

DCUSA Panel Meeting 168 (Closed Session)

17 June 2020 at 11:30

Teleconference

Attendee	Role	Company
Panel Members		
Alessandra De Zottis [ADZ]	Alternate Panel Member	DCUSA Ltd
Karl Maryon [KM]	Alternate Panel Member	DCUSA Ltd
Kevin Woollard [KW]	Panel Member	DCUSA Ltd
Simon Yeo [SY]	Panel Member	DCUSA Ltd
Peter Waymont [PW]	Panel Member	DCUSA Ltd
Julia Haughey [JH]	Panel Member [Chair]	DCUSA Ltd
Rebecca Cailles [RC]	Panel Member	DCUSA Ltd
Code Administrator		
Dylan Townsend [DYT]	Secretariat	ElectraLink Ltd
Angelo Fitzhenry [AF]	Secretariat	ElectraLink Ltd
George Dawson [GD]	Technical Secretariat	ElectraLink Ltd
John Lawton [JL]	Secretariat	ElectraLink Ltd
Austin Gash [AG]	Secretariat (part-meeting)	ElectraLink Ltd

DCUSA Panel: Confidential Business (Closed Session)

1. Administration

- 1.1 The Confidential Minutes of the last meeting were approved as an accurate record of proceedings.
- 1.2 The Panel Members reviewed the open actions and updates on all actions are set out in Appendix A.

2. ElectraLink Contract Management Report

- 2.1 AF presented the ElectraLink Contract Management Report to the Panel, which had been circulated prior to the meeting. See paper (Panel_2020_0617_10).
- 2.2 100% KPI and website performance delivered in May 2020.
- 2.3 There are a total of 34 Change Proposals currently in progress or pending implementation, these are broken down as follows: Awaiting Implementation (6), Awaiting Authority Consent (5), Consultation (4) Change Report (4), Voting (5) and Definition (9).
- 2.4 The Panel noted the information from the Contract Management Report.

3. CEPA/TNEI Monthly Report – May 2020

- 3.1 AF presented the CEPA/TNEI Monthly Report – April 2020 to the Panel, which had been circulated prior to the meeting. See paper (Panel_2020_0617_11).
- 3.2 The Panel noted the information from the CEPA/TNEI Monthly Report.

4. ElectraLink's Modelling Support KPI Tracker

- 4.1 AF presented the updated ElectraLink's Modelling Support KPI Tracker to the Panel, which had been circulated prior to the Panel. See paper (Panel_2020_0617_12).
- 4.2 The Panel noted the information from the KPI Tracker.

5. Authority Decision Tracker

- 5.1 AF presented the Authority Decision Tracker to the Panel, which was circulated prior to the meeting. See paper (Panel_2020_0617_13).
- 5.2 The Panel noted that there are still 6 Change Proposals which are Awaiting Authority Consent, 5 of which are outside the 25-day SLA window allotted by Ofgem.
- 5.3 AF noted that there have been no real changes this month for the contents of the paper.
- 5.4 The Panel noted the information from the Authority Decision Tracker.

6. Review of Panel Members Nominations and Election Process

- 6.1 AF presented the 'Review of Panel Members Nominations and Election Process' paper to the Panel, which was circulated prior to the meeting. See paper (Panel_2020_0617_14).

- 6.2 AF noted that a few months have passed after a request was issued to CVA registrants seeking confirmation as to whether they wished to nominate someone to be elected to the DCUSA Panel. AF confirmed that the Secretariat has not received a response and that further communication from the consultancy and Ofgem has been recently, which now needs a response.
- 6.3 The paper set out that the Panel elections process within the DCUSA allows for a consultant to be elected by a Party Category, which means somebody can be elected by the CVA Registrants that does not work for the Party but does provide consultancy services to that Party Category. However, as the election emails are sent to Contract Managers only, any potential outside parties may not be aware that they are able to nominate themselves for a particular position.
- 6.4 The Panel agreed that something should be done to rectify this situation, notwithstanding the fact that it is up to the Parties to manage the nominations, and not the Panel. Therefore, the DCUSA Panel agreed that the Secretariat should consider any legitimate DCUSA Panel Member or Alternate nominations for the CVA Registrant Party category vacancies that are submitted with support from a CVA Registrant.
- 6.5 As the positions are currently vacant, the DCUSA Panel and therefore the Secretariat should welcome nominations at any time, subject to the formal annual DCUSA Panel elections process that will commence in October. It was agreed that if a nomination is received outside of any notified elections process, then the Secretariat is to advise all other CVA Registrants in order that they may consider the opportunity to put forward their own nominees within a set timeframe, which may in turn lead to the need for the voting process to be enacted if more nominations are received than there are available vacancies.
- 6.6 The Parties must nominate someone of their own choice. If DCUSA receive an expression of interest from a Party, it would be forwarded to the Parties to choose whether they are happy to be represented by said person.
- 6.7 The Panel agreed that as part of the process, AF will draft a communication to CVA Registrants to inform them that as none have put forward an appropriate nomination, they have the option to nominate or encourage an affiliate or consultant to put themselves forward on their behalf.

Action 168/01: AF to draft a communication to interested consultant to advise of the agreed approach and an email to the CVA Registrants, explaining the potential appointment of a consultant on their behalf to the DCUSA Panel.

7. Storage Network Workshop on the Electricity Licence for Storage

- 7.1 JL presented the 'Storage Network Workshop on the Electricity Licence for Storage' paper to the Panel, which was circulated prior to the meeting. See paper (Panel_2020_0617_15). It was noted that ElectraLink's attendance on behalf of DCUSA, was discussed and agreed at the May DCUSA Board meeting, where it was agreed that a report would be provided to the Panel.
- 7.2 It was noted that 62 delegates attended the event, during which a representative from BEIS gave a presentation which reiterated their stance of including Storage as a subset of Generation. Therefore, the intent is to move ahead with modifications to the electricity generation licence to include Storage, for which their high-level rationale is that:
- The activity of Storage facility and generator share many similarities;
 - The approach should lead to reduced regulatory burden on industry as compared to creating a separate licence;

- Any divergence from this long-held intent has the potential to increase uncertainty within the industry as new approaches are developed; and
- There is still room for each to be treated differently, even within the same Licence.

7.3 Following the initial presentations, a number of break-out sessions covered the following topics:

- Codes and operations;
- Markets and services;
- Approaches to different technologies; and
- Future opportunities and issues for storage.

7.4 JL noted that the outcome of each session will be collated, as will the next steps and these will then be shared with the attendees but had not yet been provided.

7.5 The Panel noted the paper and verbal update provided.

8. CCDG Update

8.1 JL presented the 'Code Change Development Group (CCDG) Update' paper to the Panel, which was circulated prior to the meeting. See paper (Panel_2020_0617_16).

JL noted that this month had been relatively quiet, with Code Administrators not meeting since the presentations on the impact to their respective codes during the CCDG on 01 May. It was explained that this was in part due to Elexon suffering a cyber-attack, as well as the ongoing COVID-19 pandemic. The next meeting was noted a being planned for 16 June.

8.2 The Panel noted the paper and verbal update provided.

9. Monitoring Parties: Material Breaches and Events of Defaults

9.1 DYT presented the Monitoring Parties: Material Breaches and Events of Defaults paper, which had been circulated prior to the Panel. See paper (Panel_2020_0617_17).

9.2 DYT noted that it had been a quiet month and there have been no new instances of license revocation brought to the attention of the DCUSA team.

9.3 The Panel noted the contents of the paper.

10. TRAS and ETTOS Escalation Monthly Report

10.1 AG presented the TRAS and ETTOS Escalation Monthly Report, which was circulated prior to the meeting. See Paper (Panel_2020_0617_18)

10.2 AG noted that at the June TIG meeting, it was agreed that the TRAS Escalation Process will recommence at the next available date. With respect to the ETTOS Escalation process, it was noted that there have not been any new non-compliant Parties enter into the process and that all Parties that entered at the initial stage of the process have now become compliant.

10.3 The Panel noted the contents of the paper.

11. Theft Headline Report

11.1 AG provided a verbal update for the Theft Headline Report:

Theft Calculator

11.2 The TIG met with the Energy Savings Trust (EST) on 12 March 2020 to discuss a number of items for improvement to the theft calculator tool. It was noted that over subsequent TIG meetings these were prioritised down to those three most likely to provide a benefit before the contract with the EST ends on 31 March 2021. The EST provided a quotation for the following three items of work:

- A reset button;
- Clamped meter readings; and
- Updated Customer Appliances (although after reviewing the quotes from the EST this was deemed to be less of a priority by TIG as it was considered to be a larger exercise).

11.3 At the June TSG, ElectraLink took the Energy Saving Trust (EST) Proposal to the group for decision, during which members approved the Reset Button and Clamped Meter Readings proposal from EST, and the support from the Code Administrator and costs of the EST proposal.

11.4 It was noted that the changes to the tool are likely to be completed towards the end of August.

Review of the Theft of Electricity/Gas Codes of Practice (CoPs)

11.5 The TIG recommended an approach for consideration by TSG members at the April 2020 meeting which entailed a review of the existing CoP, a gap analysis between the Theft CoPs and the Best Practice Guidelines and a review of the topic areas by way of a TIG sub-group.

11.6 An exercise was undertaken to review the CoPs (this is Schedule 23 for the DCUSA) against the Supplier Best Practice Guidelines and the Network Operator Best Practice Guidelines. The gaps identified were then presented to the May 2020 TIG meeting, and six areas for potential inclusion/amendment were put forward. These areas were presented to the June TSG along with possible next step actions.

11.7 During the June TSG meeting, members approved the formation of a TIG Sub-Group, with the following conditions:

- there will be 2 meetings for Suppliers and Network Operators to agree to any Theft of Electricity COP amendments (the first meeting is to be scheduled for early July 2020);
- any draft Change Proposals will be prepared by Secretariat (for SPAA/DCUSA inclusion) at a scheduled TIG meeting; and
- there will be liaison with Ofgem to determine if amendments should be made via Change Proposal or directly to the draft REC schedules.

ETTOS Handover to the REC

11.8 At the October TSG meeting, Crimestoppers presented a proposal for a longer-term contract (which did include a cost increase). It was noted that at the time the TSG chose to reject the proposal because members didn't feel as though there was a need for a renewal, but indicated their satisfaction with Crimestoppers as a partner and that they were minded not to test the market for alternative service providers.

11.9 As an additional note, Ofgem also indicated that they would be supportive of the ETTOS Service continuing in its current (or similar) format. Given the upcoming launch of the REC, RECCo requested visibility of the work undertaken to date regarding the contract renewal with Crimestoppers and for ElectraLink to support the handover of these documents by way of a structured walkthrough session with RECCo.

11.10 The TSG agreed to progress with the ETTOS handover to RECCo proposal and it was noted that further proposals regarding Crimestoppers contract renewal (which would be effective as of 01 April 2021) will be going to the July TSG for discussion (these included option for a rolling month by month option and a fixed term option).

TRAS Business Requirement Scoping Workshop Update

11.11 TSG members approved the formulation and circulation of a SPAA/DCUSA Consultation in February 2020 which was issued out to the industry to gather feedback on a possible redesign for the TRAS, for which 16+ responses were received.

11.12 At the Ex-committee TSG meeting held on the 20 April 2020, an action was agreed to develop a proposal for a workshop to scope out the requirements for an industry Working Group following the review of the responses to the TRAS Design consultation. It was noted that the workshop will be held on 22 June 2020 and will also be attended by RECCo.

11.13 In addition to the TRAS Design consultation that was issued out to the industry, an additional question was raised and is being consulted on, to obtain Suppliers views on a 12-month gap in the TRAS service. The output of this will be reviewed by the TSG at the July meeting.

12. ETTOS and Theft SLA Report

12.1 AG presented the ETTOS and THEFT SLA Report to the Panel, which were circulated prior to the meeting. See Papers (Panel_2020_0617_19).

12.2 AG noted 100% of the KPIs were met and only 1 CP was raised in the month of May. One Supplier also requested a support call.

12.3 The Panel noted the update and the contents of the ETTOS SLA Report.

13. TRAS SLA Report

13.1 AG presented the TRAS SLA Report, which was circulated prior to the meeting. See Paper (Panel_2020_0617_20).

13.2 AG noted that 100% of the SLA's met and there was only 1 Change Proposal raised and 1 Supplier who requested a support call.

13.3 The Panel noted the update and the contents of the TRAS SLA Report.

14. Any Other Business

14.1 There were two items of additional business discussed at the meeting.

14.2 AF noted that the Secretariat had recently received a letter from the Independent Networks Association (INA) on behalf of the IDNO community, addressed to the DCUSA Panel. The letter outlines some concerns that have stemmed from recent developments on the degree of assurance provided on the charging models, particularly those aspects that apply to IDNOs/LDNOs.

- 14.3 AF advised that the Secretariat have formally raised this issue directly with CEPA/TNEI on 26 May and subsequently received an apology, explanation and confirmation of additional assurance measures. It was noted that the Secretariat were satisfied and reassured with the acknowledgment and corrective actions taken by CEPA/TNEI. AF suggested that given the concerns set out in the letter, with the permission of the INA, the Secretariat would be happy to forward the letter on to the CEPA/TNEI directors to obtain further additional assurances that we in turn can relay back to the INA and the Panel.
- 14.4 It was agreed that AF would draft up a response to both the INA and to CEPA/TNEI regarding the issues raised by the INA.

Action 168/02: AF to draft up a response to both the INA and to CEPA/TNEI regarding the issues raised by the INA.

- 14.5 The second piece of AOB was raised by DYT regarding the necessity for Parties to notify and update their relevant Party Details, specifically, whether they are part of a group of companies and who the overarching parent company is. It was noted that this is because this information is required for the purposes of calculating the results of the Party vote on Change Proposals (which groups together any Parties that may be controlled by the same parent company).
- 14.6 Following some discussion, it was noted that Schedule 11 'Party Details' does not contain provision for this information, although it is contained in the Accession Application form template as well already being accounted for in the details on the website. The Panel agreed that perhaps there should be an obligation on Parties to do this and PW noted that he would raise a Change Proposal, in the hopes that it could be in place prior to the annual audit of Party details that will take place later this year.

Action 168/03: PW to draft up a Change Proposal regarding an obligation on Parties to provide confirmation as to whether they are part of a group of companies and who the overarching parent company is.

Next Meeting – 15 July 2020 at 11:00

The next meeting will be conducted via teleconference.

Appendix A: Summary of Actions

New and Open Actions – Closed Session

Action Ref.	Action	Owner	Update
153/02	MS to progress the ETDIS Audit proposal to the Board for final financial sign off before commencing the Audit.	ElectraLink	To be discussed April TSG
163/01	DYT to update the CACOP paper with DCPs that were raised prior to 2019 that are still outstanding.	ElectraLink	Ongoing
166/01	JH to assess potential next steps to speed up Ofgem's response rate on Part 1 Matter Changes.	DCUSA Panel	Ongoing
166/02	AF to send a final copy of the CEPA TNEI Phase 2 report to Panel members.	ElectraLink	Is now part of Phase 3 report.
168/01	AF to draft a communication to CVA Registrants regarding the potential appointment of a consultant on their behalf to the DCUSA Panel.	ElectraLink	
168/02	AF to draft a response for JH to send to CEPA TNEI regarding INA complaint.	ElectraLink	
166/02	PW to draft up a Change Proposal regarding an obligation on Parties to provide necessary Party Detail Changes to the DCUSA website, if any Party details change.	DCUSA Panel	

Closed Actions – Closed Session

Action Ref.	Action	Owner	Update
165/01	Secretariat to contact Nadir Hafeez at Ofgem to request Ofgem to provide their rationale for greater steer surrounding the de-prioritisation of overdue Authority decisions.	ElectraLink	Completed.

166/03	JD to publish an open version of the Ofgem letter which the Panel received for the April Panel meeting.	Ofgem	Complete – not required as Panel received 2 derogations
166/04	KW to speak to Centrica colleagues regarding the possibility of sponsoring the derogation for the month-by-month pause of the TDIS.	DCUSA Panel	Complete
166/05	KM to speak to Utility Warehouse regarding their position on sponsoring a DCUSA derogation for the TDIS, provided Centrica will not support.	ElectraLink	Complete – not required as Centrica raised derogation.
166/06	AF to feedback to DCUSA Panel what the Secretariat's planned timetable is for transition to Microsoft Teams.	ElectraLink	Complete
167/01	AF to amend DCP 328 modelling request work-plan within the KPI Tracker.	ElectraLink	Completed
167/02	DYT to revoke Gnergy's Accession to DCUSA on 22nd September 2020.	ElectraLink	Completed
167/03	DYT to send Panel members any old Panel Member CVs to help profile writing for the DCUSA website.	ElectraLink	We have about ½ of the Panel's older CV's, so may need some new information sent in by newer members.
167/04	AF to send the DCUSA Panel examples of the Elexon website to help profile writing for the DCUSA website.	ElectraLink	Completed
167/05	AF to send Garry Pickering the updated response to Yu Energy's Derogation decision query.	ElectraLink	Completed