

DCP 203 Working Group Minutes

Meeting Name	DCP 203 Working Group
Meeting Number	11
Date	19 June 2015
Time	14:00
Venue	Teleconference/Webinar

Attendee	Company
Neil Fitzsimons [NF] (Chair)	Brookfield Utilities
Donna Townsend [DT]	ESP Electricity
Sarah Marsden [SM]	Northern Powergrid
Lesley Ferrando [LF]	Ofgem
Chris Ong [CO]	UK Power Networks
Michael Walls [MW] (Secretariat)	ElectraLink

1 ADMINISTRATION

- 1.1 There were apologies received from Andrew Enzor (Northern Powergrid) and Nigel Birchley (Power Data Associates).
- 1.2 The minutes of the previous meeting were agreed without amendment.
- 1.3 A list of the actions both opened and closed at this meeting is included as Appendix A.

2 COMPETITION LAWS DO'S AND DON'TS

- 2.1 The Working Group reviewed the "Competition Law Dos and Don'ts". All Working Group members agreed to the terms set out in the document.

3 REVIEW THE DRAFT CHANGE REPORT

- 3.1 The Working Group reviewed the draft Change Report. The full document including the Working Group comments is included as Attachment 1.
- 3.2 The Working Group agreed that some additional text should be included within the Change Report in regard to the legal drafting; NF and DT agreed to draft this during the review of the Change Report.

Action 11/01: DT and NF

- 3.3 ElectraLink to finalise all formatting issues on the document once the review is complete.

Action 11/02: ElectraLink

- 3.4 ElectraLink to send the draft Change Report to the Working Group for review, with a deadline of 30 June 2015.

Action 11/03: ElectraLink and WG Members

- 3.5 ElectraLink to send the draft legal text to the DCUSA legal advisors for final review.

Action 11/04: ElectraLink

4 NEXT STEPS

4.1 The DCP 203 Working Group agreed that the next steps as follows:

- ElectraLink to issue the draft Change Report to the Working Group for review
- Working Group members to review the Change Report by 30 June 2015
- ElectraLink to finalise all formatting issues
- ElectraLink to send final legal text to the DCUSA legal advisors

5 ANY OTHER BUSINESS

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

6 NEXT MEETING

6.1 The Working Group will likely not meet again, unless there are any significant issues identified within the draft Change Report or legal text that cannot be addressed over email.

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

Action Ref.	Action	Owner	Update
10/01	NF and DT agreed to include a section within the Change Report to demonstrate that the impact on cost reflectivity has been considered.	DT and NF	Ongoing 19/06/15 – DT and NF will complete this action and send out to the Working Group for review
10/02	The Working Group agreed to email SSE for further information regarding their response to Question 1 of the consultation. In particular, what about the analysis that they perceived not to be robust.	ElectraLink	Ongoing ElectraLink has sent an email to this DNO respondent, but has not received a reply to date. It was agreed for ElectraLink to send a follow up email.
10/03	The Working Group agreed to write back to WPD and ask if they could provide more clarification on what issues they perceive with the legal text as indicated within their response to Question 3 of the consultation; and to also offer a teleconference to address the issues to go forward.	ElectraLink	Ongoing ElectraLink has sent an email to this DNO respondent, but has not received a reply to date. It was agreed for ElectraLink to send a follow up email.

CLOSED ACTIONS

Action Ref.	Action	Owner	Update
10/04	The Working Group agreed to draft detailed text within the Change Report describing how this CP better facilitates the relevant DCUSA Objectives.	ElectraLink	