Secretariat to circulate and publish a draft agenda 10 Working Days prior to any DCUSA meetings has been removed and contract has been amended such that only a final agenda is shared with interested persons/parties for DCUSA activities.
- 3.2 Most of these activities are not set out in DCUSA as timing requirements whereas they are set out as requirements on the Secretariat to issue agendas for both DCMDG & SIG 10 days prior to a meeting and so the required agenda timings no longer align across DCUSA activities, which is perceived to be a complexity for both DCUSA administration and conflict with expected agenda timings .to be issued to interested persons in advance.
- 3.3 This change seeks to align agenda timings across DCUSA activities so that both DCUSA administration and expectations of interested persons are aligned to be that final agendas and associated papers are issued 5 Working Days ahead of the meeting.

### 4 Solution and Legal Text

#### Legal Text

- 4.1 Amend Paragraphs 7.1(c) and 8.2 of Schedule 7 'DCUSA Standing Issues Group' as follows:

#### **7. SECRETARIAT**

7.1 *The DCUSA Standing Issues Group will be supported by the Secretariat, who shall be responsible for:*

- (a) booking, convening and circulating notice of meetings;*
- (b) logging DCUSA Issue Forms and validating them for completeness;*
- (c) circulating the agenda for each meeting of the DCUSA Standing Issues Group at least ~~10~~5 Working ~~d~~Days in advance of the meeting (or as far in advance as reasonably practicable in the case of emergency meetings);*
- (d) writing minutes of the meeting in a style and level of detail specified by the Chair;*
- (e) circulating minutes of the meeting no later than 10 Working Days following the meeting;*
- (f) publishing all meeting papers and minutes on the Website; and*

- (g) *providing a report to the Panel from each meeting as appropriate, giving a summary of key issues and progress being made, and including the task list or work plan for the DCUSA Standing Issues Group.*

#### **8. SUMMARY OF PROCESS**

8.1 *The DCUSA Standing Issues Group will consider issues as:*

- (a) *directed by the Panel; or*
- (b) *raised by any person entitled to raise Change Proposals in accordance with Clause 10.2, which issues must be submitted by way of a completed DCUSA Issues Form.*

8.2 *Where a DCUSA Issues Form has been submitted to the Secretariat, the Secretariat shall add the matter to the next scheduled DCUSA Standing Issues Group meeting. Issue forms submitted less than ~~10~~5 Working Days before the next scheduled meeting will be accepted at the discretion of the Chair.*

4.2 Amend Paragraphs 7.1(c) and 8.2 of Schedule 28 'DCUSA Standing Issues Group' as follows:

#### **7. SECRETARIAT**

7.1 *The DCMDG will be supported by the Secretariat, who shall be responsible for:*

- (a) *booking, convening and circulating notice of meetings;*
- (b) *logging DCMDG Issue Forms and validating them for completeness;*
- (c) *circulating the agenda for each meeting of the DCMDG at least ~~10~~5 Working ~~d~~Days in advance of the meeting (or as far in advance as reasonably practicable in the case of emergency meetings);*
- (d) *writing minutes of the meeting in a style and level of detail specified by the Chair;*
- (e) *circulating minutes of the meeting no later than 10 Working Days following the meeting;*
- (f) *publishing all meeting papers and minutes on the Website; and*
- (g) *providing a report to the Panel from each meeting as appropriate, giving a summary of key issues and progress being made, and including the task list or work plan for the DCMDG.*

#### **8. SUMMARY OF PROCESS**

8.1 *The DCMDG will consider issues as:*

- (a) *directed by the Panel; or*
- (b) *raised by any person who submits a completed DCMDG Issues Form.*

8.2 *Where a DCMDG Issues Form has been submitted to the Secretariat, the Secretariat shall add the matter to the next scheduled DCMDG meeting. Issue forms submitted less than ~~10~~5 Working Days before the next scheduled meeting will be accepted at the discretion of the Chair.*

## Text Commentary

- 4.3 The proposed legal text amendment is relatively straightforward by amending number of days in advance the agenda is issued from at least 10 days to at least 5 Working Days in advance and updating the corresponding timeframe for parties to submit an issue form to the Secretariat for the respective group.

## 5 Code Specific Matters

### Reference Documents

- 5.1 The change to the requirement to publish draft agendas 10 Working Days ahead of DCUSA meetings was shared at DCMDG on 19<sup>th</sup> February, and where the Secretariat shared an interim approach until such a time a wider housekeeping change would capture this new approach for the DCMDG and SIG. It was following that discussion that we agreed to raise this Change, so that agenda timings are both aligned across DCUSA activities and updated so that current and future DCMDG & SIG members have clear timing expectations.

## 6 Relevant Objectives

	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	Neutral
<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	Neutral
<input type="checkbox"/>	3. The efficient discharge by the DNO Parties and IDNO Parties of obligations imposed upon them in their Distribution Licences	Neutral
<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

- 6.1 This change would better facilitate the achievement of the DCUSA General Objective 4 by clarifying obligations and aligning them more closely with current practice. The proposal supports a more effective and coherent framework for all parties involved, which in turn, helps to minimise administrative burdens and ensures resources are focused on delivering value and maintaining compliance, ultimately contributing to a more efficient operation of the DCUSA.

## 7 Impacts & Other Considerations

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

7.1 No impacts on any current SCR or other industry change project have been identified.

### Impacts on other Codes

7.2 None.

Grid Code..... ☐ SEC..... ☐ CUSC..... ☐

Distribution Code... ☐ REC..... ☐ BSC..... ☐

None..... ☒

### Consumer Impacts

7.3 None.

### Environmental Impacts

7.4 In accordance with DCUSA Clause 10.4.5A, the Proposer assessed whether there would be a material impact on greenhouse gas emissions if this CP were implemented and that assessment is set out below.

7.5 No environmental impacts identified

### Are there any wider industry impacts?

7.6 None.

## 8 Implementation

8.1 This is a housekeeping change, so it is proposed this change is implemented as soon as possible.

### Proposed Implementation Date

8.2 + 5 Working days after DCUSA Party approval.

## 9 Recommendations

*The Code Administrator will provide a summary of any recommendations/determinations provided by the Panel in considering the initial Change Proposal. This will form part of a Final Change Report.*