

DCP 293 Working Group Meeting 03

24 August 2017 at 10:00am

Web-Conference

Attendee	Company
Working Group Members	
Claire Campbell [CC]	Scottish Power Energy Networks
Giao Le [GL]	SSE Networks
Oliver Day [OD]	UK Power Networks
Pat Wormold [PW]	Northern Powergrid
Sean Hennity [SH]	Ofgem
Simon Yeo [SY]	Western Power Distribution
Code Administrator	
Dylan Townsend [DT] (Chair)	ElectraLink
Hollie Nicholls [HN] (Technical Secretariat)	ElectraLink
Joseph Underwood [JU] (Observer)	ElectraLink

Apologies	Company
Julia Haughey	EDF Energy

1. Administration

- 1.1 The Chair welcomed the members to the meeting.
- 1.2 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.
- 1.3 The Working Group agreed that the minutes from the previous meetings held on 21st March and 14th July 2017 were a true reflection of the discussions held.

2. Purpose of the Meeting

- 2.1 The Chair set out that the purpose of the meeting was to review and finalise the DCP 293 Change Report and legal text.

3. Review of the DCP 293 Change Report

- 3.1 The Working Group reviewed the draft Change Report and amendments were made to reflect the tracked changes and comments made by Working Group members prior to the meeting. Subject to the actions below, the Working Group approved the final Change Report and the Secretariat agreed to circulate a copy with the minutes for the final review of the Working Group. A copy of the finalised version of the Change Report can be found as Attachment 1 to these meeting minutes.

ACTION 03/01: ElectraLink to amend Change Report as follows:

- **Accept all tracked changes to the text that were proposed by Working Group Members**
- **Add text to note that other Change Proposals may no longer be impacted due to the DCP 293's implementation date change, should DCP 293 be approved.**
- **Remove references to Change Proposals which have recently been rejected or withdrawn. Namely DCPs 251, 252 and 274.**
- **Insert text to make clear the first Charging Year that would be impacted by DCP 293, should it be approved.**

4. Review of the DCP 293 Proposed Legal Text

- 4.1 The Working Group reviewed the draft legal text which had been issued prior to the meeting. Minor amendments were made during the meeting which reflect the decisions made by the Working Group. A copy of the amended draft legal text can be found as Attachment 2 to these meeting minutes.
- 4.2 The Chair of the Working Group agreed to clarify internally whether a further review would be needed by the legal advisors, if so, the Secretariat will organise for this to happen before submission to the DCUSA Panel.

ACTION 03/02: Electralink to forward the Legal Text to the Legal Advisors, if appropriate.

5. Work Plan

- 5.1 The Chair confirmed that DCP 293 report will be sent to the Panel on the 13th September 2017. An updated version of the Work Plan can be found as Attachment 3.

6. Any Other Business

- 6.1 There were no items of AOB. The Chair thanked the Working Group Members for their contributions and closed the meeting.

7. Date of Next Meeting

7.1 The Chair confirmed that there would be no further meetings.

8. Attachments

- Attachment 1 – DCP 293 Final Change Report
- Attachment 2 – DCP 293 Legal Text
- Attachment 3 – Updated DCP 293 Work Plan

New and open actions

Action Ref.	Action	Owner	Update
03/01	<p>ElectraLink to amend Change Report as follows:</p> <ul style="list-style-type: none"> • Accept all tracked changes to the text that were proposed by Working Group Members • Add text to note that other Change Proposals may no longer be impacted due to the DCP 293's implementation date change, should DCP 293 be approved. • Remove references to Change Proposals which have recently been rejected or withdrawn. Namely DCPs 251, 252 and 274. • Insert text to make clear the first Charging Year that would be impacted by DCP 293, should it be approved. 	ElectraLink	
03/02	Electralink to forward the Legal Text to the Legal Advisors, if appropriate.	ElectraLink	

Closed actions

Action Ref.	Action	Owner	Update
01/01	Draft the legal text and circulate to Working Group members for review next week.	Oliver Day	Completed

01/02	Draft the DCP 293 consultation and circulate to the Working Group on the 28 March 2017 for review.	ElectraLink	Completed
02/01	The minutes from the March meeting to be circulated for review and comment by Working Group Members.	Working Group Members	Completed
02/02	The chair to inform other change proposal working groups of the decision to accept the three-month time window for changes to the charging methodologies ahead of the 15-month price change notification period.	Dylan Townsend	Completed
02/03	The Chair of the Working Group agreed to forward the draft legal text to the legal advisors for their approval.	Dylan Townsend	Completed