

Minutes

Meeting Name	DCP 206 Working Group
Meeting Number	06
Date	24 September 2014
Time	10:00
Location	Teleconference/Webinar

Attendee	Representing
Franck Latremoliere [FL] (Chair)	Reckon LLP
Chris Ong [CO]	UK Power Networks
Steven Inglis [SI]	Northern PowerGrid
Keith Burwell [KB]	Ofgem
Richard Ellis [RE]	Western Power Distribution
Michael Walls [MW] (Secretariat)	ElectraLink Limited

1 ADMINISTRATION

- 1.1 Apologies were received from Mo Sukumaran (SSE Distribution), Kathryn Evans (SP Power Distribution), Wendy Mantle (SP Power Distribution) and Mike Attree (ENWL).
- 1.2 The minutes of the previous meeting were agreed without amendment.
- 1.3 The actions from the previous meeting, along with those opened and closed at this meeting are included as Appendix A.

2 COMPETITION LAW

- 2.1 The Working Group then reviewed the “CDCM Competition Law Dos and Don’ts” and all Working Group members agreed to the terms set out in the document.
- 2.2 It was noted to the Working Group members that the guidance is published on the DCUSA website with the meeting papers.

3 REVIEW OF THE DRAFT CHANGE REPORT

- 3.1 The Working Group then reviewed the draft Change Report. The amendments agreed by the Working Group are shown in tracked changes and are included as Attachment 1.

4 WORK PLAN AND NEXT STEPS

- 4.1 The Working Group then discussed the Work Plan and next steps for DCP 206. It was agreed that since there was still some ambiguity within the Change Report document regarding the “Working Group Final Conclusions” that the draft report should be circulated to the entire Working Group again for comments and further drafting.
- 4.2 ElectraLink took the action to circulate the draft Change Report as amended within the meeting to all the Working Group members for final comments. It was agreed to give the members approximately one week for comments.
- 4.3 The Working Group agreed the following work plan:
 - ElectraLink to email the draft Change Report to the Working Group for final comments – specifically asking for amendments/comments to Section 9 which focusses on the “Working Group Final Conclusions”
 - ElectraLink to schedule a teleconference/webinar for 7 October 2014 in order to review the finalised Change Report before it is submitted to the Panel

5 ANY OTHER BUSINESS

- 5.1 There were no other items of business raised at the meeting.

6 DATE/LOCATION OF NEXT MEETING

- 6.1 The next meeting of the Working Group will take place via teleconference/webinar from 10:00 on 7 October 2014.

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

Action Ref.	Action	Owner	Update
06/01	ElectraLink to progress the CP through the Work Plan, and its associated actions, as agreed by the Working Group. Including following up on all actions by other WG members for the next meeting	ElectraLink	

ACTIONS AGREED CLOSED AT THE MEETING

Action Ref.	Action	Owner	Update