

DCP 214 Working Group Minutes

Meeting Name	DCP 214 Working Group
Meeting Number	4
Date	9 December 2014
Time	10:00
Venue	Royal Institute of British Architects, 66 Portland Place, London, W1B 1AD

Attendee	Company
Kevin Woollard (KW) (Chair)	British Gas
Amanda Rooney [AR] (teleconference)	Ofgem
Angus Rae [AR] (teleconference)	SSE Distribution
Julia Haughey (JH)	EDF
Maria Hesketh (MH) (teleconference)	Scottish Power
Peter Waymont [PW] (teleconference)	UK Power Networks
Sasha Pearce (SP)	Npower
Stacey Buck [SB] (teleconference)	Brookfield Utilities
Tony Savka [TS] (teleconference)	ENWL
Michael Walls [MW]	ElectraLink Limited
Katherine Rushton [KR]	ElectraLink Limited

Apologies	Company
Peter Collinson (PC)	Northern Powergrid

1 ADMINISTRATION

- 1.1 KW was appointed as Chair of the meeting.
- 1.2 The Working Group (WG) reviewed the “Competition Law Dos and Don’ts”. All Working Group members agreed to the terms set out in the document.

2 REVIEW OF THE CONSULTATION RESPONSES

- 2.1 The WG reviewed the consultation responses (see Attachment 1)
- 2.2 Following the review of the responses received, the WG concluded that of the options considered within the consultation:
 - the vast majority of respondents were not in favour of Options 1 and 2;
 - there was some support for option 3, but there were concerns that the use of a two-tier voting system would be in breach of the Licence. AR mentioned that, although she would need to consult with lawyers before the next Working Group meeting, it was possible to amend the Licence terms if this is the solution that Working Group wishes to progress; and
 - there was support for Option 4.
- 2.3 Therefore, the WG decided that Options 3 and 4 warranted further investigation.

2.4 Following review of the comments received, the WG agreed that the following amendments to the current voting process should be considered:

- the text box on the voting form is labelled as 'optional' to ensure that Parties that don't wish to comment are not precluded from the voting process;
- the standard voting period for Change Proposals (CPs) is increased from two to three weeks, allowing the DCUSA Panel discretion to consider exceptions such as urgent CPs;
- an email reminder of vote closing dates and the monthly Change Register is circulated to DCUSA Parties to encourage wider participation in the voting process; and
- the use of optional online voting buttons for the voting process are considered to encourage more participation in the voting process, while still allowing Parties to vote by conventional means.

3 NEXT STEPS

3.1 The next steps for DCP 214 were agreed as follows:

- PW and KW will produce a Straw man proposal for Option 3, which will be circulated to the WG in the middle of January 2015.

ACTION 04/01: PW/KW

- PW will produce a Straw man proposal for Option 4, which will be circulated to the WG in the middle of January 2015.

ACTION 04/02: PW

- A meeting will be arranged for the end of January to discuss the two proposals mentioned above and to determine which proposal to take forward.

ACTION 04/03: ELECTRALINK

- A paper will be produced for the next DCUSA Panel meeting with the following suggested amendments to the DCUSA voting process:
 - the text box in the voting form is clearly labelled as optional;
 - the voting period is amended from two to three weeks;
 - a reminder is circulated to contract managers; and
 - the use of optional online voting buttons is considered to encourage more participation in the DCUSA voting process.

ACTION 04/04: ELECTRALINK

4 ANY OTHER BUSINESS

4.1 There were no items of any other business.

5 NEXT MEETING – JANUARY 2015

- 5.1 The Working Group agreed to meet at the end of January to review the draft proposals for Options 3 and 4. ElectraLink will send out proposed dates for the Working Group to choose from in order to schedule the meeting.

APPENDIX A: SUMMARY OF ACTIONS

NEW AND OPEN ACTIONS

Action Ref.	Action	Owner	Update
04/01	Produce a Straw man proposal for Option 3, which will be circulated to the WG in the middle of January 2015.	Kevin Woollard Peter Waymont	
04/02	Produce a Straw man proposal for Option 4, which will be circulated to the WG in the middle of January 2015.	Peter Waymont	
04/03	Arrange a meeting of the WG for the end of January 2015.	ElectraLink	
04/04	Produce a paper for the next DCUSA Panel meeting with the suggested amendments to the DCUSA voting process.	ElectraLink	