

## Minutes and Actions Arising from Meeting No.79 Held on 1 May 2008 via teleconference

### Present:

Duncan Burt	DB	Panel Chairman
Beverley Viney	BV	Secretary
Hedd Roberts	HR	Panel Member (National Grid)
Tony Dicicco	TD	Panel Member (Users Member)
Paul Jones	PJ	Panel Member (Users Member)
Paul Mott	PM	Panel Member (Users Member)
Garth Graham	GG	Panel Member (Users Member)
Bob Brown	BB	Panel Member (Users Member)
Barbara Vest	BAV	Panel Member (Users Member)
Simon Lord	SL	Panel Member (Users Member)
Jenny Booth	DG	Authority Representative

### In Attendance:

Andrew Truswell	AT	National Grid
Dave Wilkerson	DW	Alternate Panel Member (Users Member)

## 1 Introductions/Apologies for Absence

1514. Apologies were received from Hugh Conway

## 2 Discussion of Working Group Membership for CAP161-166

1515. AT had distributed a list of Working Group nominees to the CUSC Panel prior to the meeting, which he confirmed to the Panel was a manageable number and therefore recommended that the nominees for each of the three Working Groups be accepted by the CUSC Panel.
1516. The Panel confirmed their agreement to the nominations and confirmed that they believed it to be a good cross section of parties and representation on the groups.
1517. It was noted that no Distributors are currently represented and it was agreed that National Grid will keep the DCUSA Panel informed of the three Working Groups, and that there is the facility for the CUSC Panel or Working Group Chairman to add to the Working Group membership if required (CUSC 8.17.5).
1518. AT confirmed that the 15 nominees for Working Group 1 (CAP161-164) & Working Group 2 (CAP165-166) and 12 nominees for Working Group 3 (CAP161-166 enabling sub group) did not include the Chair, Technical Secretary, Ofgem representative or Amendment Proposer. AT also recommended that the CUSC Panel formally invited a STC representative as per CUSC 8.17.3. This implied that the attendees at meetings could number between 18 (Working Group 3 –see para 13 below) and 20 (Working Groups 1 & 2).
1519. The Panel unanimously agree for the STC Panel to be invited to send a representative to the Working Groups.

**Action: BV to write to STC chair**

1520. GG enquired about who, besides the Working Group members, would be able to vote at Working Group meetings. GG noted that it would seem appropriate that the Chair and Amendment Proposer would have a vote whilst the Technical Secretary, Ofgem and STC representatives (or any other Observers) would not have a vote. Confirmation of who has voting rights will be included in each Working Group terms of reference. It will also be clarified at the first Working Group of each one how this voting right will work when a Working Group Member has a designated Alternate who attends in their absence.
1521. BB recommended that each Working Group had strict process guidelines supported by the CUSC Panel, these would include the meetings starting on time regardless of late members. This was fully supported by the Panel and it was agreed that these would be discussed and documented at the first meeting of each Working Group

**Action: HR in his capacity as Working Group Chair**

1522. Due to the large number of Working Group members and room logistics GG recommended that only the Member or their designated Alternate could attend a meeting not both unless they had previously notified the Working Group Chairman no later than two working days in advance and obtained consent (from the Working Group Chairman) to both attend. It was also recommended that any observers should also notify the Working Group Chairman no later than two working days in advance and obtained consent (from the Working Group Chairman) to attend prior to the meeting, due to the logistics of room size etc. This was unanimously agreed by the CUSC Panel and will be included in the Working Group Terms of Reference.

**Action: HR in his capacity as Working Group Chair**

1523. It was agreed that if any Working Group Member wanted to nominate a designated Alternate (to act in this capacity for the duration of the process) then this would be sent to the Chairman once the Working Groups were under way.
1524. AT notified the Panel that some parties had nominated more than one Working Group Member, and that in these instances the CUSC Panel members from these companies had advised who their Working Group nominee was going to be, in the interest of limiting their representation to one member per Working Group.
1525. The Panel agreed that they were comfortable that it appeared on paper that SSE had two members of Working Groups 1 (CAP161-164) and 2 (CAP165-166) as one of the nominations was actually on behalf of the Scottish Renewable Forum (SRF) and had no contractual relationship with SSE (who had stepped forward to provide a CUSC party to enable the SRF to be nominated to the Working Groups) .
1526. AT brought to the Panel's attention that Ian Moss had wished to participate in the Working Groups but had been unable to secure a CUSC Party to nominate him in time. PM confirmed that EDF would nominate Ian Moss for Working Group 3 (the enabling sub-group). As with the SSE nomination for SRF, the Panel noted that EDF were stepping forward to provide a CUSC party to enable Ian Moss to be nominated to the Working Group. AT would inform Ian Moss that the Panel had agreed to his membership of Working Group 3.

**Action: AT**

1527. AT also brought to the Panel's attention David Walker's offer to be an alternate for any Working Group Member representing a Renewable CUSC party, it was agreed that AT would forward this offer to the relevant Working Group Members.

**Action: AT**

## CUSC Amendments Panel

1528. AT clarified the reasoning for two RWE candidates for Working Group 3 (the enabling sub-group) which included that it is expected that this group would not have any voting obligations and hence it would not be unreasonable for two nominees from the same company. This was accepted by the CUSC Panel and the nominees were unanimously agreed.
1529. HR asked if anyone had any suggestions or ideas for the ground rules of the Working Group to either bring them to the first Working Group meeting for discussion or send them to HR prior to the first Working Group meeting.

**Action: ALL**

1530. It was asked if a diary of the Working Group meetings had been published, BV confirmed that this was now available on the National Grid website, BV will send a link to all Panel Members.

**Action: BV**

### **3 Next Meeting**

1531. The next CUSC Panel meeting will be held on Friday 16<sup>th</sup> May at National Grid House, Warwick Technology Park, Gallows Hill, Warwick, CV34 6DA.