







DCUSA Change Report		At what stage is this document in the process?
<h1>DCP 472</h1> <h2>DCMDG & SIG Agenda Timings</h2> <p>Date Raised: 20 February 2026</p> <p>Proposer Name: Lee Stone</p> <p>Company Name: Npower Commercial Gas Ltd.</p> <p>Party Category: Supplier</p>		01 - Change Proposal
		02 - Consultation
		03 - Change Report
		04 - Change Declaration
Purpose of the Change Proposal <p>The purpose of this Change Proposal ("CP") is to amend DCUSA so that the Secretariat circulates DCMDG & SIG agendas for each meeting at least 5 Working Days in advance.</p>		
	<p>This document is issued in accordance with Clause 11.20 of the DCUSA. Parties are invited to consider the proposed amendment and submit their votes using the voting form (attachment 2) to dcusa@electralink.co.uk by no later than 08 May 2026. Votes received after this date cannot be counted.</p> <p>The voting process for the proposed variation and the timetable of the progression of the 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 the DCUSA by email to dcusa@electralink.co.uk or telephone 020 7432 3011.</p>	
	Impacted Parties <p>Suppliers, DNOs, IDNOs, CVA Registrants, Gas Suppliers, OTSO Party, SIPs</p>	
	Impacted Clauses <p>Schedule 7 'DCUSA Standing Issues Group'</p> <p>Schedule 28 'Distribution Charging Methodologies Development Group'</p>	

Contents		 Any Questions?
1	Summary.....	3
2	Governance	3
3	Why Change?	3
4	Relevant Objectives	4
5	Impacts & Other Considerations	4
6	Implementation	5
7	Legal Text Commentary.....	5
8	Code Specific Matters	5
9	Recommendations	5
10	Attachments	5
Timetable		
Activity	Date	
Initial Assessment Report	18 March 2026	
Consultation Issued to Parties	N/A	
Change Report Approved by Panel	15 April 2026	
Change Report Issued for Voting	16 April 2026	
Party Voting Closes	08 May 2026	
Change Declaration Issued	11 May 2026	

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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

- 2.1 This CP is 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.

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 Relevant Objectives

Assessment Against the DCUSA Objectives

4.1 For a DCUSA CP to be approved it must be demonstrated that it better facilitates the DCUSA Objectives. This CP is being assessed against the DCUSA General 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	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

4.2 The Proposer believes 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.

5 Impacts & Other Considerations

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

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

Impacts on other Codes

5.2 No impacts on other codes have been identified.

Consumer Impacts

5.3 No impacts on other consumers have been identified.

Environmental Impacts

5.4 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. No impacts were identified.

Are there any wider industry impacts?

5.5 No wider industry impacts have been identified.

6 Implementation

- 6.1 This is a housekeeping change, so it is proposed this change is implemented 5 Working Days after approval.

7 Legal Text Commentary

- 7.1 Paragraph 7.1 of Schedule 7 has been amended to require the Secretariat to circulate the SIG agenda 5 Working Days in advance of the meeting.
- 7.2 Paragraph 8.2 of Schedule 7 has been amended to specify that issue forms submitted less than 5 Working Days before the next meeting date will be accepted at the discretion of the Chair. A minor error in Paragraph 8.2 has also been corrected.
- 7.3 Paragraph 7.1 of Schedule 28 has been amended to require the Secretariat to circulate the DCMDG agenda 5 Working Days in advance of the meeting.
- 7.4 Paragraph 8.2 of Schedule 28 has been amended to specify that issue forms submitted less than 5 Working Days before the next meeting date will be accepted at the discretion of the Chair.

8 Code Specific Matters

- 8.1 The change to the requirement to publish draft agendas 10 Working Days ahead of DCUSA meetings was shared at the DCMDG on 19 February 2026, 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 CP, so that agenda timings are aligned across DCUSA activities and updated so that current and future DCMDG & SIG members have clear timing expectations.

9 Recommendations

- 9.1 The Panel approved this Change Report on 15 April 2026. The Panel considered that the Working Group has carried out the level of analysis required to enable Parties to understand the impact of the proposed amendment and to vote on this CP.
- 9.2 The Panel has recommended that this report is issued for voting and DCUSA Parties should consider whether they wish to submit views regarding this CP.

10 Attachments

- 10.1 Attachment 1 – DCP 472 Voting Form
- 10.2 Attachment 2 – DCP 472 Legal Text