

CACoP Forum meeting 36

8 March 2022, 10:00 – 11:00

Teleconference

Final Minutes

Attendee	Representing
Paul Rocke (PR) (<i>Chair</i>)	Gemserv
Josephine Dupont (JD) (<i>Secretary</i>)	Gemserv
David Kemp (DK)	SEC
Tina Pearce (TP)	REC
Colette Baldwin (CB)	REC
Talia Lattimore (TL)	IGT UNC
Chris Arnold (CA)	BSC
Paul Mullin (PM)	CUSC, Grid Code, STC
Jennifer Semple (JS)	Ofgem
Yvonne Reid-Healy (YRH)	UNC

1. WELCOME AND INTRODUCTIONS

The Chair welcomed attendees to the meeting. Apologies for absence were made on behalf of Jennifer Groome (JG) and Christopher McCann (CM).

2. MEETING 35 MINUTES

The Secretary noted no comments were received on the minutes from CACoP meeting 35 which took place on 8 February 2022. The Forum approved the minutes as written.

3. ACTIONS UPDATE

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 REC (FM) and the BSC (CA) will provide an update at the CACoP Forum meeting on 12 April 2022.	Open
32/06	REC performance team to summarise response to the Codes SoLR activity responses and provide further guidance.	The Chair (PR) to chase the REC for a representative to continue with this action.	Open
35/01	Code Administrators to consider the viability of producing a checklist which could support other Code Administrators identifying impacts of change on other Codes.	CA noted the BSC would have no issues with preparing a similar checklist. The Secretary (JD) to recirculate the SEC's checklist presented at the last meeting. Further views will be sought at the next meeting.	Open
35/02	Code Administrators to embed the SEC checklist for identifying cross-Code impacts into change processes, and to provide feedback indicating whether the checklist has been resourceful.	All Code Administrators to provide feedback on the checklist at the CACoP Forum meeting in July 2022 (this has been included in the July draft agenda).	Closed
35/03	The UNC to provide Code Administrators with updated guidance notes on how to complete the submissions to the CMR.	The UNC (YRH) has provided the guidance notes.	Closed
35/04	Gemserv to establish a Latest News section on the CACoP website to post updates, and a LinkedIn page to ensure updates are socialised with a wider audience.	This matter was discussed under agenda item 5.	Closed
35/05	Gemserv to consider enduring value of the CACoP Newsletter and potential approaches to differentiation of content.	This matter was discussed under agenda item 5.	Closed
35/06	Code Administrators should review the Ofgem cross-Code survey against the Forum's Forward Work Plan and propose ways to build on the feedback through CACoP.	This matter was discussed under agenda item 7.	Open

ACTION 36/01: The Secretary (JD) to recirculate the SEC cross-code change impacts checklist to the Forum.

4. CROSS-CODE STEERING GROUP UPDATES

CB highlighted the main cross-Code changes raised through the Cross-Code Steering Group (CCSG) meeting on 7 March 2022.

- The Must-Read process for Gas Transporters (GTs) has a UNC impact that in the process of being raised.
- REC Change Proposal (CP) [R0030 'ET Cancellation Process'](#) – Suppliers cancel an Erroneous Transfer (ET) in specific scenarios such as when a Change of Tenancy (CoT) takes place, or a Supplier of Last Resort (SoLR) is appointed whilst an ET is in progress. Where there is a valid reason for the cancellation of an Erroneous Transfer (SoLR or CoT) they are currently being cancelled without a defined process and full audit trail. IGT UNC and UNC may be affected by this and require possible changes.
- REC CP [R0031 'CT Commissioning Trigger points and timescales'](#) – This impacts the BSC, as many Distribution Network Operators (DNOs) are now using Low Voltage Current Transformer (LV CT) pre-installed, pre-commissioned metering units for fused supplies. These units are factory commissioned and most of the commissioning for the units will be completed prior to installation and, consequently, before Energisation too. The decoupling between installation and energisation means that the DNO may not know when the Supply is Energised, nor who is carrying this out, until they receive the notification of change of Energisation Status. This makes it difficult for the DNO to comply with its BSC and REC obligations to send the commissioning information in the timescales laid down. This can have a detrimental impact on the DNO's performance against its obligations and has also resulted in a number of BSC audit non-conformances.
- REC CP [R0032 'New registration data items for MHHS programme transition'](#) – In its Market-wide Half-Hourly Settlement (MHHS) Programme transition consultation, the Code Change Development Group (CCDG) recommended that a subset of Registration Service data items required for MHHS are introduced in February 2023, about 18 months before migration is due to commence in October 2024. These items are critical to the MHHS rules and processes. There are concerns that starting migration in October 2024 with poor quality underlying data would lead to avoidable time and effort being spent fixing issues during the 12-month migration period. This may overlap with SEC data items, and discussions between the REC and the SEC are ongoing on this.

PM highlighted Grid Code modification [GC0156 'Implementation of the Electricity System Restoration Standard'](#). In October 2021, the Department for Business, Energy & Industrial Strategy (BEIS) issued a direction in accordance with Special Condition 2.2 of National Grid's Electricity System Operator's Transmission Licence implementing an Electricity System Restoration Standard (ESRS). This requires 60% of electricity demand to be restored within 24 hours in all regions and 100% of electricity demand to be restored within 5 days nationally. National Grid ESO is proposing a number of changes to the Grid Code to facilitate this. The Grid Code Panel has requested a joint Working Group with the DCode to discuss this further. Also, CUSC modifications [CMP343 'Transmission Demand Residual bandings allocation for 1 April 2022 implementation'](#) and [CMP340 'Consequential changes for the CMP343'](#) which had been put on hold will be reactivated and will

impact DCUSA CP [DCP388 'Amendments to Facilitate Appropriate Residual Charging for Sites with a Mix of Final and Non-Final Demand'](#).

CA raised an issue requesting capturing MHHS impacts as a separate item on the Central Modifications Register (CMR). PR suggested widening the current 'SCR impacts' field. CB highlighted that MHHS impacts could be flagged at the CCSG, and suggested implementing the CMR as a means identify cross-Code impacts on the MHHS programme. She will discuss further with Andrew Margan.

ACTION 36/02: The UNC to add a field to the CMR to indicate MHHS impacts.

ACTION 36/03: CB to discuss with Andrew Margan the potential benefits of using the CMR to keep up to date with MHHS impacts at the CCSG meeting.

The Forum **NOTED** the updates.

5. SHARING CACOP NEWS WITH THE INDUSTRY

PR demonstrated how the CACoP website has been updated to share primary news with the industry and discussed how news will be pushed via social media. Two drop down options have been added to the CACoP Newsletter section: CACoP News and CACoP Newsletter Archive. The challenge is to provide live content to make sure this is dynamic and relevant. PR highlighted that the CACoP now also has a LinkedIn page, this will extend the Forum's reach to Stakeholders and those who are directly interest in CACoP news.

PR welcomed the Forum to provide feedback and initiatives on this approach.

The Forum **NOTED** the Update.

6. APRIL 2022 CACOP NEWSLETTER DATES

DK provided an update on the content that is currently being drafted for the April 2022 CACoP Newsletter. The following items have been proposed:

- Highlighting the new News page on the CACoP website and the new CACoP LinkedIn page;
- Principle Focus article focusing on Principle 11;
- Grid and DCode update on the Technical Code Consolidation;
- Flagging the recent CACoP survey results;
- A potential update on the work to co-ordinate the standard release dates; and
- Introducing Tina Pearce as the new CACoP Forum Chair.

TL suggested adding a section on SCR updates and links to the Codes affected by these.

PR highlighted that the Central Switching Service (CSS) is going live in July and suggested reaching out to the CSS delivery group to contribute to an article for the April newsletter. TL agreed to provide a contact for this.

DK requested for the Forum members to send content and any further items to cacop@gemserv.com by 31 March 2021. The draft Newsletter content will then be circulated with the April 2022 meeting papers before the Forum approves the content at the Forum meeting on 12 April 2022. The final Newsletter will then be published and circulated in the week commencing 18 April 2022.

ACTION 36/04: TL to provide DK with a contact from the CSS Advisory Group.

The Forum **NOTED** the Update.

7. 2021 CROSS-CODE SURVEY REVIEW

PR highlighted the following recommendations from the outcomes of the 2021 Ofgem Cross-Code Survey:

- Look at the on-boarding process and how can users get 'up to speed' more quickly. This could include potentially using more straightforward language and reduce reliance on understanding of technical jargon;
- Increase the level of digitisation on all websites and documents to help users find relevant information to them;
- Ensure email communications have relevant headings, are easy to navigate, and are clear which user types they are relevant to. If 'smarter' personalised communication is possible to target information only where relevant, this would be a significant benefit; and
- Review cross-Code working and how the CACoP is currently working. This finding and recommendation from the 2019 survey appears to remain relevant at this time.

PR reminded the Forum to provide feedback of the report to address issues raised in order to deliver improvements to industry standards.

PR suggested a standalone workshop to go through the report in detail, discuss current best practice by Codes that scored highly on key survey question, and agree a plan of action and approach to addressing the recommendations. Additional representatives from each Code could also attend, if the regular Forum attendees were not the right people to participate in this. DK suggested convening in a face-to face meeting if possible.

ACTION 36/05: The Secretary (JD) to arrange a workshop for all relevant Codes to discuss the recommendations from the Cross-Code Survey and share potential improvements and current best practice, and to gauge whether attendees would like the workshop to be an in-person meeting or virtual.

8. ANY OTHER BUSINESS

YRH noted a UNC Panel member has questioned the CACoP Forum's approach to the guidance on the Modification proposal form, proposing a blank template with a separate guidance note as

opposed to the current format with guidance within the form itself. PR suggested the UNC provide an example of the desired template format at the next Forum meeting for discussion.

ACTION 36/06; The UNC to raise its proposed changes to the Modification proposal form template as an agenda item at the CACoP Forum meeting on 12 April 2022.

Also, YRH questioned the relevance of having an “awaiting implementation” status on the CMR. If it is agreed that a Modification is to be implemented, the UNC changes the status from “open” to “closed”. PR stated that a Modification appears on the CMR from the point of which it is raised and it going live, and considered that a Modification awaiting implementation is still ‘open’. Several other Codes also follow this approach. PR recommended that the UNC aligns with this approach that Modifications are deemed live until the point of implementation.

CA provided an item of business confirming that the BSC standard release date will remain on a Thursday regardless of the REC’s proposal to change the standard release date for Electricity Codes from Thursday to Friday. This is due to impacts the proposed changes might have on key dependencies of the BSC.

PR announced that he is stepping down as the Chair of the CACoP Forum and this is his last Forum meeting. Tina Pearce from the REC will be replacing him as the Chair for the remainder of the REC’s year chairing the Forum.

The Forum **NOTED** the updates.

9. SUMMARY AND MEETING CLOSE

The next CACoP Forum meeting will be held on 12 April 2022.

The Chair thanked everyone for attending and closed the meeting.