

CACoP Forum meeting 24

9 March 2021, 10:00 – 11:00

Teleconference

Final Minutes

Attendee	Representing
Paul Rocke (PR) (<i>Chair</i>)	IGT UNC
Holly Burton (HBu) (<i>Secretary</i>)	Gemserv
David Kemp (DK)	SEC
Eugene Asante (EA)	MRA
Amie Lauper-Bull (AL-B)	IGT UNC
Matthew Woolliscroft (MW)	BSC
Claire Kerr (CK)	BSC
Jennifer Groome (JG)	CUSC, Grid Code, STC
Helen Bennett (HB) (<i>part</i>)	UNC
Richard Colwill (RC)	DCUSA
Neil Brinkley (NB)	SPAA
Jonathan Coe (JC)	Ofgem
Jonathan Hawkins (JH) (<i>part</i>)	REC Code Manager
Colette Baldwin (CB) (<i>part</i>)	REC Code Manager

1. WELCOME AND INTRODUCTIONS

The Chair welcomed attendees to the meeting.

2. MEETING 23 MINUTES

The Secretary noted no comments were received on the minutes from CACoP meeting 23 which took place on 9 February 2021. The Forum approved the minutes as written.

3. ACTIONS UPDATE

Ref	Action	Update	Status
23/01	The SPAA (FM) to provide the UNC (HB) with wording highlighting how the CACoP Forum would benefit from future Xoserve attendance.	It was confirmed that the SPAA provided reasoning and points of input required by Xoserve to the UNC on 3 March 2021. Subsequently, this has since been forwarded on to the relevant representatives and the UNC is awaiting a response. This action has now been closed.	Closed
23/02	The Chair (PR) to invite the REC Code Manager to the March CACoP Forum meeting to update on the establishment of CCSG and what this will mean for the CACoP Forum moving forward.	Attendance was confirmed by the REC Manager (Jonathan Hawkins and Colette Baldwin), and an update was provided under Agenda Item 6. This action has now been closed.	Closed
23/03	Code Administrators to confirm a single point of contact for each Code who can confirm and co-ordinate any cross-Code changes within their Code.	It was confirmed that to date, key contacts have been received from MRA, UNC, BSC, SEC and National Grid ESO. As a result of this, it was agreed that the current list of cross-Code contacts would be circulated post-meeting in order for Codes that have not already done so to provide contact details offline. This action has now been closed.	Closed
23/04	The BSC to circulate the Horizon Scanner to CACoP members to make the necessary updates before it is reviewed at the meeting in April 2021.	The BSC has circulated the Horizon Scanner and has highlighted key areas for Codes to consider. This request was circulated alongside the meeting papers and Codes are requested to provide updates by Thursday 18 March 2021. The updated scanner will be discussed at the April 2021 meeting. This action has now been closed.	Closed

4. NEW CROSS-CODE CHANGES UPDATES

EA noted that the next MRA Development Board (MDB) is expected to be the last. The Issue Resolution Expert Group (IREG) is being used for pre-discussion on REC items, before to the new groups under the REC are established.

JG highlighted that [CMP363 & CMP364 'TNUoS Demand Residual charges for transmission connected sites with a mix of Final and non-Final Demand & Definition changes for CMP363'](#) has been raised to clarify the Transmission Network Use of System (TNUoS) Demand Residual charging arrangements for transmission connected sites that have a mix of Final and non-Final Demand. CMP364 is to support CMP363 by changing Section 11 to add/amend/remove definitions as needed. JG noted the final Modification Report will be presented to the CUSC Panel in August 2021 before being implemented in April 2022. It is likely that a subsequent DCUSA modification will be raised in conjunction with these CMPs.

RC highlighted [DCP349 'Effectiveness of the current provision of unsecured cover under Schedule 1'](#) which was raised to mitigate the financial risk associated with supply business failures by strengthening the criteria around the provision of unsecured cover and protect customers from increased socialised failure costs. This is currently being voted upon and this will determine whether the modification will be implemented on 24 June 2021. The other Codes progressing similar changes may want to note if a change in the DCP349 solution would impact their corresponding modifications.

PR noted that [IGT151 'Revisions to User Termination Provisions'](#) was raised on 4 March 2021, whereby changes are required to the IGT UNC (and UNC) following the implementation of the Corporate Insolvency and Governance Act 2020 ('CIGA'). Whilst the CIGA does not directly mandate change to the IGT UNC, it has the effect of limiting the circumstances in which a Termination Notice can be issued to a User. Therefore, it is appropriate to acknowledge these limitations in the IGT UNC. Whilst there are no consequential changes to other Codes, this modification has been raised to reflect the work undertaken within UNC modification 0743.

The CACoP Forum noted the updates.

5. APRIL 2021 CACOP NEWSLETTER

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

- News and Developments (such as major cross-Code modifications, activities, developments or innovations)
- Principle Focus on CACoP Principle 7 (which relates to Code Administrators facilitating alternative solutions to issues being developed to the same degree as an original solution)

DK requested for Code Administrators 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 2021 meeting papers before the Forum approves the content at the Forum meeting on 13 April 2021. A templated copy will then be circulated week commencing 19 April before finalising and issuing that week.

The Forum highlighted further items for consideration to be included:

- The REC is expecting to open nominations for seats within Committees at the beginning of April;

- National Grid ESO has carried out its Customer Satisfaction Survey and can share the results within the newsletter;
- Positive feedback has been received in relation to the Introduction to Code webinars held by National Grid ESO;
- The BSC and CUSC Panel Chairs have recently attended each other's meeting, and considered best practices; and
- The industry has given its support for the Forum to progress with the central CACoP website. The Chair attended the BSC Panel meeting in February 2021 where support was given subject to the Forum defining success criteria for the website.

ACTION 24/01: Code Administrators to provide cross-Code updates and newsletter items to cacop@gemserv.com by 31 March 2021.

6. OVERVIEW OF THE CROSS-CODE STEERING GROUP

JH provided an update to the Forum on the Cross-Code Steering Group being established under the REC, specifically highlighting the purpose, objectives, membership, ways of working, cross-Code compatibility, and next steps.

The purpose of this steering group is to support the development of change proposals that impact multiple industry Codes. As part of this, the group will;

- Assess each Modification/Change Proposal to determine whether there are cross-Code impacts;
- Where cross-Code impacts are identified, determine which is the 'Lead Code';
- Determine approach to impact assessment for Parties and service providers for cross-Code changes; and
- Ensure views of different Code parties and service providers are represented in the decision making process

As well as reviewing change proposals, the group will oversee changes and updates to metadata for messages and data items in the Data Specification alongside access arrangement in the REC Data Access Matrix.

In regard to membership, this will be made up of one individual from each Industry Code (REC, BSC, IGT UNC, UNC, DCUSA and SEC). The governance body (relevant Panel) will determine the representative with appropriate skill and knowledge to participate. This Panel will delegate authority to the representative to make decisions on the progress of technical change and other matters in the ToR.

The skill set may be different to the current CACoP Forum attendees as there will be a different focus and higher level of delegated authority and autonomy required. Service providers will be invited as required and by exception.

The CCSG will consist of a virtual group who will engage through email or alternative digital channels like the REC Portal and will have service level agreements (SLAs) to adhere to. Teleconference meetings will be held by exception where additional discussion is required. Each Code will be required to submit new Modifications to CCSG members for assessment, following its own initial assessment, with its views of cross-Code impacts.

Other Codes will be required to respond within an agreed timescale with assessment of any impacts to their Codes, and views on which Code should be the 'Lead Code'. In addition, the REC Portal functionality could support offline Impact Assessments through task allocation and voting functionality.

The Forum was also provided with a diagram highlighting each stage within the Impact Assessment.

JH highlighted that some Principles have already been set in relation to how the 'Lead Code' will be decided upon and their expectations alongside inputs. This will be determined based on the issue it is trying to resolve alongside the solution being developed and where the main impacts are, and not simply by which Code is 'most impacted'. For instance, if the intent of a change was primarily in line with the SEC objectives, it would make sense for the decision of this change to be approved by the SEC in accordance with its processes, even if there was a significant impact on another Code.

Where a Lead Code is appointed, it will set out the timetable for developing the change for all Codes, and the other Code Manager/Administrator(s) will progress their Modifications in accordance with this timetable.

The Lead Code will be responsible for determining whether to approve or reject the change proposals to their Code and other Codes, with other the other Codes' votes being treated as a recommendation.

The majority of BSC, UNC, SEC and DCUSA Modifications require a Working Group to be established to develop the modification to the code. The REC change process does not intend to use Working Groups to develop solutions to change proposals, with these being developed offline by the Code Manager. Consideration will therefore be required as to how the different change processes in each Code will adapt to following a Lead Code's timetable.

Codes will be responsible for managing messages and data items in the Data Specification where it is the metadata owner. Changes to other Code owned metadata is expected to be managed through their own change process. For example, changes to messages sent from Data Aggregators to the Supplier Volume Allocation Agent (SVAA) would be managed through an associated BSC Change Proposal or Modification, and approved by virtue of that BSC change being approved without needing a corresponding REC Change Proposal. The CCSG will be responsible for overseeing the process for updating metadata in the REC Data Specification. The process and method of notifying the REC Code Manager of approved changes, and these changes being implemented in the Data Specification, will need to be agreed (e.g. submission of the Final Modification Report, integration with EMAR, etc.).

JH highlighted that the CCSG needs to be established, with agreed ways of working by September 2021. He requested that the relevant Codes put forward an appropriate representative to help develop this process, ways of working and identify any issues/bottlenecks in the process.

The Chair highlighted that fundamentally, this is a different way of working for most Codes and will require the Industry to buy into these processes. It was questioned what obligation is being put on

other Codes to interact through the CCSG and REC processes. JH confirmed Ofgem has consulted upon legal text within its REC v2.0 Consultation and has been in touch with relevant Codes to advise of these changes within the legal text for each Code. This will require them to work with the CCSG, appoint a member, work to timetables and where to store metadata. These changes are currently being consulted upon and will be implemented as part of the Retail Code Consolidation (RCC) Significant Code Review (SCR) changes.

The Chair also noted that the CCSG is currently being designed around REC processes, and queried if this group is intended for discussion of changes where they impact on the REC or changes on any relevant Codes. JH confirmed any cross-Code changes are within the remit of that the CCSG, even if not impacting the REC. The REC has the obligation to establish a group and provide a Chair for the first year. The Chair will then rotate but the REC will continue to provide Secretariat support.

ACTION 24/02: Code Administrators to nominate an appropriate individual to develop the CCSG processes and inform the REC (JH and CB) at their earliest convenience.

7. ANY OTHER BUSINESS

The Chair highlighted that this was MW's last CACoP meeting as the BSC representative, and thanked him for his service and wished him well on future endeavours. CK will represent the BSC at future Forum meetings.

JG highlighted that National Grid would like further insight into Elexon's Working Group nomination process. CK agreed to provide further details of their nomination process offline.

ACTION 24/03: Elexon (CK) to update National Grid ESO (JG) regarding its Working Group nomination process.

JC noted that Ofgem is looking to run the cross-Code survey in 2021, with this expected to happen over the Summer. Ofgem would welcome feedback on this. PR noted the timing would mean the MRA and the SPAA would be in their final months before being closed down, and queried the relevance of including these Codes in the survey.

No further items of business were raised.

8. SUMMARY AND MEETING CLOSE

The next CACoP Forum meeting will be held on 13 April 2021.

The Chair thanked everyone for attending and closed the meeting.