

DCP 248 Working Group Minutes

Meeting Name	DCP 248 Working Group
Meeting Number	04
Date	8 December 2015
Time	13:00
Venue	Web-Conference

Attendee	Company
George Moran [GM] (Chair)	British Gas
Paul Bedford [PB]	Opus Energy
Andrew Neves [AN]	Engage Consulting
Bethany Hanna [BH]	Ofgem
Tim Porter [TP]	SSE
Pat Wormald [PWo]	Northern Powergrid
Peter Waymont [PWa]	UKPN
Lee Wells [LW]	Northern Powergrid
Siu Yau [SY]	Scottish Power
Simon Yeo [SY]	WPD
Maria Hesketh [MH]	Scottish Power
Bernard Kellas [BK]	SSE
Daniel Hickman [DH]	Npower
Rosalind Timperley [RT] (Secretariat)	ElectraLink

Apologies	Company
Donald Preston [DP]	SSEPD
Richard Vernon [RV]	Npower
Helen Fosberry [HF]	Eon Energy

1 ADMINISTRATION

- 1.1 All Working Group members agreed to be bound by the “Competition Laws Do’s and Don’ts” for the duration of the meeting.
- 1.2 The Working Group agreed the minutes of the meeting, held on 4 November 2015, as a true and accurate record.
- 1.3 The Group reviewed the open actions; updates on all actions have been provided in Appendix 1.

2 REVIEW OF CONSULTATION RESPONSES

- 2.1 The Working Group reviewed the responses to questions one and two of the DCP 248 consultation. The responses received, along with the Working Group’s comments, are provided as Attachment 1.
- 2.2 It was agreed that a further meeting should be scheduled to review the responses to the remaining questions.

- 2.3 ElectraLink took an action to prepare a summarised version of the consultation responses for review at this next meeting.

Action 04/01: ElectraLink

3 WORK PLAN

- 3.1 The Working Group reviewed the Work Plan and proposed a number of amendments which can be found within Attachment 2. The initial next step for the progression of the CP is as follows:
- ElectraLink to circulate potential meeting dates to Working Group members and, based on member availability, schedule the next two meetings of the group.

4 ANY OTHER BUSINESS

- 4.1 There was no further business and the Chair closed the meeting.

5 NEXT MEETING

- 5.1 The next meeting is date is to be confirmed.

APPENDIX A: SUMMARY OF ACTIONS**NEW AND OPEN ACTIONS**

Action Ref.	Action	Owner	Update
03/03	Determine if you have any information that could be shared with the group regarding the cost of issuing invoices (as this may assist in materiality threshold discussions)	All	On going
04/01	Prepare summarised version of the consultation responses	ElectraLink	

ACTIONS CLOSED AT THE MEETING

Action Ref.	Action	Owner	Update
03/01	Update the DCP 248 consultation document to capture the alternative options proposed by the group.	ElectraLink	Complete
03/02	Produce worked examples of the alternative options for inclusion in the consultation document.	GM	Complete
03/04	Consider how the materiality threshold analysis could be presented in a clearer format Provide commentary to accompany the materiality threshold analysis.	All GM	Complete
03/05	Prepare legal text for the alternative options	GM & PW	Complete