

## **Transmission Charging Methodologies Forum (TCMF) Terms of Reference**

### **Introduction**

1. The TCMF is established under the Connection and Use of System Code (CUSC) for the purpose of supporting the development of the Charging Methodologies. The CUSC Modifications Panel (CUSC Panel) is charged, in accordance with Section 8.26 of the CUSC, with adopting (and may change from time to time) these Terms of Reference.
2. The aim of the TCMF is to provide a forum for regular communication and discussion of issues relating to the Transmission Charging Methodologies and their development between all interested parties, and in particular, although not limited to, those who can raise changes to the methodologies: National Grid and CUSC Parties, BSC Parties and any Materially Affected Parties<sup>1</sup>.
3. Whilst the governance arrangements for the Charging Methodologies are now found in the CUSC, National Grid retains an obligation to keep the methodologies under review through the Transmission Licence.
4. The CUSC Panel will review the Terms of Reference from time to time to ensure an effective forum is maintained. TCMF members or other interested parties can alert the CUSC Panel to matters of concern if they wish.

### **Responsibilities and Appointment of the Chair**

5. The Chairman will be appointed by National Grid and will be responsible for ensuring the smooth running of the TCMF and ensuring the Terms of Reference are observed. The Chairman will report back to the CUSC Panel on the matters discussed at the TCMF, provide updates on other matters requested by the CUSC Panel and keep the CUSC Panel informed, from time to time, on changes that may be required to these Terms of Reference.
6. The Chairman may appoint a Deputy Chairman for any meeting or part of a meeting, who may be a National Grid representative, a CUSC Party or a CUSC Panel Member.
7. In the interest of efficiency, the Chairman may set up a sub group to look at any specific issues to report back to a future TCMF. The Chairman should coordinate this with any standing groups or workgroups set up by the CUSC Panel and may set up a TCMF sub group in response to a request from the CUSC Panel.

### **Responsibilities and Appointment of the Technical Secretary**

8. The Technical Secretary will be appointed by National Grid and will be responsible for the preparation and distribution of the draft agenda prior to each meeting, preparing and distributing the summary of meeting report after each meeting, placing relevant documents on the National Grid website as appropriate and may assist the Chairman in reporting back to the CUSC Panel. The Technical Secretary will also maintain a list of actions from each TCMF. Any papers will be distributed, if possible, one week prior to the meeting to all members and placed on the National Grid website.

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<sup>1</sup> Defined in the CUSC as “any person or class of persons designated by the Authority as such, in relation to the Charging Methodologies”

### **Meeting Frequency and Location**

9. The TCMF will generally be held every eight weeks at National Grid's Warwick Offices or elsewhere in GB, depending on attendance, if required. Teleconference facilities will normally be provided to maximise attendance and support individual environmental targets.

### **Membership**

10. The following membership is proposed for TCMF:
  - i. Existing CUSC or BSC Parties and all prospective CUSC and BSC Parties, limited to one representative for each party at the chair's discretion
  - ii. Materially Affected Parties limited to one representative for each party at the chair's discretion
  - iii. A representative from Ofgem
  - iv. Representatives of electricity consumers (e.g. Consumer Focus)
  - v. CUSC Panel Members or their alternates
  - vi. A lead representative nominated by National Grid who will be supported at TCMF by a number of nominated National Grid experts as appropriate to the agenda
  - vii. Any other party whom the Chairmain considers would aid the TCMF to better meet its objectives (e.g. Scottish TOs, DNOs, etc.).
11. This structure aims to allow the meetings to be manageable and should ensure that an efficient discussion forum results. The Chairman reserves the right to prioritise membership of TCMF in the event of oversubscription of any meeting.
12. If the Chairman or CUSC Panel believes a particular issue warrants discussion in a larger forum (i.e. with more than one representative from each CUSC Party), there will be the opportunity for a seminar type session to be organised.
13. Parties who wish to nominate a person to sit on the TCMF are required to inform the TCMF Technical Secretary or Chairman by email prior to the meeting. Membership of the TCMF will be confirmed by the Technical Secretary and may be revoked by the Chairman as they see fit. The Chairman may require TCMF members to leave a particular meeting if they, in the opinion of the Chairman, are being disruptive to the efficient conduct of the meeting.

### **Objectives**

14. The objectives of the TCMF are:
  - i. to support the efficient development of the charging principles and methods associated with the GB Use of System Charging Methodology (incorporating both Transmission Network Use of System and Balancing Services Use of System Charges) and the GB Connection Charging Methodology.

- ii. to update members, and interested parties through published material, on ongoing issues that may impact on the charging methodologies, including developments in the CUSC and other GB framework documents and in Europe.
15. The TCMF will not be concerned with charging related queries from CUSC parties which are administrative in nature and would be better channelled directly, in the view of the Chairman, to the National Grid charging team (contact details below) or the individuals National Grid account manager.
16. The standing agenda for the TCMF will be as follows:
- i. Notes and actions from the previous meeting
  - ii. Current Charging Issues
  - iii. Potential Consequential Changes
  - iv. Any Other Business
17. The Current Charging Issues item provides the opportunity for any TCMF member to discuss recent or forthcoming progress to the development of the GB transmission charging methodologies and to seek views on potential changes that they may be considering.
18. Potential Consequential Changes is an opportunities for members to review changes in other industry documents that could have an impact on the methodologies e.g. Grid Code STC, BSC, SQSS. National Grid will maintain a register of developments in other documents with the potential to impact on the methodologies.
19. Members and the CUSC Panel can also request through the Technical Secretary or the Chairman that particular issues are added to the agenda, for discussion or general queries, regarding the methodologies. They should provide one weeks notice before the meeting if they which it to be an agenda item, otherwise they may request it to be raised as Any Other Business at the meeting.

**Use of National Grid's website**

20. The TCMF has a dedicated page on National Grid's Industry Information website, under the Charging area, and can be accessed at the link below.
- [www.nationalgrid.com/uk/indinfo/charging/mn\\_tcmf.html](http://www.nationalgrid.com/uk/indinfo/charging/mn_tcmf.html)
21. The website is used as the prime vehicle by the Technical Secretary for notifying meetings, publishing a report following each meeting, publishing and storing presentations and papers. This means that all discussions at TCMF will be available to a wider audience. A report containing a summary of proceedings and actions will be published on the website after each meeting by the Technical Secretary.