

# DCP 305 Working Group Meeting 05

09 March 2018 at 14:00pm

Skype Meeting

Attendee	Company
<b>Working Group Members</b>	
Andrew Enzor [AE]	Northern Powergrid
Anika Brandt [AB]	SSE
Chris Ong [CO]	UK Power Networks
Dave Wornell [DW]	WPD
<b>Code Administrator</b>	
John Lawton [JL] (Chair)	ElectraLink
Dan Fittock [DF] (Technical Secretariat)	ElectraLink
<b>Observers</b>	
Olivia Powess [OP]	Ofgem

## 1. Welcomes and Apologies

- 1.1 The Secretariat noted the welcome and apologies for this meeting.

## 2. Administration

- 2.1 The Working Group reviewed the minutes and agreed that they were a fair and accurate representation of the discussions held.
- 2.2 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. Purpose of the Meeting

- 3.1 The Secretariat set out that the purpose of the meeting is to review the DCP 305 Legal text and finalise the DCP 305 Change Report.

#### 4. Review of the DCP 305 Legal Text

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- 4.1 Working Group reviewed the DCP 305 legal text received from the DCUSA Legal Advisor, which can be found as Attachment 1. Upon review, there were some minor comments and amendments that were required:
- Some minor numbering updates for the purposes of the strikethrough text were required;
  - The footnote on Page 14 erroneously referred to DCP 243, which was updated to correctly reflect DCP 234; and
  - The last paragraph in Clause 45 was updated to more accurately reflect the intent of the proposal.
- 4.2 The Working Group agreed that following these updates, a final review by the DCUSA Legal Advisor was required, and ElectraLink took an action to submit this for an urgent review.

**ACTION 05/01 - ElectraLink**

#### 5. Review of the DCP 305 Change Report

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- 5.1 Working Group reviewed the DCP 305 Change Report and made a number of amendments, which can be found as Attachment 2. The main points of discussion were:
- It was agreed that an additional section under 'How?' would be required due to the recent changes to the legal text which moves legal text from Schedules 17 and 18 Section 24 to Schedule XX. ElectraLink agreed to take an action to include this new paragraph;

**ACTION 05/02 - ElectraLink**

- The clause numbers in Section 2 were updated due to a formatting error;
- The Working Group agreed that the review of the DCP 305 Consultation within the Change Report did not require Questions 1, 2 and 3 to be split out due to all respondents agreeing with the Working Group's views. ElectraLink took an action to summarise these three questions in a paragraph for easier reading;

**ACTION 05/03 - ElectraLink**

- Clause 4.28 was updated to add clarity as to the Working Group's agreed next steps; and

- It was agreed that Section 5 – Legal Text required re-wording to reflect the latest amendments to the Legal Text, and ElectraLink took an action to update this.

#### **ACTION 05/04 - ElectraLink**

- 5.2 Following the review, the Working Group agreed that once ElectraLink had made the required amendments to the document, this would be circulated to the Working Group for a final review before being submitted to the March DCUSA Panel.

#### **ACTION 05/05 – All Working Group Members**

## 6. Next Steps

- 6.1 The DCP 305 Working Group agreed to the following next steps:
- ElectraLink to update the draft Change Report and issue to Working Group members for final review by COB Monday 12 March;
  - ElectraLink to simultaneously send the updated Legal Text to the DCUSA Legal Advisor for final review by COB Monday 12 March; and
  - ElectraLink to submit the final Change Report to the March DCUSA Panel on Wednesday 14 March.

## 7. Any Other Business

- 7.1 There were no items of any other business discussed.

## 8. Date of Next Meeting

- 8.1 The Working Group reviewed the Work Plan and noted that their work had concluded. On this basis there are not further meetings expected.

## Attachments

- Attachment 1 – Updated DCP 305 Legal Text
- Attachment 2 – DCP 305 Draft Change Report with Working Group Comments

## Appendix 1: New and open actions

### Open actions

Action Ref.	Action	Owner	Update
<b>05/01</b>	To submit the updated DCP 305 Legal Text to the DCUSA Legal Advisor for an urgent review to be completed by 12 March 2018.	ElectraLink	Completed post-meeting.
<b>05/02</b>	To update the 'How?' section to reflect the recent changes to the legal text which moves legal text from Schedules 17 and 18 Section 24 to Schedule XX	ElectraLink	Completed post-meeting.
<b>05/03</b>	To summarise the first three Consultation questions in a paragraph for easier reading as part of the Consultation review in the Change Report.	ElectraLink	Completed post-meeting.
<b>05/04</b>	To update Section 5 – Legal Text in light of the recent changes to the DCP 305 Legal Text.	ElectraLink	Completed post-meeting.
<b>05/05</b>	To complete a final review of the DCP 305 Change Report ahead of submission to the March DCUSA Panel.	All WG Members	Completed post-meeting.

#### Closed Actions

Action Ref.	Action	Owner	Update
<b>04/01</b>	To review the DCP 305 updated Legal Text ahead of submission to the DCUSA Legal Advisor	All Working Group Members	Completed post-meeting.