

Attendees	Apologies
Mo Sukumaran (SHET) Chair Donald Preston (SHET) Emma Clark (SHET) Technical Secretary Ian Fothergill (SHET) James Robb (SHET) Mary Owen (NGET) Stuart Boyle (NGET) Shinlei Schlaff (NGET) Donald Smith (Ofgem) Deborah MacPherson (SPTL)	Sean Kelly (Transmission Capital) Liz Statham (NGET) Chris Elderfield (SPTL) Alan Kelly (SPTL) Wendy Mantle (SPTL)

Open Actions:

Ref	Action	Assigned to	Comments	Status	Onshore/ Offshore	Revised Date for completion
CH042	STCP19-6 Working Group to update ChUG members of progress.	NGET – SS 26-09-13	Next meeting scheduled for 30/10/14	Ongoing	Onshore/ Onshore	28-11-14
CH056	Links to TO Charging Statements to be published on Ofgem and National Grid websites	NGET & Ofgem 03-09-14		Open		30-09-14
CH057	Update STCP24-1 document to take account of the revised submission dates (in diagram format), new template format & appropriate text updates	NGET – SB 03-09-14		Open		03-10-14
CH058	Confirm if NGET Licence Condition change has been addressed regarding the collection of 15/16 NIC fund	Ofgem - DS 03-09-14		Open		30-09-14
CH059	Review STCP13-1 doc and make any housekeeping updates regarding SHE Transmission	SHET - DP 03-09-14		Open		30-09-14

Ref	Action	Assigned to	Comments	Status	Onshore/ Offshore	Revised Date for completion
CH060	SHET to investigate SSC Reconciliation query and respond to NGET	SHET 03-09-14		Open		30-09-14
CH061	Confirm date of next ChUG Meeting	NGET – SB 03-09-14		Open		30-09-14

Actions closed this meeting:

Ref	Action	Assigned to	Comments	Status	Onshore/ Offshore	Date Closed
CH055	Review proposed STCP24-1 templates	All 07-05-14	Revised templates included within July 2014 STCP24-1 publication	Closed	Onshore	01-08-14

Closed Actions:

Ref	Action	Assigned to	Comments	Status	Onshore/ Offshore	Date Closed
CH004	All members to review the draft Walney I Charging statement and provide NGET with comments	All 16.02.2011	Statement has been reviewed by all members and comments provided to NGET	Closed		29.09.2011
CH005	On completion of CH004 AP to send updated comments to PH	AP 16.02.2011	NGET have provided comments to PH	Closed		29.09.2011

Ref	Action	Assigned to	Comments	Status	Onshore/ Offshore	Date Closed
CH002	DM to send an e-mail to AP with suggested word changes to the terms of reference	DM/AP 16.02.2011	Suggested wording has need received from DM and terms of reference updated	Closed		29.09.2011
CH006	AP to provide further comments to SPTL regarding the Charging Boundary	AP 16.02.2011	Comments were provided regarding the charging boundary	Closed		29.09.2011
CH003	AP to arrange a teleconference with DM and DP to progress mid-year changes issue before the next ChUG meeting	AP/DM/DP 16.02.2011	Action has now been closed and replaced by CH013a	Closed		29.09.2011
CH007	DP to provide comments regarding the reference guide for the Charging Boundary discussions	DP 16.02.2011	This action has now been closed and replaced by action CH015	Closed		29.09.2011
CH008	AP to send an updated and revised version of the work plan to all members for comment before the next meeting	AP 16.02.2011	This action has now been closed and replaced by action CH011	Closed		29.09.2011
CH009	DP to update the progress regarding the indicative Price Option	DP 16.02.2011	This action has now been closed and replaced by action CH017	Closed		29.09.2011
CH010	AM to provide update regarding the Charging Statement that has been submitted to Ofgem for approval	AM 16.02.2011	This has been submitted to Ofgem – action closed	Closed		29.09.2011
CH018	DM to arrange next meeting	DM 29.09.2011	Teleconference was arranged for 22.11.11	Closed		22.11.2011
CH019	DP to arrange next meeting in Perth	DP 28.02.2012	Meeting was not arranged due to timing RB arranged T-con instead	Closed		14.03.2012
CH001	Technical Secretary to arrange the next 3 meetings	RB 16.02.2011	As NG will not be the next chair this action is no longer required	Closed		14.03.2012
CH011	Technical Secretary to formally request terms of reference comments	RB 29.09.2011	Comments have all been received finalising TOR	Closed		14.03.2012

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CH012	Technical Secretary to explore if ChUG documents can be made available through a shared website	RB 29.09.2011	Options were looked at however as some information is sensitive and not for the public domain the external website could not be utilised. Sharepoint was also looked into however the site would have to be on NG's servers and we would not be able to give external companies access	Closed		14.03.2012
CH011	Technical Secretary to formally request terms of reference comments	RB 29.09.2011	Comments have all been received finalising TOR	Closed		14.03.2012
CH016	Technical Secretary to send a copy of the Work Plan to all parties for comments	RB 29.09.2011	Copy of work plan was sent to all parties	Closed		14.03.2012
CH015	AP to progress the issue regarding the Charging Boundary by arranging trilateral discussions with SPTL and SHETL	AP 29.09.2011	This issue was discussed at a separate T-con where all parties agreed that they would need to discuss with there relevant technical Experts before a decision could be made – new Action CH024	Closed		14.03.2012
CH013b	Chair to send an e-mail briefing all parties on the issue	AP 29.09.2011	Action now closed and replaced by CH020, CH021 and CH022.	Closed		14.03.2012

Ref	Action	Assigned to	Comments	Status	Onshore/ Offshore	Date Closed
CH014	Everyone to review the timeline so that timely changes can be implemented before next year's charging statement approval	SHETL/ SPTL 29.09.2011	<p>Action carried over Pending approval notice from Ofgem NGET have commented, as part of the consultation process, that the timeline for submission of TO charging statements would benefit from the TO's submitting their statements earlier.</p> <p>Ofgem would require the Statements by early Feb in order to allow the approval/consultation process.</p> <p>SPT/SHETL – agree to provide updated TO Statements by end of January each year/1st week in Feb latest.</p>	Closed		10.07.2012
CH017	Technical Secretary to arrange teleconference with DM, DP & AP) regarding progressing indicative price options issue	RB 29.09.2011	SHETL Confirmed they are looking to implement Indicative Price Options from April 2013	Closed		10.07.2012
CH023	NG to send out Strawman / data requirements and all parties to respond within a calendar month	All 14.03.2012	NGET have now received comments and taking into account in drafting proposed changes to STC/STCPs	Closed		10.07.2012
CH026	RB to send out requests for a chair to all parties, in the event of no-one volunteering another option will be circulated within the group	RB 14.03.2012		Closed		10.07.2012
CH034	NGET to provide information on latest on TCMF	NG 11.07.12	Complete	Closed		11.07.2012
CH035	NGET to circulate proposed changes to relevant STCPs to take into account issues with regards to midyear asset transfer with view of assisting the process.	NG 11.07.12	Duplicated, closed	Open	Offshore	

Ref	Action	Assigned to	Comments	Status	Onshore/ Offshore	Date Closed
CH020	NG to circulate definition of the Midyear changes to all parties	NG 14.03.2012	Complete	Complete	Onshore	Apr 12
CH025	Action log and work plan to be combined into one document	RB 14.03.2012	All agreed work plan not required, keep action log.	Closed	Onshore	Apr 12
CH027	Structure of Meeting – Steve requested if meeting structure could be arranged to focus on those items relevant to all TOs first, then to consider relevant items for offshore TOs.	All 11.07.12	Actioned and completed	Closed	Offshore	Aug 12
CH028	NGET to circulate latest Charging Boundary Definition Slides in advance of telec on 21st Aug 2012	NG 11.07.12		Closed	Onshore	Jul 12
CH029	NGET to issue list of all projects that require reconciliation of application fees to TOs during W/C 16th July 2012	NG 11.07.12	Projects have been issued – backlog has been issued and weekly enduring process implemented. NG agreed with SHETL and SPT that all progressing well and this item could now be removed	Closed	Onshore	Jul 12
CH021	All parties to provide comments on the definition	All 14.03.2012	ACTION: AP - Information to be circulated	Closed	Onshore	Dec 12
CH022	All parties to provide alternative options regarding the threshold to NG	All 14.03.2012	ACTION: AP - Information to be circulated	Closed	Onshore	Dec 12
CH032	CHUG members to provide comments back to NGET on proposals delivered under action CH031 before next CHUG meeting	NG 11.07.12	As CH031	Closed	Onshore/ Offshore	Sep 12

Ref	Action	Assigned to	Comments	Status	Onshore/ Offshore	Date Closed
CH030b	SPT to discuss with SHETL issues with regards to the invoicing process for Statement of Works	SPT - TJ 11.07.12	Deborah has spoken with Kenny Stott and her issue is now resolved, action can be closed	Closed	Onshore	Aug 12
CH037	MS raised stakeholder question regarding statement of works fees.	NG – LS 05.10.12	TM advised that this document is being produced by LS and this will be picked up at a separate meeting. Action to be closed and will be picked up at TCMS	Closed	Onshore	Oct 12
CH033	NGET to circulate proposed changes to relevant STCPs to take into account issues with regards to midyear asset transfer with view of assisting the process	NG - MO 11.07.12	SK will pick up at the STC Committee – relates to Data submission.	Closed	Offshore	Dec 12
CH039	Lincs charging statement to be circulated to CHuG	Ofgem 23/11/12	has been circulated by Ofgem and commented on.	closed	Offshore	Dec 12
CH024	NG to arrange a face to face meeting with technical experts present to resolve the charging Boundary issue	NG - AP 14.03.2012	SSE and SPT confirmed approved	Closed	Onshore	April 13

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CH030a	NGET are in active discussion with TOs to progress on reconciliation of application fees of backlog fees	NG 11.07.12	<p>Item is to remain on log, to monitor progress to completion.</p> <p>SPT have submitted all backlog fees and moved to enduring process. NG and SSE to confirm complete.</p> <p>LS confirmed that process is progressing well and happy that enduring process is embedding well.</p>	Closed	Onshore	Dec 12
CH031	NGET to take into account all comments received following their circulation of the strawman for the provision of forecast information (CH023) and circulate proposed changes to relevant STCP by end of July	NG – DW 11.07.12	<p>Comments provided by SPT to be taken into consideration. DW to distribute new template to CHUG members by Tuesday 27th, with objections by Thursday 29th November and submit to STC by 30th November.</p> <p>Was taken to STC and agreed with a small number of updates and changes. DW to confirm.</p> <p>DW confirmed now approved</p>	Closed	Onshore/ Offshore	
CH038	To confirm process Data request for TNUoS charges – NETSO need figures for forthcoming RIIO price control – is this outside the scope of current STC? Clarification required.	Mary O 23/11/12	<p>Mary Owen to take to next STC, for completion June 2013 – relevant to offshore. Await outcome.</p> <p>MaryO advised that STC does cover the fact that NG can ask for the data.</p>	Closed	Offshore	June 13

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CH041	Chair for ChUG to be considered for September 2013 meeting. SPT has completed year.	All	SSE agreed to take over chair for the next year. Donald advised that Mo Sukumaran would take position as Chair of ChUG from next meeting.	Closed	Onshore/ Offshore	June 2013
CH040	Charging Statement	For information	<p>TO charging statements submitted to Ofgem. NGET statement approved, Scottish TO's awaiting approval JDunn advised that there have been initial queries from SPD regarding inflated stage 1 SOW charge (SPT haven't changed SOW charge, Nor has SHET's) Has NGET's gone from £0 to £4.5k?</p> <p>NG to advise on SOW charge LS to arrange meeting to discuss and consider combined outcome of statements</p>	Closed	Onshore	26-09-13

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CH036	TCMF / Dave to distribute links to modifications and other relevant information	NGET - DW 05.10.12	DW has distributed all TCMF information as agreed. Action all to assess content. DW will confirm at each CHuG to provide links to all applicable mods and should be a standard agenda item. June – DW Highlighted CMP213 Project TransMiT. Any questions DW requested members contact for discussion.	Ongoing	Onshore	09-01-14
CH043	MS to speak with DS regarding the work/progress to date of the STCP19-6 Working Group	SHET – MS 26-09-13		Open	Onshore/ Offshore	09-01-14
CH044	DP to circulate STCP Timetable to all ChUG members	SHET – DP 26-09-13		Open	Onshore/ Offshore	09-01-14
CH046	SB to produce and circulate a summary document relating to the TO 5 year revenue forecasts.	NGET – SB 26-09-13	Document will detail what information is required and key deliverable dates to ensure consistency across all TOs.	Open	Onshore/ Offshore	09-01-14
CH047	JD to provide regular updates to the STC Panel of ChUG activities.	SPTL – JD 26-09-13		Ongoing	Onshore/ Offshore	09-01-14
CH048	EC to arrange next meeting in January 2014 and send invites to all ChUG members	SHET – EC 26-09-13		Open	Onshore/ Offshore	09-01-14
CH049	TM to advise EC of OFTO rep contact details (email/telephone)	NGET – TM 26-09-13	London Array and Blue Transmission	Open	Onshore/ Offshore	09-01-14

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CH051	DS to confirm if TOs require a separate bank account to process NIC funding	Ofgem – DS 09-01-14		Closed	Onshore/ Offshore	09-01-14
CH045	Review the STCP24-1 Timetable	All 26-09-13	Duplicate of CH054	Open	Onshore	07-05-14
CH050	EC to arrange April 2014 (Teleconference) and September (in Perth) meetings	SHET – EC 09-01-14		Open	Onshore/ Offshore	07-05-14
CH052	JD to confirm new SPTL ChUG representative	SPTL – JD 09-01-14	Alan Kelly and Wendy Mantle will represent SPTL at future ChUG meetings	Open	Onshore/ Offshore	07-05-14
CH053	TM to organise meeting to review TO Statement	NGET – TM 09-01-14		Open	Onshore	07-05-14
CH054	Review the STCP24-1 Timetable	All 09-01-14	Teleconference arranged for 22/04/14 to discuss.	Open	Onshore	07-05-14