

**Minutes and Actions Arising from Meeting
Held on 12 June 2009**

Present:

David Smith	DS	Chairperson
Bali Virk	BV	Secretary
Carole Hook	CH	National Grid
Tony Diccio	TD	RWE
Garth Graham	GG	SSE via teleconference
Merel Van der Neut Kolfshoten	ML	Centrica
David Jones	DJ	ELEXON
Dipen Gadhia	DG	Ofgem
Peter Bolitho	PB	EON

All presentations and supporting papers given at this GSG meeting can be found at:
<http://www.nationalgrid.com/uk/Electricity/Codes/systemcode/workingstandinggroups/gsg/>

1 Apologies for Absence

86. Apologies were received from Barbara Vest and Robert Longden.

2 Approval of Minutes

87. The minutes from the meeting held on 8 May 2009 were approved subject to minor amendments. The minutes are to be published on the National Grid website shortly.

Action: BVirk

3 Review of Actions

88. Detailed below is the progress to date on the outstanding actions from previous meetings:

- **11 – Review process for determining implementation dates** – Slides outlining the CUSC provisions and the information to be included in the report template to provide guidance. Action to be carried forward under the review of the new governance process (CAP160).

Action: BVirk

- **13 – Ofgem Corporate Plan – Action completed.** DG forwarded to the Group details of how many decisions Ofgem have made and how long the process has taken. DG confirmed that the figures represented are from April 2008 to March 2009 and also the figures in brackets refer to figures from last year. The Corporate Plan can be viewed at the link detailed above.

- **17 – Adequate Information/Analysis to determine implementation dates** – Additional questions to be included as standard in the consultation relating directly to the impact of implementation. This is to be captured as part of the CAP160 review.

Action: BVirk

- **18 – CUSC Amendment Proposal – Complete agenda item for meeting.**

Action: CH

- **22 – Review of Report Templates** - Guidance to be included to ensure transitional arrangements have been fully considered. This is to be captured for the CAP160

review.

Action: BVirk

- **26 – Update on use of Issues Groups - Complete agenda item for meeting.**
- **71 – Response to CAWG consultation issued on 20 April – Completed action.** Consultation response sent to Ofgem.
- **76/81 – Revised urgency provisions and proposals to be circulated - Complete Agenda item for the meeting.**
- **77 – Link to Ofgem guidance on urgency to be circulated to the group- Action completed.**
- **79 – Clarification of Direction within urgency provisions – Complete, Agenda item for the meeting.**
- **82 – BSC guidance on urgency to be circulated – Action completed.**

4 Draft CUSC Panel Response to Ofgem Consultation – Timing Out of Decisions

89. CH informed the group that Ofgem issued a follow up consultation on the 13 May 2009 on the Timing Out of Decisions. CH gave the group a presentation detailing the background to the Timing Out of Decisions consultation which also included the feedback (including from the CUSC Panel) to the November 2008 consultation.
90. CH confirmed to the group that the following timetable was agreed by the CUSC Panel on the 15 May 2009 in relation to drafting the response:
- 17 June 2009 - GSG draft response to be circulated to the CUSC Panel
 - 22 June 2009 – Panel comments on draft response
 - 24 June 2009 – GSG draft response to be circulated as a late paper to the CUSC Panel with a view to being agreed at the CUSC Panel on the 26 June 2009.
91. DJ volunteered to co ordinate preparation of the draft response on behalf of the GSG, based on the comments made by the group as per the timetable above.

Action: DJ

Please see the response as prepared based on the discussion by the GSG, which is attached.

5 Review of Urgent Process & Supporting Guidance for the Panel & Industry

92. CH presented some slides summarising the current CUSC provisions for discussion, relating to the Urgent Process, based on the discussion at the last meeting. The presentation can be viewed at the link detailed above.
93. CH explained that this has been broken into three different parts - the proposed revision to the CUSC, proposed use of Authority guidance and the best practice guide.
94. The group discussed slide 11 and in turn each item was discussed and it was agreed that the groups comments would be taken into account for the re drafting. Summarised below:
- With regards time to convene a meeting, this should be at the chairs discretion (as with the BSC) – therefore as with the wording in the BSC “within the time available” should refer to the chairs discretion
 - All other provisions for convening a “normal” meeting should be turned off (agenda, material etc)
 - 8.21.1.3 should be amended to reflect new process for gaining views in 8.21.1.1

Governance Standing Group (GSG)

- 8.21.1.1 Extension of who can recommend a proposal be treated as Urgent – this should be extended to include the National Consumer Council and BSC Parties (i.e. any Party who that is able to raise an Amendment Proposal should be allowed to suggest urgency)
 - 8.21.1.5 the group discussed 8.21.1.5 and could not find an additional use of 8.21.1.5 (c) to those detailed in 8.21.1.5 (a) and (b). The group therefore suggested that this should be removed. DG to discuss with Ofgem's legal team and provide a view on this.
Action: DG
 - 8.21.1.1c – the group wanted to review drafting which would recognise that if the amendment under consideration was raised by the Company then the decision on urgency should be made by any other panel members consulted (as opposed to the Chair who works for the Company). The group would like to see drafted an additional paragraph (to 8.21.1.1c) for consideration which could account if this specific circumstance were to arise.
 - The group discussed 8.15.1 which provides for the Panel to raise an Amendment Proposal following the review under 8.21.1.9. The group agreed that it did not seem appropriate for the Panel both to raise and recommend on an Amendment Proposal. Therefore the group agreed to amend 8.15.1 to remove this provision
95. CH to discuss the above proposed changes with the legal team at NG and re draft the provisions for circulation to the GSG with a view to agreeing the papers at the next GSG before reporting back to the CUSC Panel meeting in July.
Action: CH
96. The group debated if the Ofgem Urgency Criteria should be codified and it was agreed that a link to the Ofgem Urgency Criteria should be placed in the CUSC Best Practice guidance note. DG explained that the Authority urgency guidance, was currently based on the old Network Code but the principles within it were equally applicable across all codes and custom and practice had demonstrated this to be the case. Ofgem were considering updating this guidance.
97. The Best Practice Guidance Note on Urgency was circulated prior to the meeting and the group agreed with this, subject to minor amendment. The group agreed that the previous drafting should be amended to include a note up front to confirm that the CUSC takes precedence over any provisions within the note, and depending on the nature of the proposal not all stages of the best practice guidance will be followed. Further discussions were also held in relation to the proposal of timetables for consideration by the Panel, and the invitation within 5 working days for associated Working Group participation. The best practice guidance is to be revised to reflect this discussion.
Action: CH
98. The group requested that all Urgent Proposals and all relevant papers (e.g. timetable and Ofgem correspondence) be placed clearly on the National Grid website. BV explained that this would be included in the new "urgent" section of the CUSC website.
Action: BV

6 Implementation Date Proposal

99. CH circulated to the group a draft CUSC Amendment Proposal which would allow for the working group to propose a date (or dates for implementation).
100. The group noted the contents of this, and noted the Working group Terms of Reference would need to be updated to reflect that a Working Group should endeavour to propose a minimum possible number of dates.
101. The group to forward any further comments to CH.

Action: All

102. BV to correct the CUSC Proposal form to reflect the name from Energywatch to National Consumer Council.

Action: BVirk

103. The group agreed that this proposal should be included in a list of actions completed under the GSG Terms of Reference for reporting back to the CUSC Panel at the appropriate time.

Action: CH

7 Overview of the use of Issues Groups in BSC and UNC

104. DJ and PB gave a presentation to the group detailing the Issues Groups held within the BSC and the UNC. Details of the presentations can be found at the above link.

105. DJ confirmed that anybody who can raise a BSC modification can also raise an issue which will be discussed within a Standing Modification Group (or a specially convened Group) and that ELEXON's role is to facilitate the process (through discussion, reporting and Chairing the Group).

106. PB outlined to the group that the UNC holds Workstreams rather than Issues groups, and at this meeting draft modifications can be discussed as well as implementation of approved modifications, and general industry updates or concerns.

107. The group discussed if the ability to discuss "issues" was missing within the CUSC, or whether the existing Standing Groups for the CUSC could be used more for this purpose

108. The group discussed if there could be a general electricity forum which could be used to discuss these issues, similar to the UNC workstreams. NG and ELEXON to consider the way forward and report back to the next meeting.

Action: DJ/DS/CH

8 AOB

109. BV asked for agreement for the Terms of Reference to be updated to reflect that GG will be taking over the position of Chair from Emma Carr. It was also agreed for the ToR to be amended to be more generic in terms of the Ofgem Industry Code Governance Review Consultations to include developing any response as instructed by the CUSC Panel. BV to update and circulate to the CUSC Panel.

Action: BVirk

9 Next Meeting

110. The next GSG meeting will be held at 10.00am on 20th July 2009 at National Grid House, Warwick Technology Park, Gallows Hill, Warwick, CV34 6DA.

111. The aim of this meeting is to further develop/agree the Urgent Process Guidance (with a view to reporting back to the CUSC Panel in July) and also to discuss a draft response to the Ofgem Environment Objectives, as well as pick up on any previous ongoing actions. CAP160 Review will be picked up in the September GSG meeting.