DCP 311 Working Group Meeting 05

09 April 2018 at 10:00am

Web-Conference

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| **Attendee** | Company |
| **Working Group Members** | |
| Andrew Enzor [AE] | Northern Powergrid |
| Chris Ong [CO] | UKPN |
| Claire Campbell [CC] | Scottish Power Energy Networks |
| Dave Wornell [DW] | Western Power |
| **Observers** | |
| Edda Dirks [ED] | Ofgem |
| **Code Administrator** | |
| John Lawton [JL] (Chair) | ElectraLink |
| Joe Underwood [JU] (Technical Secretariat) | ElectraLink |

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| **Apologies** | Company |
| Simon Yeo [SY] | Western Power |

1. Administration
   1. The Chair welcomed the members to the meeting.
   2. The Working Group reviewed the “Competition Law Do’s and Don’ts”. All Working Group members agreed to be bound by the Competition Laws Do’s and Don’ts for the duration of the meeting.
   3. The Working Group reviewed the minutes from the previous meeting and agreed they were an accurate reflection of discussions held.
2. Purpose of the Meeting
   1. The Chair set out that the purpose of the meeting was to review the draft Change Report and the legal text received from the legal advisors.
3. Review of DCP 311 draft Change Report
   1. The Working Group reviewed the draft Change Report and made some drafting amendments, which can be found in Attachment 1.
   2. Below are some of the main amendments made:
      * + Restructured paragraph 1.3 to ensure clarity of the different NUF caps and collars interpretations;
        + Some rewording of the table found in paragraph 4.28;
        + Amend paragraph 5.2 and 5.3 to state that the Working Group unanimously considers that DCUSA Charging Objectives one, three and six are better facilitated by DCP 311; and
        + Some minor rewording and formatting changes to help the flow of the document.
   3. During the meeting some actions were taken to further amend the Change Report.

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| ACTION – 05/01: AE to amend the Change Report to reference the different NUF caps and collars interpretations. |
| ACTION – 05/02: AE to restructure the table in paragraph 4.28 to avoid confusion as to the value of “t”. |
| ACTION – 05/03: AE to insert a column in the table in paragraph 4.28 on when the NUFs are calculated. |
| ACTION – 05/04: The Secretariat to update the Change Report with the changes agreed in the Working Group meeting, amend dates due to the submission being to the May Panel and circulate to AE. |
| Action – 05/05: Working Group to review the change report |

1. Review of DCP 311 legal text
   1. The Chair explained to the Working Group that the legal advisors had raised two points regarding the legal text sent to them following the last DCP 311 meeting:
      * + The first being there was an omission of “caps and” in paragraph 18.7 of Schedule 18. The insertion of which would make this consistent with Schedule 17; and
        + Due to the deletion of some tables, the table numbering in the legal text has been offset. Following discussions, the Working Group agreed that, to avoid having to renumber or state not used when a table is deleted, the paragraph number that the table is contained within will be used to indicate what that table number will be e.g. paragraph 6 will also contain Table 6, and if there are two it will be Table 6 and Table 6A.
   2. The revised legal text can be found as Attachment 2.
2. Work Plan
   1. The Working Group agreed the next steps as follows:
      * + AE and the Secretariat to make amendments to the Change Report and circulated to the Working Group by 23 April 2018;
        + Working Group to review and approve changes by 30 April 2018; and
        + The Change Report to be submitted to DCUSA Panel on 09 May 2018.
   2. The DCP 311 work plan can be found as Attachment 3.

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| ACTION – 05/06: The Secretariat to circulate the amended Work Plan with the draft minutes |

1. Agenda Items for the Next Meeting
   1. None
2. Any Other Business
   1. There were no items of Any Other Business and the Chair closed the meeting.
3. Date of Next Meeting
   1. A next date was not agreed upon
4. Attachments

* Attachment 1 – DCP 311 draft Change Report
* Attachment 2 – DCP 311 legal text
* Attachment 3 – DCP 311 work plan

New and open actions

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| **Action Ref.** | Action | Owner | Update |
| 05/01 | AE to amend the Change Report to reference the different NUF caps and collars interpretations | Andrew Enzor | Open |
| 05/02 | AE to restructure the table in paragraph 4.28 to avoid confusion as to the value of “t”. | Andrew Enzor | Open |
| 05/03 | AE to insert a column in the table in paragraph 4.28 on when the NUFs are calculated. | Andrew Enzor | Open |
| 05/04 | The Secretariat to update the Change Report with the changes above and amended dates due to the submission being to the May Panel and circulate to the AE. | Secretariat | Closed |
| 05/05 | Working Group to review the change report | Working Group | Open |
| 05/06 | The Secretariat to circulate the amended Work Plan with the draft minutes | Secretariat | Closed |

Closed actions

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| **Action Ref.** | Action | Owner | Update |
| 04/01 | The Secretariat and Chair to the Draft Change Report and circulate to the Working Group for comment on 23 March 2018 | Chair and Secretariat | Closed |
| 04/02 | The Secretariat to send the proposed legal text to the legal advisors | Secretariat | Closed |
| 04/03 | The Secretariat to circulate the amended Work Plan with the draft minutes | Secretariat | Closed |
| **01/01** | The Proposer to redraft the Legal Text in line with the discussions held | Proposer | Closed |
| **01/02** | The Chair to review the DCP 138 legal text associated with each year | Chair | Closed |
| **01/03** | The Secretariat to draft the Consultation with additional questions agreed by the Workgroup | ElectraLink | Closed |
| **01/04** | The Proposer to provide a supporting paragraph outlining the justification for the change in implementation date | Proposer | Closed |
| **01/05** | The Secretariat to circulate the amended Work Plan with draft minutes | ElectraLink | Closed |
| **02/01** | The Secretariat to amend the Draft Consultation in line with discussion held and circulate the new draft round the Working Group | ElectraLink | Closed |
| **02/02** | The Proposer to draft some text for use in the consultation to outline the interaction between DCP 138 and 178 and give an overview of the tables in Schedule 17 table 7 and Schedule 18 table 23 for years 2020/21 onwards | Proposer | Closed |
| **02/03** | The Proposer to redraft the Legal Text in line with the discussions held | Proposer | Closed |
| **02/04** | The Secretariat to circulate Legal Text to the Working Group with draft minutes | ElectraLink | Closed |
| **02/05** | The Secretariat to circulate the amended Work Plan with draft minutes | ElectraLink | Closed |
| **03/01** | The Chair to amend the Draft Consultation in line with discussion held and circulate the new draft round the Working Group for final comments | Chair | Closed |
| **03/02** | Working Group to provide comments by 09 February 2018 | Working Group | Closed |
| **03/03** | The Secretariat to circulate legal text to the Working Group with draft minutes | ElectraLink | Closed |
| **03/05** | The Secretariat to circulate the amended work plan with draft minutes | ElectraLink | Closed |
| **03/06** | The Secretariat to issue the DCP 311 Consultation to industry on 12 February 2018 | ElectraLink | Closed |