

**Competition in Connections (CiC)  
Code of Practice Panel**

**Tuesday 10<sup>th</sup> April 2018 14:00**

**Teleconference**

**Meeting Notes**

**Attendees:**

Tim Hughes (Chair)	(TH)	Western Power Distribution
Brian Hoy	(BH)	Electricity North West
David Overman	(DO)	CNA
Neil Magrath	(NM)	UK Power Networks
Paul McGimpsey	(PM)	SPEN
Gwen McIntyre	(GM)	SSEN
Jayson Whittaker	(JW)	MCCG
Geoff Earl	(GE)	Northern Powergrid
Hena Ahitan	(HA)	ENA
John Spurgeon	(JS)	ENA

**Apologies:**

Graham Smith	(GS)	UCCG
Patrick Daly	(PD)	MCCG

**Welcome/ Introductions**

TH welcomed the Group to the meeting.

**Competition Awareness Act**

TH reminded the Group of the need to adhere to the obligations of the Competition Act and pointed out that these were listed at the back of all agendas. The Group agreed to comply and no-one had any issues.

**Review of previous minutes and Actions**

The Group agreed that the minutes were an accurate record of the previous meeting and no points of accuracy were raised. BH suggested that in future by listing actions separately within the minutes it would make it easier to follow specific actions. The Panel agreed.

TH explained that if given the choice a Panel meeting would not have been held today due to some Panel members being absent that were needed to fully and properly consider a number of the for agenda items. However, due to a requirement of the Code of Practice a Panel meeting must be held at least once every 3 months, hence todays meeting. TH therefore proposed a shortened meeting with the Panel reconvening when GS and PD are available in a few weeks' time.

**Action: HA to reformat future minutes to highlight individual actions.**

**Action: HA to circulate a doodle poll to indicate Group availability and fix date of next panel meeting.**

### **Potential Proposal P.J Daly**

BH explained that for the benefit of those Panel members who weren't aware of the situation, that PD sent an email to the Code Administrator in which he raised potential points for consideration, but that it wasn't clear whether it constituted a modification proposal.

TH said that it is still not clear what action PD is suggesting the Panel should take and the supporting rationale behind any proposed change. TH pointed out that PD is now a member of the Panel having been recently nominated as the new MCCG representative, to replace Glyn Jones.

TH suggested that as PD is on leave for this meeting that it would be beneficial if he could be given the opportunity to discuss his suggested changes/points at the next Panel meeting.

**Action: PD to be invited to discuss his points/suggestions at the next Panel meeting.**

### **Modification Proposal G39 Authorisation**

GE said he would like to give comments and feedback towards the G39 modification proposal at the next meeting, when GS is present to discuss it. BH said the Panel's role at the next meeting in considering the G39 modification proposal will be solely to decide whether a working group should be established to consider the modification in more detail. Therefore, detailed comments or suggestions for alternative wording will not necessary at this point. TH agreed that detailed feedback would be best put forward to the working group (should it be convened), not the Panel meeting.

**Action: G39 modification proposal to be added to the agenda for the next Panel meeting.**

### **Panel Constitution / Membership Changes**

BH said he put forward this agenda item to clarify that any necessary administrative requirements had been met regarding PD's new membership, and also general housekeeping to review and ensure that the list of the current Panel members (including on the CiC Code of Practice website) is accurate and up to date.

HA took actions to undertake a review of Panel members, including alternates and update the website with the correct and current Panel members from each company.

NM informed the panel of some changes to the UKPN Panel members this year. He explained he will be retiring in September, replaced by Steve Rogers, and his deputy Sue Jones will be retiring in July, replaced by Martyn Crocker.

TH asked if mailing lists were also up to date in terms of members and alternates. HA took an action to send TH the list of people on the mailing list to be reviewed, so any required changes can be made. GE asked if all members had a deputy who would sit on the Panel when the first member is absent, and most of the Group said they had a deputy. GE then stated his deputy is Drew Johnstone.

**Action: HA to undertake a review of Panel members and update the CiC Code of Practice website with the correct and current Panel members from each company.**

**Action: HA to send TH the list of people on the mailing list to be reviewed and any required changes made.**

## **AOB**

### **CiC Budget 2018/2019**

TH was unsure if the draft budget was required to be discussed by the Panel or just between DNO members. The panel agreed that it be discussed by DNO members immediately following the Panel meeting.

### **A&D Fees Regulation and the Code of Practice**

DO asked whether the introduction of the Electricity (Connection Offer Expenses) Regulations, implemented to clarify the application of assessment and design fee, may include content that affects the Code of Practice. The Panel agreed that it would be useful to review this.

**Action: DO to review whether any changes were needed to the Code of Practice as a result of the introduction of the Regulations and to report at the Panel meeting in June.**

### **Next Meetings**

The date of the next meeting (to ideally be held within the next 2-3 weeks) will be dependent on the availability of GS and PD.

It was agreed that a further Panel meeting also be scheduled for Tuesday 26<sup>th</sup> June 2018 at 14:00.

**Action: HA to schedule future meetings and send out meeting invitations.**

**New Actions:**

<b>Topic</b>	<b>Action</b>	<b>Whom</b>
<b>Review of Previous minutes and Actions</b>	<b>Action: HA to reformat future minutes to highlight individual actions.</b>	<b>HA</b> <b>Closed</b>
	<b>HA to circulate a doodle poll to indicate group availability and fix date of next Panel meeting.</b>	<b>HA</b> <b>New Action</b>
<b>Potential Proposal P.J Daly</b>	<b>PD to be invited to discuss his points/suggestions at the next Panel meeting.</b>	<b>HA New Action</b>
<b>Panel Constitution / Membership Changes</b>	<b>HA to undertake a review of Panel members and update the CiC CoP website with the correct and current Panel members from each company.</b>	<b>HA New Action</b>
	<b>HA to send TH the list of people on the mailing list to be reviewed and any required changes made.</b>	<b>HA New Action</b>
<b>A&amp;D Fees Regulation and the Code of Practice</b>	<b>DO to review whether any changes were needed to the Code of Practice as a result of the introduction of the Electricity (Connection Offer Expenses) Regulations and to report at the Panel meeting in June.</b>	<b>DO</b> <b>New Action</b>
<b>Next Meeting</b>	<b>HA to schedule future meetings and send out meeting invitations.</b>	<b>HA</b> <b>New Action</b>