

Minutes

Meeting name	Charging Delivery Body - Meeting 3
Time	11am – 1:30pm
Date of meeting	29 th November 2017
Location	Elexon Offices, 350 Euston Road, London

Attendees

Name	Initials	Organisation
Charging Delivery Body Members		
Frances Warburton	(FW)	Chair - Ofgem
Alice Grayson	(AG)	Technical Secretary - National Grid (Lead Secretariat)
David Wildash	(DW)	National Grid (Lead Secretariat)
Lee Wells	(LW)	Northern Powergrid
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
Apologies		
Nigel Bessant	(NB)	Scottish & Southern Electricity Networks
Tony McEntee	(TMcE)	Electricity North West
Bali Virk	(BV)	National Grid (Lead Secretariat)
Other Attendees		
Judith Ross	(JR)	Ofgem
Edda Dirks	(ED)	Ofgem
Andy Burgess	(AB)	Ofgem – part meeting
Stephen Perry	(SP)	Ofgem
Chris Barker	(CB)	Electricity North West
Lili Zou	(LZ)	Scottish & Southern Electricity Networks
Observers		
Victoria Parker	(VP)	ESP Utilities

1 Introductions & apologies

- 1.1 Victoria Parker was introduced as an Observer of the Charging Delivery Body (CDB) from ESP Utilities.
- 1.2 Apologies were received from Tony McEntee (TMcE), Electricity North West. Chris Barker confirmed that he was TMcE's alternate for the meeting. Apologies were also

received from Nigel Bessant (NB), Scottish & Southern Electricity Networks. Lili Zou confirmed she was NB's alternate for the meeting.

2 Approval of Draft Minutes

- 2.1 The minutes from the CDB meeting held on 16th October were reviewed. LW requested two changes to the minutes, a typographical change and a change for the minutes to state the Task Forces will start in December rather than November. Both changes were accepted and the minutes will be published on the Charging Futures website.

3 Review of the Charging Delivery Body Actions Log

- 3.1 All the actions from the previous meeting held on 16th October are detailed within the actions log. Members agreed to close action CDB26. An update on CDB27 was given later in the meeting under section 5.
- 3.2 For action CDB30 it has been agreed that Andy Burgess will provide an update on European developments in the future Charging Future Forums (CFF). It was agreed action CDB30 should be closed.

4 Charging Futures Forum Feedback

- 4.1 DW provided a summary of the CFF attendance and feedback received. The summary points were that there was good attendance and a good spread of attendee groups. He noted that it needs to be acknowledged that attendees come from different starting points and different knowledge bases, so it needs to be considered further how to engage everyone and how to do more signposting to essential and useful information.

- 4.2 **Attendance** – DW highlighted that there was a good spread of users, however some of those providing feedback felt the forum was too heavy on generators and network owners with not enough demand and domestic consumers - we might need to reconsider how we target additional new members. There were 64 attendees from industry, 11 from Ofgem and 9 from National Grid. This shows the resource requirement to facilitate the day and have subject matter experts attend to ensure we have the right content on the day. NR asked if there were trade bodies attending that represented consumers and final demand users. AG replied that Citizens Advice, EEF- Manufactures Association, Energy Intensive Users group (EUIG) and Major Energy Users Council MEUC attended. PMcG said SP Distribution and SSEN have had recent conversations together and are looking forward to the Task Forces, but again is there an issue with membership and enough representation of domestic consumers.

CDB33: Compare CFF attendance to Power Responsive attendance and Future Energy Scenarios engagement to see if anyone is missing, particularly on demand/consumer side. Consider approaching potential additional new members before the next CFF.

CDB34: Explore the analytics of mailchimp to understand who is reading Charging Futures emails.

CDB35: Send email to wider distribution list of Charging Futures to gain feedback on accessibility of Charging Futures. Target doing this after the next CFF.

- 4.3 **Promoter responses** – A comment was received that the CFF was the most engaging event one attendee had been to. This is reflective of how we are trying to achieve a different way of engaging. Comments also welcomed the presentations and engagement from the Access project and Targeted Charging Review (TCR). Attendees also

appreciated that the forum was made inclusive by mixing different users together to form interactive groups.

4.4 Detractor responses – the lead time for providing information to the wider CFF was a theme, as attendees felt they didn't have enough time to digest the source materials (the Access and TCR working papers) ahead of the forum. DW said that we should aim to provide material ahead of the CFFs that can be read further in advance.

4.5 It needs to be considered further how we get the benefit of having a cross-user debate with different levels of knowledge in the room. DW suggested the need to focus on this in creating the agenda, to ensure that everyone feels that they can contribute. FW said more training sessions should be run and training material put on the website. LS stated that National Grid SO runs seminars and webinars and links could be provided. NR highlighted Code Administrators have material that could be put on the CF website too. AF stated that the DCUSA are running free face to face training sessions throughout 2018. JT highlighted that we need to look at how we pitch the training to different types of users, e.g. storage, directly connected etc.

CDB36: Lead secretariat to consider training before next CFF, ascertaining members appetite and the medium for providing this.

CDB37: Highlight training sessions being run by the Code Administrators and National Grid SO through comms to the distribution list.

4.6 Feedback by user types – DW gave a breakdown of the feedback received by user types. The average score shown on the slides are for the question "How much would you recommend this event to a friend or colleague?" Suppliers highlighted they would like a more interactive Q&A session rather than just using sli.do. PMcG said he received positive feedback about the use of sli.do as it drove debates. NR highlighted it doesn't cater for secondary questions so a mixture of sli.do and live questions should be used at the next forum. Suppliers felt there was a risk that large parties would dominate and determine priorities. We need to continue thinking how to ensure all perspectives are heard. Distributed demand fed back that information needed to be simpler, or otherwise only those who are already charging experts can engage. We should think particularly about what information, training etc is useful for these users.

4.7 How can we improve and recommendations – It was discussed that in future Ofgem could consider providing briefing documents as companion materials for their larger papers. JR highlighted a briefing note was currently being drafted to look at the interactions between the TCR, Task Forces and BSUs as this had raised a lot of questions.

CDB38: At the next CFF provide an update on what has been done on the back of the feedback received at the first CFF.

5 Electric Vehicles

5.1 SP gave an update on the current groups looking at Electric Vehicles (EVs). There are currently a number of pieces of work ongoing. There is a new joint BEIS/OLEV/Ofgem working group that has been set up to address barriers in the next 3-5 years for EVs (with a focus on retail, metering and network issues). The group met for the first time last week and there will be regular meetings between the three parties.

5.2 A new group, the EV Network Group will be set up including OLEV/BEIS/ENA/NG SO. It may also include other parties like DVLA and car manufacturers. These groups will look at the role and growth of EVs and barriers to be addressed, like data provision to network companies, out to 2050. AB highlighted that Ofgem is currently determining their role in the group; they might be an observer or member.

5.3 In addition to the work that they are currently undertaking (HH settlement reform, RII02 and Access Reform), Ofgem are considering what additional work they may need to undertake to ensure that we can optimise the benefits from, and minimise the challenges of, EVs for the electricity system in the near term. LW stated that EVs pose a technical challenge in the short term and asked how involved does the CDB need to be. SP answered that the future access and forward-looking charges arrangements will need to work in a variety of take-up scenarios, so EVs will be a consideration in the Task Force work. The CFF will be getting updates through the Task Forces and Ofgem members will update the CFF on what is coming out of the EV workgroups. It was agreed that there does not need to be a Charging Futures Task Force set up on EVs as there are other groups already looking at this area.

CDB39: Ofgem or ENA to give an update on EVs at the next CFF

6 Access and Forward Looking Charges Task Force Update

6.1 The ENA is the secretariat for both Task Forces, and AB or Jon Parker from Ofgem will chair the meetings. Although the Task Forces are distinct, there are strong links, so they need to be closely integrated; hence the joint meetings and sharing the same secretariat and chair. The first meeting is taking place on Friday 1st December. The draft Terms of Reference (ToR) have been published for review in the working paper. The first meeting will focus on the high-level outputs with Ofgem presenting the areas of focus. The Task Forces want to engage with other parties who are not members. There is a plan to run workshops in the new year. These workshops are very important to ensure that people can feed in and get updates.

6.2 Ofgem does not intend to provide financial support to Task Forces. There is an expectation on members to do their own analysis and utilise data that the industry already has. The Task Forces are contributing some of the work in the Access project but there is more that Ofgem will take forward on its own behalf, to pull the whole project together and reach policy conclusions. Next summer there will be a consultation document from Ofgem with options, which will include an initial impact assessment and initial views on the options. AF asked if the consultation will give reasons about why those options were chosen and why others are not being taken forward as members of the DCMDG have fed back that they don't understand the decision-making process. It was agreed that the consultation document will provide this.

6.3 Updates will also be provided at the quarterly CFF and the CDB. All minutes and reports will be published to ensure transparency. There is an expectation on Task Force members to be contributing actively and taking forward a lot of the TF work. AF highlighted the DCMDG should be recognised as a group and needs to be more formally included. SP stated Ofgem wants to engage with that group as much as possible, so will give an update to DCMDG. LW said that there is a big interest from all the DNOs, who want to be on the Task Forces. It has been agreed a membership of four DNOs on each Task Force. LW asked if there was a way to ensure all the TF members are contributing. AB said that in the first instance, Ofgem would seek to understand why a member was not contributing as expected, and if it was unlikely that they could in future, their membership would be re-considered.

6.4 SP gave an update on the membership of the Task Forces. There were expressions of interest from 58 organisations. Ofgem wanted to limit numbers to ensure that Task Force meetings were productive and manageable. To ensure that the Task Forces had representatives from across the industry, Ofgem reviewed the expressions of interest and categorised parties into different stakeholder groups. Ofgem firstly gave different stakeholder groups the opportunity to agree representatives themselves. This was very successful in some groups; but other stakeholder groups were not able to agree so Ofgem made a decision based on information submitted. There will be an ENA group sitting

behind the Task Forces to update all the DNOs.. He noted that there is a need to ensure Ofgem’s HH settlement work and Electricity Network Access project are coordinated, as some of the Task Force options may be informed by our work on HH settlement.

CDB40: Ofgem to clarify who the Task Forces should be engaging with e.g. DCMDG etc and include within the Terms of Reference.

6.5 SP gave an update on the timelines of the Task Forces. A document will be produced in December 2017/January 2018 identifying initial options for further work. A document assessing each of the options based on agreed assessment criteria will be published in February/March 2018. At the end of April there will be a report on the conclusions of the Task Forces outlining the proposed changes to be taken forward for further assessment, and supported by quantitative assessment where possible. DW asked how firm the timeline is. SP said they were committed to next summer for consultation and they are moving quickly due to the timescales associated with RIIO-2. The meeting dates are as follows:

Access Task Force	Forward Looking Charges Task Force
18 December 2017	21 December 2017
24 January 2018	25 January 2018
20 February 2018	
20 March 2018	21 March 2018
17 April 2018	

6.6 It was mentioned that the 20th February works well as it is just before CFF on 28th. Though this doesn’t give much time to prepare an update. It might be better if the CDB is moved to after 21st March so Task Forces can give an update. It was discussed that it would be useful to have a joint plan on a page on the website to give sight of dates.

CDB41: Put calendar of events on Charging Futures portal and highlight in email to Charging Futures members forthcoming dates for diaries.

7 Updates on New Charging Modifications

7.1 **DCUSA** - AF stated there are currently seventeen live change proposals associated with charging and access. Seven have been agreed under the process and are due for implementation in 2018. Nine changes are scheduled and intend to be implemented in April 2020, dependent on progress of working groups and the process. There is nothing due for implementation in 2019. DCP243 was submitted by UKPN and is out for consultation. DCP268 on HH settlement was sent back by Ofgem and is being redeveloped ready for 2020. DCP287 is in the consultation phase.

7.2 There is good progress being made from a charging perspective. AF said that early guidance is required from the Task Forces on what can be paused or accelerated. FW said that mods will only be formally paused if a Significant Code Review (SCR) is raised. A pre-modification process will be formalised in the DCMDG ToR under DCUSA. This will strongly encourage proposers to share the draft proposal with DCMDG in person and via teleconference to explain rationale and get feedback.

CDB42: Circulate DCUSA spreadsheet with mod statuses to CDB members.

7.3 **CUSC** – JT stated that three decisions had been made for CMP268, CMP282 and CMP283 to be implemented in April 2018. There are 10 mods in progress with 5 in working groups: CMP275, CMP280, CMP281, CMP286 and CMP287. There are three mods on hold due to the TCR: CMP271, CMP274 and CMP276. CMP250 is currently at consultation. There are two upcoming mods on Queue Management and Delay Charge.

7.4 DW highlighted the template used to show the CUSC mods and said this could be used at each CDB meeting to show all mods as a standing agenda item. It will also be published on the Charging Futures portal. NR said he had some thoughts on how it could be improved and would discuss these with the Lead Secretariat. It was agreed that this document would be useful for the standing agenda item.

7.5 BSC – NR highlighted P348 will be implemented in February 2018 and the mod P361 is on the periphery of the charging work. FW highlighted that BSUoS may be reformed by the Access project, or in line with the TCR, so NR and the BSC need to be kept up to date with those pieces of work.

8 Key Messages To Be Shared With Code Panel Meetings

8.1 The key messages agreed by the CDB to be presented at the code panel meetings are:

- Feedback and recommendations from the first CFF
- Signpost information that will go on the CF website, including dates and mods and encourage use of the portal. Ask for feedback on the portal
- Updates on key milestones for the Task Forces and CFF
- Highlight the guidance documents
- Provide an update on the other work outside the CFF on EVs if asked, and highlight an update on EVs will be given at CFF

8.2 The BSC panel meeting is on the 14th December. The DCUSA panel meeting is on the 20th December and the CUSC panel meeting is on the 15th December.

9 2018 Meeting Dates For The Charging Delivery Body & Charging Futures Forum

9.1 DW said that the next CDB will be on the 31st January. LW said he has a conflict on the 31st January. The next CDB after that will be on the 19th March. The Grid Code panel will be on the 21st March and the Task Forces will be meeting that week. The next CFF will be on the 28th February and will be at the same location as the previous forum, Prospero House, London. Hosting a future CFF in a different location will be considered, and we will continue to ask members.

10 Any Other Business

10.1 FW thanked VP for being the observer and said Ofgem and the CDB would be grateful for any feedback.