

DCP 138 Working Group Minutes

Meeting Name	DCP 138 Working Group Meeting
Meeting Number	09
Date	6 July 2015
Time	2pm
Venue	Web-Conference

Attendee	Company
Simon Yeo [SY] (Chair)	WPD
Claire Campbell [CC]	SP Energy Networks
Mei Cao [MC]	UKPN
Steven Inglis [SI]	Northern Powergrid
George Moran [GM]	British Gas
Keith Burwell [KB]	Ofgem
Rosalind Timperley [RT] (Secretariat)	ElectraLink

1 ADMINISTRATION

- 1.1 No apologies received prior to the meeting.
- 1.2 The Working Group confirmed that they agreed to the terms set out in the “Competition Law Dos and Don’ts”.
- 1.3 The minutes of the last meeting were reviewed and approved with the following amendments:
 - Add the word ‘text’ after ‘legal’ to paragraph 2.2
 - Revise the wording in paragraph 2.3 and 2.4
- 1.4 The Working Group approved the tracked changes to the minutes.
- 1.5 The group reviewed the open actions and are shown in Appendix A.

2 REVIEW OF CONSULTATION DOCUMENT

- 2.1 The Working Group reviewed the DCP 138 consultation document. The latest version of the consultation, with the amendments agreed at the meeting shown as tracked changes, is provided as Attachment 1.
- 2.2 During the review of the consultation document, it was agreed that questions which had been asked during the first consultation should not be repeated in the second consultation. It was also noted that with only three questions remaining, it was not necessary to have as long a consultation response period as normal. The revised consultation document is provided at Attachment 2.

3 REVIEW OF LEGAL TEXT

- 3.1 The Working Group noted that the legal text was still with the DCUSA Legal Advisor for review. It was agreed that the DCP 138 consultation should not be issued until this legal text is received back from the legal advisor.

4 WORK PLAN

4.1 The Working Group reviewed the DCP 138 work plan. This is provided as Attachment 2. The initial next steps for the progression of the CP are as follows:

- Working Group members to review the consultation document by 2pm on 7 July 2015;
- ElectraLink to issue the consultation document in the afternoon of 7 July, subject to the legal text being received by this date; and
- Working Group to meet on 20 July to review consultation responses and the draft Change Report.

5 ANY OTHER BUSINESS

5.1 There were no items of any other business.

6 DATE OF NEXT MEETING

6.1 The Working Group will next meet on 20 July 2015 at 2pm via teleconference/webinar in order to review the consultation responses.

APPENDIX A: SUMMARY OF ACTIONS

NEW AND OPEN ACTIONS

Action Ref.	Action	Owner	Update
05/05	Progress the change according to the Work Plan for this meeting.	ElectraLink	Ongoing
08/02	With regards to the DCP 138 Legal Text: <ul style="list-style-type: none"> Working Group to review the revised legal text ex-committee. ElectraLink to send the legal text to the legal advisor after review by the Working Group. 	Working Group ElectraLink	The legal text is currently with the DCUSA Legal Advisor for review.

ACTIONS AGREED CLOSED AT THE MEETING

Action Ref.	Action	Owner	Update
08/01	Draft a consultation document for review at the next Working Group Meeting.	ElectraLink	Closed
08/03	Circulate the updated work plan to the Working Group.	ElectraLink	Closed