

Balancing Stakeholder Focus Group Terms of Reference

1. Purpose & Scope

- 1.1. The purpose of the Balancing Stakeholder Focus Group (BSFG) is to facilitate the discussion of matters being considered in various balancing implementation working groups both within GB and in the wider European arena. In particular this includes:
 - a. GB Implementation options
 - b. Project TERRE design
 - c. Standard Products design and interaction with specific products
 - d. Algorithm development & principles
 - e. Settlement issues
 - f. Cost Benefit Analysis issues
 - g. Timing & data sequencing (Post gate processes)
 - h. Available cross-zonal transmission capacity issues
- 1.2. Discussions may be held at the BSFG to inform GB Stakeholders' positions and to seek views from GB Stakeholders on the topics in paragraph 1.1. This may include engagement from Ofgem as a member of ACER, DECC in its role as the UK Government department responsible for ENCs, and National Grid Electricity Transmission plc as NETSO and a member of ENTSO-E, and other relevant individuals or organisations.
- 1.3. The BSFG is not a decision-making or approval body. DECC, Ofgem, National Grid or any other individual or organisation presenting at BSFG may solicit views from GB Stakeholders, but they are not bound to follow the comments of the group.
- 1.4. The BSFG will also be utilised by Energy UK to allow them to share information and gather stakeholder views in order for them to effectively represent GB stakeholder interests at the ENTSO-E Stakeholder Advisory Group, which is a European stakeholder group focused on balancing code implementation and early implementation pilot projects.

2. Meetings

- 2.1. The BSFG will meet in person, with the default location being London.
- 2.2. Meetings will be held on a quarterly basis (in line with the ENTSO-E Stakeholder Advisory Group¹), with additional sessions if deemed appropriate by the Chair, in consultation with the membership and the Technical Secretary.
- 2.3. Other parties are invited to propose items for the meeting agenda. The agenda for each meeting will be prepared by the Technical Secretary in consultation with DECC, Ofgem and approved by the Chair.
- 2.4. Where practicable, and with the agreement of the Chair, teleconference or videoconference facilities may be used.

3. Chair

- 3.1. The BSFG Chair shall be a representative from National Grid.

¹ <https://www.entsoe.eu/major-projects/network-code-implementation/cross-border-electricity-balancing-pilot-projects/Pages/default.aspx>

4. Meeting Administration

- 4.1. National Grid will act as the Technical Secretary and administrator of the BSFG on behalf of the GB Industry.
- 4.2. Communications will be sent from a dedicated account (europencodes.electricity@nationalgrid.com)
- 4.3. A BSFG mailing list will be established in order facilitate the appropriate sharing of information to interested parties. Details of how to join the BSFG mailing list will be published in JESG weekly update and on the JESG website².
- 4.4. Information relating to how to participate in the BSFG and for confirmation of attendance will be sent out as part of the weekly JESG update to the JESG mailing list.
- 4.5. Where possible the meeting will seek to be organised just before the ENTSO-E Stakeholder Advisory Group meetings, and as such may be subject to change.

5. Membership

- 5.1. Membership of the BSFG is open to all GB interested parties. Those wishing to attend BSFG meetings or wishing to be added to the mailing list for correspondence should provide details to the Technical Secretary.
- 5.2. The BSFG Chair may remove any BSFG member if the member is deliberately or persistently disrupting or frustrating the work of the BSFG.
- 5.3. A review of Stakeholder representation will be undertaken by National Grid in collaboration with DECC and Ofgem from time to time to ensure appropriate representation of the GB Industry.

6. Reporting

- 6.1. The Technical Secretary will circulate draft meeting agendas prior to each meeting to the BSFG mailing list.
- 6.2. As certain material presented for discussion in the meeting is likely to be draft proposals from various GB or European working groups, no meeting presentation material will be published to the JESG website but will instead be circulated to the BSFG mailing list where possible.
- 6.3. A headline report outlining the main areas of discussion will be published to the JESG website following each meeting.
- 6.4. As not all BSFG meetings will align with the ENTSO-E Stakeholder Advisory Group meetings, the Energy UK representative will ensure that the agenda of the ENTSO-E Stakeholder Advisory Group is circulated to BSFG mailing list when it is available and will collate comments from GB stakeholders prior to the meeting.
- 6.5. The Energy UK representative will provide a summary of the ENTSO-E Stakeholder Advisory Group meeting which will be circulated to the BSFG mailing list.
- 6.6. In order to facilitate this the members of the BSFG mailing list will be made available to the Energy UK representative on the ENTSO-E Stakeholder Advisory Group.

² <http://www2.nationalgrid.com/UK/Industry-information/Electricity-codes/Standing-groups/Joint-European-standing-group/>