

CACoP Forum meeting 32

9 November 2021, 10:00 – 11:30

Teleconference

Final Minutes

Attendee	Representing
Paul Rocke (PR) (<i>Chair</i>)	Gemserv
Josephine Dupont (JD) (<i>Secretary</i>)	Gemserv
David Kemp (DK)	SEC
Sandra Fawzy (SF)	IGT UNC
Claire Kerr (CK)	BSC
Jennifer Groome (JG)	CUSC, Grid Code, STC
Fraser Mathieson (FMa)	DCUSA
Yvonne Reid-Healy (YR-H)	UNC
Christopher McCann (CM)	D-Code
Jennifer Semple (JS)	Ofgem
Rachel Taggart (RT)	Xoserve
Chris Arnold (CA)	BSC
Anton Moden (AM)	REC
Nik Wills (NW)	Stark
Danielle Sutcliffe (DS) <i>Part</i>	Gemserv
Fiona Murray (FMu) <i>Part</i>	Gemserv

1. WELCOME AND INTRODUCTIONS

The Chair welcomed attendees to the meeting.

The Chair noted apologies had been received from Helen Bennett (UNC) and Colette Baldwin (REC).

2. MEETING 31 MINUTES

The Secretary noted a comment that had been received from JS on the minutes from CACoP meeting 31 which took place on 12 October 2021. The Forum approved the minutes as modified.

3. ACTIONS UPDATE

Ref	Action	Update	Status
31/01	Elxon to provide the latest version of the CACoP Horizon Scanner for publication on the CACoP website.	The latest version of the Horizon Scanner has been received by Gemserv.	Closed
31/02	National Grid ESO to provide an update on the Digitalised Whole System Technical Codes project consultation outcomes at the December 2021 CACoP Forum meeting.	This update will be provided at the December 2021 Forum meeting.	Open
31/03	The Secretary to send the slide deck for the Digitalised Whole System Technical Codes update to the Forum.	The Digitalised Whole System Technical Codes slide deck has been sent to the Forum.	Closed
31/04	The SEC to align the publication of the October CACoP Newsletter with the launch of the website.	The Newsletter's publication was delayed to the week beginning 25 October to align with launch of the CACoP Website.	Closed
31/05	Gemserv to follow up with Ofgem with regards to approval of the new version of the CACoP, so the new version can be added to the Newsletter.	DK noted comments had been received from Ofgem, and confirmed that the proposed amendments have been resolved and the updated document will be returned to Ofgem.	Closed
31/06	Gemserv to develop a template checklist of impacted Parties that Codes can adapt within their templates when recording the impacted Parties from a modification.	Work is ongoing and is expected to be presented for discussion at the December 2021 Forum meeting.	Open
31/07	Forum members to review if their credit arrangements have been affected by the recent wholesale price rises and provide views to the BSC (CK).	CK stated that some feedback had been received and welcome further information from the Forum members, but noted this action could be closed.	Closed
31/08	The BSC and the REC to provide a proposed problem statement regarding aligning release dates that can be present at the November 2021 CACoP Forum meeting.	The Forum discussed this under agenda item 6.	Open

Ref	Action	Update	Status
31/09	Forum members to provide a view of current systems affected by releases and the current cut over times.	The Forum discussed this under agenda item 6.	Open
31/10	Elaxon to liaise with the ENA over MHHS distribution lists.	Elaxon confirmed that the relevant information had been provided to the ENA.	Closed

The Forum **NOTED** the updates.

4. CCSG AND CROSS-CODE CHANGES UPDATES

CA noted [BSC Issue 98](#). Strict compliance with the market manipulation rules following Ofgem's 'Open letter on Dynamic Parameters and other information submitted by generators in the Balancing Mechanism' may lead to a less economic/efficient outcome than what some generating plant was doing prior Ofgem's open letter being published. This Issue may have an impact on the Grid Code.

CA noted [CP1553 'Meters and Transformers current minimum accuracy classes'](#). This Change Proposal (CP) is looking to tighten the requirements for Meters and Current Transformers in the metering Code of Practice (CoP). The CoPs detail the standards and minimum accuracy classes for certain Metering Equipment, for example Meters, current transformers, and voltage transformers. This may have some impact on the REC.

CA noted [CP1555 'Consumption data for Measurement Class G and F'](#). Under the new Targeted Charging Review arrangements, Licenced Distribution System Operators (LDSOs) will require Half Hourly (HH) Metered Data for individual Metering System Identifiers in Measurement Classes F and G. BSCP502 'Half Hourly Data Collection for SVA Metering Systems Registered in SMRS' does not require Half Hourly Data Collectors (HHDCs) to send Metering System Identifier (MSID)-level HH data to LDSOs for Metering Systems in Measurement Classes F and G. This CP proposes to update the requirements in BSCP502 to require HHDCs to send a D0036 or D0275 data flow for non-Data Communications Company (DCC) enrolled Metering Systems and/or a D0380 data flow for DCC enrolled Metering Systems to LDSOs. This change may impact the DCUSA and the REC.

FMA noted [DCP383 'Provision for Distributors to Move Meters for Service Alterations'](#), which is seeking to define a process detailing when a Distributor can move a Supplier's meter during service alteration works.

FMA noted [DCP394 'Allow Any REC Accredited Meter Operators to De-energise any Meter Operating Point'](#). This change proposes to widen the scope of the DCUSA to allow any REC accredited meter operator to carry out de-energisation and re-energisation works. This change may impact the REC.

The Forum **NOTED** the updates.

5. CACOP CENTRAL WEBSITE

PR confirmed that the CACoP website had successfully launched on 26 October 2021. Key information has been provided for Code users, such as the Horizon Scanner, the Central Modifications Register and the Consumer Benefit Analysis guidance document.

DS provided a demonstration for Code Administrators on how to use the website, particularly the functions of the meetings calendar and how to add meeting events. JG emphasised the importance in ensuring consistency in the format used. PR echoed this and agreed the existing precedence should be followed. A website user guide navigating the functions, standards and formats will be provided to the admin users.

PR noted that Gemserv has added all the meetings up to the end of December 2021 but stressed that it will be the responsibility of each Code Administrator to add their own meetings from January 2022 onwards. For any other documents or materials to be added to the website (such as the updated Central Modifications Register each month), Code Administrators should email these to cacop@gemserv.com and Gemserv will add these to the website.

Gemserv is waiting for logos from the UNC and the D-Code to add to the website. YR-H and CM agreed to send these over to Gemserv.

JG requested a 'duplicate meetings' function to be added. DS agreed to follow up on this with the website developers. Gemserv also welcomes any further feedback and initiatives as Forum members continue to use the website.

ACTION 32/01: Gemserv (DS) to provide the website user guide to the Forum.

ACTION 32/02: The UNC (YR-H) and the D-Code (CM) to provide logos for the website to Gemserv.

ACTION 32/03: Gemserv (DS) to investigate adding a function for duplicating meetings on the website.

The Forum **NOTED** the updates.

6. ALIGNMENT OF INDUSTRY RELEASE DATES

CA provided the following problem statement with regards to the REC proposal to change the standard release date for Electricity Codes from Thursday to Friday for the Forum to comment and agree to:

"The REC is moving its electricity standard release day (last Thursday in February and June and first Thursday in November each year) from a Thursday to a Friday from the November 2022 standard Release. This will align with the gas standard release day. Other electricity Codes may have dependencies with REC changes, particularly changes requiring a data specification change (previously known as the Data Transfer Catalogue (DTC)). Any misalignment between Codes' standard release days may result in compliance, process and system issues for parties of the relevant Codes"

DK suggested that the statement had been worded with a potential solution (the REC moving its release date to Friday), which could pre-empt the outcome of further investigations. DK considered

whether the problem statement should be worded to be solution-agnostic, focusing on the issue that the release dates do not align.

PR stated that aligning the time when changes are set live should also be considered as well as the date of release. FMA agreed and felt that further investigation into the time of release was required to map out the potential impacts. FMA also noted potential constraints would need considering, such as the gas day beginning at 05:00, which is set out in law. PR suggested adding this to the problem statement.

JG noted that under the CUSC, charging modifications tend to be implemented on 1 April, while other modifications tend to be implemented soon after decision rather than on set dates. CM noted storage modifications under the D-Code tend to go live on 1 September, and noted any approach should not preclude ad-hoc implementation dates where needed (such as for safety critical changes).

CA proposed a request for information be issued to all the Codes to seek information on what stakeholder engagement has already been done on possible change of release dates, key cross-Code dependencies and why the Codes use particular release dates. PR suggested this also seek each Code's current schedule of release dates.

FMu believed there was not yet enough information to determine if this is an issue and whether change is needed, and noted there could be data readily available through previous investigations completed by Code Administrators.

ACTION 32/04: The BSC (CA) to revise the current problem statement based on the feedback received.

ACTION 32/05: The BSC (CA) to send a request for information to the Code Administrators and present the responses at the CACoP meeting on 14 December 2021.

The Forum **NOTED** the update.

7. SUPPLIER OF LAST RESORT PROCESSES

AM provided a proposed coordinated action plan requesting the Forum to jointly develop a summary of the activities that each Code Administrator performs in relation to a Supplier of Last Resort (SoLR) event, as well as any areas of integration or information sharing requirements. This would result in a short document that can be shared with stakeholders and governance bodies.

AM requested the Forum to provide a brief summary of the SoLR processes relevant to each Code to begin the first stage of the action plan. JS agreed to confirm whether the REC engaging E-serve on this would be relevant.

DK highlighted that a SEC Party has spoken to Ofgem with regards to creating an end-to-end SoLR process review. There are changes being made to Xoserve's process around how Market Participant Identifiers (MPIDs) are transferred in a SoLR event, which is similar to a SEC modification recently progressed. AM proposes this could be incorporated this into next month's discussion once the process steps from Code Administrators had been compiled.

ACTION 32/06: Forum members to provide the REC (AM) with a summary of the SoLR activity relevant to each Code to performanceassurance@recmanager.co.uk by 18 November 2021.

ACTION 32/07 Ofgem (JS) to confirm whether the REC engaging E-Serve on the SoLR process would be relevant.

The Forum:

- **AGREED** to the work plan set out in the paper; and
- **DISCUSSED** other relevant organisations, such as E-Serve or EMRS, that should be invited to participate.

8. CENTRAL MODIFICATIONS REGISTER

PR reiterated feedback from Code users regarding the inconsistency of data within the Central Modification Register. For example, there is some outdated information such as changes that have been closed off but not removed from the register. The status of modifications has also been inconsistent and does not always align to the previously agreed approach. The Joint Office has provided regular guidance on how to populate the register in its emails. PR encouraged Forum members to make sure the information provided by their Code(s) follows the guidance.

DK queried whether it would be beneficial for the Joint Office to provide a guidance note setting out how each field in the register should be populated, which could be attached to the Joint Office's requests each month for reference. PR offered to support on any such document.

ACTION 32/08: The UNC (YR-H) to consider whether a guidance note on how to populate the Central Modification Register would be beneficial.

The Forum **NOTED** the update.

9. ANY OTHER BUSINESS

PR reminded the Forum to provide any feedback to Ofgem on the draft cross-Code survey feedback documents by 11 November 2021 prior to the full publication of this information. JG asked when the final publication date would be. JS agreed to check this and confirm. PR considered that this had happened soon after these reviews in previous years.

ACTION 32/09 Ofgem (JS) to confirm the final publication date for the cross-Code survey results.

PR proposed that for the next CACoP Forum meeting on 14 December there would be an option for members to attend in person at the Gemserv offices. The start time will be moved to 13:00, with some Christmas drinks held directly after the meeting.

ACTION 32/10: The Secretary (JD) to update the December 2021 meeting start time and send an invite to the Christmas drinks.

10. SUMMARY AND MEETING CLOSE

The next CACoP Forum meeting will be held on 14 December 2021, at the later start time of 13:00.

The Chair thanked everyone for attending and closed the meeting.