

**Minutes and Actions Arising from Meeting  
Held on 2 September 2009**

**Present:**

Garth Graham	GG	Chairperson, SSE
Bali Virk	BV	Secretary
Carole Hook	CH	National Grid
Barbara Vest	BVe	Association of Electricity Producers
David Jones	DJ	ELEXON
Robert Longden	RL	Wind Energy
Stuart Cotten	SC	Drax Power Limited

**In Attendance:**

Paul Jones	PJ	EON
Bob Brown	BB	Cornwall Consulting

**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 & Introductions**

112. Apologies were received from Tony Diccico, Peter Bolitho, Merel Van der Neut Kolfshoten and Ofgem.
113. The Chair welcomed Stuart Cotten to the Governance Standing Group (GSG).
114. BB was invited to attend the GSG meeting to present his paper on governance and Industry Good Practice to the GSG.

**2 Approval of Minutes**

115. 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**

116. 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**

- **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**

- **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**

- **94 – Review of Urgent Process & Supporting Guidance for the Panel Industry**  
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. Following the meeting, Dipen Ghadia confirmed that Ofgem's preference would be for this to be kept within the CUSC provisions.
- CH informed the group no comments had been received from the CUSC Panel on the Best Practice Guidance Note on Urgency which will be placed on the National Grid website. Also three Amendment Proposals will be submitted to the CUSC Panel at the September meeting in relation to raising CUSC Urgent Proposals.

### Completed Action

- **108 – Joint Electricity Forum for NGET and Elexon** – DJ confirmed that industry forums had been discussed during the development of a draft Code of Practice Review (developed by NGET, the Joint Office, Ofgem and ELEXON) but no further progress made on a specific electricity forum. DJ agreed to give an update at the GSG meeting in October.

**Action: DJ**

All other actions were completed.

#### **4 Presentation on Governance and Industry Good Practice by Bob Brown**

117. At the CUSC Panel meeting on 24 April 2009, BB presented a Paper to the CUSC Panel, following on from the recent Urgent CUSC Amendment Proposals identifying areas for improvement for the CUSC Panel to consider. At this meeting it was requested that BB came along to the GSG to present his paper.
118. The Paper highlighted concerns after the recent events of CUSC Urgent Amendment Proposals where the arrangements had been tested and improvements could be made to the process. GSG are in the process of reviewing the provisions within the CUSC, and also an Urgent section on the website had been set up to make the process more transparent.
119. The GSG concluded that most of BB concerns have now moved on from when this was originally debated at the CUSC Panel meeting in April. The GSG are in the process of putting together three CUSC Amendment Proposals to change the provisions within the CUSC in relation to raising Urgent Amendment Proposals; also Ofgem have touched on some of the concerns through the recent Code Governance Review Consultations.
120. BB recommended that further consideration should be given to the following:
  - CUSC Amendment Proposals – the key should be to ensure delivery of quality reports at the end of the process.
  - Working Group – When asking for Working Group nominations, Working Group timetable of meeting dates should be included. This will aid to transparency and help small parties participate.
  - Working Group Chairs should be independent. CH clarified that whilst in the recent past National Grid has been Chair of a number of Working Groups, the CUSC Panel can appoint who they want to Chair the Working group.
  - In the past there have been problems with the National Grid website. BB suggested that if NGET are struggling with meeting website obligations that the CUSC Panel

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are kept informed.

121. The GSG agreed that the points raised by BB be revisited in six months by the GSG to ensure that the concerns raised in BB's paper have been addressed.

**Action: GSG/BV**

122. The group debated the merits of Initial Written Assessments. PJ stated that this will involve a lot more work for the proposer of CUSC Amendments to make sure it adequately represents the proposals. BVe requested if NGET could start considering the process for Initial Written Assessments detailing the time frames and what implications and changes for the CUSC would be required.

**Action: NGET**

### **5 Draft CUSC Panel response to Ofgem Code Governance review Consultation**

124. The GSG discussed the recent Ofgem Consultations issued on 24 July 2009 in relation to Major Policy Reviews and Self-Governance and Role of Code Administrator and small participant/consumer initiatives.
125. GG as the Chair of the GSG agreed to co ordinate the draft response on behalf of the group based on the comments made by the group.
126. The final responses are attached based on the discussion by the group.
127. The following timetable was agreed in relation to drafting the response by the GSG:
- 10 September 2009 - GSG draft response to be circulated to the CUSC Panel
  - 16 September 2009 - Panel comments on draft response
  - 18 September 2009 – CUSC Panel response submitted to Ofgem

### **9 Next Meeting**

128. The next GSG meeting will be held at 10.00am on **29 October 2009** at National Grid House, Warwick Technology Park, Gallows Hill, Warwick, CV34 6DA.
129. The aim of this meeting is to pick up on any previous ongoing actions and discuss. CAP160 Review.