

CUSC AMENDMENT PANEL

WORKING PROCESSES FOR AGREEING PANEL RECOMMENDATIONS

Introduction

This document outlines the working practices that Panel Members will adhere to when participating in a Panel Recommendation Vote. For the avoidance of doubt, this document does not form part of the CUSC and is for guidance purposes only.

N.B. Housekeeping Amendments are excluded from the Panel Recommendation Vote in accordance with Section 8.21.2 of the CUSC.

It is envisaged that these provisions will be kept continually under review by the Amendments Panel, and will be updated by the Amendments Panel as they believe fit, in the light of experience.

Annex 1 provides an illustrative overview of the entire process.

1. Amendment Proposal Overview

The draft Amendment Report will be distributed before the Panel Meeting in line with the provisions relating to other CUSC Panel papers, for the Amendments Panel to consider, prior to the Meeting. It will be assumed as a matter of course that the Amendments Panel Members will all have read and fully considered any Amendment Reports that have been tabled, prior to the meeting.

At the Amendments Panel Meeting, National Grid will present the Amendment Report to the Panel and provide a brief overview of the Amendment and any associated Alternatives. However, clearly the Panel will be taking decisions based on the draft Amendment Report and not the presentation, with the presentation merely acting as a further refresher on the main issues.

2. Panel Discussion

The Panel Chairperson shall facilitate the discussion on the Amendment Proposal and any Alternatives that shall occur prior to the Panel Recommendation Vote. The Panel will be asked to vote firstly as to whether the Amendment and any Alternatives “**better**” facilitate the relevant applicable objectives. Secondly, the Amendments Panel will vote as to which proposal in their view “**best**” facilitates the Applicable Objectives.

Panel Members, Alternate Members and Industry Observers will be allowed to participate in the discussion prior to the Panel Recommendation Votes on “**better**” and “**best**”. The participation of any Observers in the discussion will also be at the discretion of the Panel Chairman.

3. Panel Votes

The following Panel Members will be able to vote on the Panel Recommendation:

- Users Members x 7
- EnergyWatch Member x 1
- National Grid x 1

Only Panel Members and appointed Alternates will be allowed to participate in the actual Panel Recommendation Vote on better and best, which will follow the initial discussions.

For the avoidance of doubt the Panel Chairperson, Panel Secretary, Authority Representative, Alternate Members (which have not been appointed by a Panel Member), the other National Grid Representative and Industry Observers **will not** be able to vote but will be able to participate in the earlier discussion.

Alternate Votes

An Alternate Member may be appointed by a maximum of two User Members to act as their Alternate. An Alternate Panel Member will have a maximum of two Panel Recommendation Votes at any Panel Meeting.

A Panel Member may be appointed by a maximum of two User Members to act as their Alternate. A Panel Member will have a maximum of three Panel Recommendation Votes at any Panel Meeting (2 Alternative votes plus their own vote).

4. Voting Options

During the Panel Recommendation Vote, Panel Members will have the options of supporting or opposing the Amendment Proposal(s). Alternatively Panel Members may abstain from participating in the vote.

Only under exceptional circumstances should a Panel Member abstain from voting i.e. lack of industry experience and/or insufficient information available on which to make a recommendation. If abstaining, the Panel Member will have to provide a reason to justify their decision. It is anticipated that abstaining will be rarely used by the Panel Members.

5. Voting Process

After discussing the issues associated with the Amendment Proposal, the Panel Chairperson shall facilitate the Panel Recommendation Vote.

The Panel Chairperson will ask each Panel Member, in turn, to make a recommendation on the Amendment Proposal (and any Alternative), in relation to whether it “**better**” facilitates the Applicable CUSC Objectives. Panel Members will be required to state a reason for their decision.

In the event of multiple Amendments associated to a Proposal, a number of rounds of voting will be required by Panel Members, to ascertain whether each of the proposals “**better**” facilitates the relevant objectives.

Following this, the Panel Chairperson will ask the Panel to vote on which Amendment “**best**” facilitates the Applicable CUSC Objectives providing relevant justification for their decision.

Reasons justifying Panel Members decisions as to why proposals “**better**” and “**best**” facilitate the relevant Objectives shall be recorded by the Panel Secretary and shall be incorporated within the Amendment Report.

Individual named comments will be recorded in the Panel minutes but the third person shall be used within the Amendment Report, in line with present report writing style. The minutes of the meeting will formally record the outcome of the Panel Recommendation Vote.

6. Final Amendment Report

The Amendment Report will be updated to include the Panel Recommendation Vote and the preferred Panel option (if applicable).

The second draft of the Amendment Report, which will include Panel Members reasons for their decisions, will be circulated to Panel Members for a period of 5 days.

This provides the Panel with an opportunity to review the Amendment Report and ensure their views have been correctly represented. For the avoidance of doubt, Panel Members will only be able to amend their own comments which are reflected in the report.

The final Amendment Report will then be submitted to the Authority.

7. Implementation Date

The Panel may be requested to undertake a vote in relation to Implementation Dates, when a disparity occurs between National Grid and the Industry as to the most appropriate Implementation Date.

Each Amendment and any Alternatives shall be voted upon in turn and a simple majority will determine the Implementation Date that will be included in the Final Amendment Report.

Annex 1 - CUSC Panel Recommendation Vote Flow Diagram

The Recommendation Vote processes is summarised in the flow diagram below:

