

## Minutes

<b>Meeting name</b>	Charging Delivery Body - Meeting 1
<b>Time</b>	13:00 – 16:00
<b>Date of meeting</b>	27 September 2017
<b>Location</b>	National Grid, 1 - 3 Strand, London

## Attendees

<b>Name</b>	<b>Initials</b>	<b>Organisation</b>
<b>Charging Delivery Body Members</b>		
Frances Warburton	(FW)	Chair - Ofgem
Bali Virk	(BV)	Technical Secretary - National Grid (Lead Secretariat)
David Wildash	(DW)	National Grid (Lead Secretariat)
Tony McEntee	(TMcE)	Electricity North West
Lee Wells	(LW)	Northern Powergrid
Nigel Bessant	(NB)	Scottish & Southern Electricity Networks
Paul McGimpsey	(PMcG)	SP Distribution and SP Manweb
Oliver Day	(OD)	UK Power Networks
Simon Yeo	(SY)	Western Power Distribution
Louise Schmitz	(LS)	National Grid (System Operator)
John Twomey	(JT)	National Grid (Code Administrator)
Angelo Fitzhenry	(AF)	Electralink
Nick Rubin	(NR)	Elexon
<b>Other Attendees</b>		
Andy Burgess	(AB)	Ofgem
Judith Ross	(JR)	Ofgem
Nathan Macwhinnie	(NM)	Ofgem – part meeting
Chris Brown	(CB)	Ofgem – Part meeting

## 1 Welcome and Introductions

### 1.1. Introduction and Charging Futures Structure

FW welcomed the Charging Delivery Body (CDB) members to the meeting and talked through the initial set up of the Charging Futures arrangements. FW articulated the need for a coordinated approach across transmission and distribution for charging and access arrangements. FW stated that with the increasing diversity and number of market participants within the industry, there is a need for wider coordination and communication of the changes being made, so that the industry can be involved in an efficient and transparent way. Ofgem have listened to concerns from industry regarding the volume of changes being proposed and the difficulties for some parties to engage on this, and have set up Charging Futures arrangements to address these.

## 1.2. Ofgem Update

FW stated that Ofgem are very committed to the Charging Futures arrangements and that this has support from the highest level at Ofgem. This should provide a step change for engagement, coordination and communication of the changes in charging and in the system more generally. We will need cooperation and support from the industry for the Charging Futures Forum (CFF) and the CDB to be successful. The CDB will play an important role to support delivery of changes needed and will agree and sign up to a work programme. It is envisaged that this will facilitate the major changes that may be needed in an orderly and streamlined manner, and avoid work for industry on piecemeal changes, enabling the process to become more robust and efficient.

## 2 Review the Draft Terms of Reference for CDB

2.1 JR opened up by reiterating that the CDB role would be discussing the planning and sequencing of changes to charging, to help industry avoid duplication of work, such as piecemeal change proposals that are closely related to other ongoing work. This is reflected in the CDB Terms of Reference (TOR) circulated with the agenda.

2.2 JR asked the group for their comments on the draft TOR; the group were in agreement with the TOR but asked for further clarification on the Ofgem objectives mentioned within the TOR, It was agreed that more detail and context will be provided at the CFF meeting on 9<sup>th</sup> November. FW informed members that the TOR can be adapted as we progress if we feel that there is more to be added to ensure that it remains fit for purpose.

**CDB01: Ofgem to provide further details in regards to the TOR and their objectives at first CFF meeting in November.**

2.3 FW outlined the success criteria for the CDB highlighting greater efficiency, clearer direction of travel for industry and other stakeholders, and delivering on agreed charging issues. She suggested that the CDB undertake a review of how well these objectives have been achieved after the first year of operation of the CDB.

**CDB02: Review in September 2018 the success of the CDB in enabling more efficient industry engagement on charging**

2.4 Members also discussed what a Task Force (TF) TOR would look like. JR responded that the creation of new TFs would be discussed at CFF meetings, and the CDB would have an input into the scope of proposed TFs and be used as sounding board to do this.

2.5 Meeting administration was discussed and it was agreed that the draft set of minutes for the CDB would be circulated five days after the meeting with the draft minutes being reviewed at the next CDB meeting and then to be published on the Charging Futures website.

2.6 If a CDB meeting is not scheduled within two weeks, then the draft minutes will be agreed via email within a two week period and then be published on the Charging Futures website.

2.7 BV informed members that the agenda and papers will be circulated five days before each CDB meeting, with the agenda and agreed papers to be published on the CFF website after the CDB meeting. JR reminded the group that the CDB will not be a policy development workshop, and will focus on efficient delivery.

**CDB03: TOR to be updated to reflect the agreed timescales for meeting papers sign off and publication on the Charging Futures website**

2.8 NR asked the Chair if the CDB would be recording issues/risks and it was confirmed by the Chair and the Lead Secretariat that these would be recorded and discussed at each CDB meeting.

## 2.9 Charging Futures Forum

FW confirmed the first CFF will be held on the 9<sup>th</sup> November in London and that 78 individuals from 78 organisations had been invited. Ofgem are currently following up some additional requests to attend. Discussion was held on whether CDB members should also attend the CFF meetings and it was agreed that it was for each network company to decide who it nominated for both the CDB and CFF. FW confirmed that Ofgem will be monitoring the Forum attendance and considering if any additional participants should be encouraged to become involved. A question was raised if any IDNOs were represented. CDB members also asked if the Lead Secretariat can confirm who from their organisations would be attending the Forum.

**CDB04: Lead Secretariat to confirm to CDB members of attendees from their organisations attending the Forum**

**CDB05: Lead secretariat to confirm if any representation from IDNOs**

BV confirmed that all presentations and papers for the CFF would be available on the Charging Futures website.

### 3 Introduction to the Lead Secretariat

- 3.1 DW introduced the Lead Secretariat Function and informed members that he and his team will provide the Lead Secretariat role to the CDB, CFF and supporting TF secretariats. DW added that he and his team were very much looking forward to shaping and adding value to the processes. DW confirmed that his team are currently working to develop an online portal where the industry will be able to find all information in relation to Charging Futures, e.g. meeting papers and presentations. The Lead Secretariat will also be responsible for Charging Futures communication and ensure they are engaging with all interested industry stakeholders and supporting smaller parties in particular.
- 3.2 DW also encouraged members to contact his team at [chargingfutures@nationalgrid.com](mailto:chargingfutures@nationalgrid.com) for any queries.

### 4 Ways of working

- 4.1 BV presented a mission statement drafted by Ofgem and the Lead Secretariat for the CDB as they developed the process. Comments included that this needed to be clearly specific to electricity and to remove 'charging projects' and replace with 'development of charging and access arrangements'. AB suggested that this is incorporated into the TOR for the CDB.
- 4.2 BV informed the group of planned meetings and informed members that calendar appointments would be sent out in due course.
- 4.3 A draft roles and responsibilities slide was presented for CDB members. LS asked if this could be updated to reflect the SO's input of expertise with aggregators and service provider customers.

**CDB06: Lead Secretariat to incorporate aggregator and service supply customers into the roles and responsibilities slide**

**CDB07: Ofgem and Lead Secretariat to incorporate the comments for mission statement into the CDB TOR**

- 4.4 BV presented the Charging Futures process steps for initiatives in flight and new initiatives to support this. Ofgem circulated a Coordination Guidance Document for discussion. Discussion was held on whether the Coordination Guidance Document should be codified and proposers to charging modifications should take this into consideration. It was agreed that if members had any comments on the Coordination Guidance Document that they are sent directly to JR at Ofgem by the end of next week for consideration. FW suggested that the document be reviewed again at the next CDB meeting, and then discussed at the CFF in November.

**CDB08: CDB members to feedback comments on the Coordination Document to Judith Ross –Ofgem by the end of next week**

**CDB09: Process slides to be reviewed by Ofgem and Lead Secretariat to ensure a common language is used**

- 4.5 FW asked if a further meeting could take place outside of the CDB to review all the charging initiatives in flight with National Grid, E/CDCM review and ENA's Open Networks to help develop the baseline for the work programme.

**CDB10: Ofgem to arrange a meeting with NG/ElectraLink/Open Networks to collate all the charging initiatives to be presented on 16 October 2017.**

## 5 Initial thoughts on Task Forces

5.1 JR gave an overview on Ofgem's initial thoughts on the Task Forces (TF).

- TCR would continue under the SCR process, without a Task Force. The TCR has been through formal consultation and a lot of input has already been provided by industry. Future TCR workshops will be held and policy progress will be provided as updates to the CFF and on the website.
- Storage would not have a TF, as industry has been engaged on this area since September 2015 and currently there are two active modifications in progress.
- A TF focusing on Access Rights is planned
- A Forward-Looking Charging TF is planned
- Discrete/standalone Change Proposals would be considered on a case by case basis, and a TF could be created to consider these issues if necessary. Those considering whether to raise a new change proposal will be encouraged to speak to Ofgem or the relevant code bodies. This will be set out in Ofgem's co-ordination guidance.

## 6 Ofgem brief on Policy Initiatives

6.1 NM updated the group on policy areas to be covered by TF and the need to work with industry to develop the access and forward-looking charging options, but also drawing on work that is already underway. It is anticipated that two TFs would be initiated, with an Ofgem Chair.

6.2 Access Rights TF will consider different options for changes to access and how this is allocated, making sure there are efficient signals for network development.

6.3 Forward Looking Charging TF will consider what changes to forward-looking charges would be needed if access rights changes are proposed, and conversely, if access rights will stay the same. FW emphasised the need for the groups to be joined up, making sure that they are looking at things holistically, and also joining up with the TCR.

6.4 An Ofgem working paper will be released at the end of October which will also cover the scope of the TFs and describe the desirable outcomes with the aim for the work to be complete by spring 2018 in advance of the strategic direction being set in the summer of 2018. NM stated that this TF process was not a launch of an SCR.

**CDB11: Ofgem to circulate a link to the Strategy document that was published in August to CDB Members.**

6.5 Members voiced their concerns about the amount of potential work that the TFs would create for the industry and there would be a certain skill set required to become a TF member. NR noted

the scale and challenge of work that TFs may be required to complete and suggested that they would need to be clearly defined, structured and supported. It was agreed that this would be discussed by the CFF and the CDB once the paper is published in October.

- 6.6 CB stated that through industry reviews other areas where charging could be improved have been identified. There is the possibility of these being the basis of a third TF, but at this moment it is not clear what would fall into this TF. Ofgem will use the Coordination Guidance to help define what would fall into this scope. JT highlighted that we would need to be stringent in our process what work would fall into this TF so that the industry does not see this TF as a catch-all. TMcE noted that now is the right time for change and welcomed the proposed TFs.

## 7 Charging Futures Forum agenda items

7.1 FW and JR discussed potential topics to be presented to the first CFF as follows:

- Ofgem views on the development of the future energy system
- Presentations on Ofgem and industry-led charging work (could be later in the agenda)
- TOR for the CDB and CFF
- Processes and how they will work
- Online portal
- Charging coordination guidance
- Potential TF initiatives through breakout sessions

7.2 LS requested that some of the sessions are made interactive and perhaps mix up the stakeholder types to ensure we get diverse groups.

7.3 FW requested that the draft CFF agenda be sent to the CDB members for their input.

**CDB12: Ofgem to send the draft Forum agenda to CDB members for input.**

## 8 Any Other Business

8.1 Agenda items (and any associated papers) for the 16 October 2017 meeting should be submitted to the Lead Secretariat by close of play on 06 October 2017.

Time/ Date	Location
10:00 – 15:30, Monday 16 October 2017	Ofgem, 9 Millbank, Westminster, London