

Minutes of meeting to: Distribution Code Review Panel (DCRP) P2 WG P2 Review Monthly Meeting 3
MoM. No.: 16011094/3
From: DNV GL
Date: 27/3/2015
Copied to: David Spilliet DCRP P2 WG
 NERA attendees
 Imperial College attendees
 DNV GL attendees
Prep. By: Colin MacKenzie

DCRP P2 WG P2 Review Project

Time/Place: 10:30 – 15:00pm, Electricity Network Association, 6th Floor, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF, meeting room 3.

Participants:

Mike Kay (Electricity North West)	MK
David Spillett (Energy Networks Association)	DS
Steve Cox (Electricity North West)	SC
Alan Boardman (UK Power Networks)	ABo
Alan Creighton (Northern Powergrid)	AC
Diyar Kadar (Scottish Power Energy Networks)	DK
Saeed Ahmed (GTC-UK)	SA
Joe Duddy (RES)	JD
Suzanne Huntley (Northern Ireland Electricity)	SH
Mark Kilcullen (DECC)	MKK
Colin MacKenzie (DNV GL)	CMac
Alan Birch (DNV GL)	ABi
Goran Strbac (Imperial College London)	GS
Predrag Djapic	PD
Richard Druce (NERA)	RD

Appologies:

Tony Berndes (Western Power Distribution)	TB
Chris Marsland (AMPS)	CM
Konrad Borkowski (NERA)	KB
John Smart (Scottish Southern Energy Power Distribution)	JS
Gareth Evans (Ofgem)	GE
Loannis Konstantelos (Imperial College London)	LK
Ben Marshall (National Grid)	BM
Bob Weaver (Power Con)	BW

P2 Review Working Group Monthly Meeting 2

Meeting objective

The main objectives of the meeting were to:

- Review progress on actions from the last meeting,
- Report on progress, risks and tasks for the next month,
- Present the revised Phase 1 programme,

- Carry out the WS1 Workshop which is for the DCRP P2 WG to review and agree the plan and material for the WS1 Wider stakeholder engagement workshop on 1 May.

Agenda

1	Introductions welcome to ENA and housekeeping (<i>Fire Procedure etc.</i>)	MK	10:30
2	Statement on aim of meeting and key agenda items	C MacK	10:40
3	Review of actions from last meeting.	C MacK	10:45
4	Brief update on progress to date and tasks programmed over next month.	C MacK	11:00
5	Update on the project programme	A Birch	11:15
6	WS1 Project Initiation Workshop 1 ¹		
6.1	Overview of the agenda/content for the 1 May workshop	A Birch	11:30
6.2	Overview of the slide pack for 1 May workshop	C Mack	12:00
	Break		12:45
6.3	Feedback from WG on slide pack	C Mack	13:15
6.4	Feedback on Project Initiation Paper that supports the slide pack and will be circulated to workshop attendees prior to the workshop.	C Mack	14:00
6.5	Breakout sessions, do we have them? If so what key topic areas/ questions to be used. ²	A Birch	14:45
8	AOB	MK	15:00
9	Summary review of new actions	C MacK	15:15
10	Next Meeting – 1 May 2015		15:30

3. Review progress on actions from the last meeting.

CMac went through the summary list of actions from the previous meeting. Actions that are ongoing or have been amended and have still to be completed (e.g. revised date or revised action) are contained in the revised summary table of actions below. Any outstanding items were discussed during the meeting with regards to completing these.

¹ This is the internal DCRP P2 WG workshop to agree the content and material for the first wider stakeholder engagement workshop on the 1 May.

² Note, that it was agreed with the ENA prior to the meeting on 27 March that rather than workshops a panel session would be included to discuss key topic areas/questions at the Work Shop on 1 May to engage further with stake holders.

Summary of Previous Meeting Actions Remaining and Updates

		Action/Responsible/Due Date
Recap on the key P2 study issues		
What has changed over the last 18 months		
1	Consortium to consider the impact of relevant LCNF projects now they are more mature, special examples could include Electricity North West 's C2C project and DSR related projects in general on the P2 review. WS 2 activity for NERA and Imperial.	GS, RD/Consortium PM/during workstream 2. Ongoing
2	RIIO price control period commences with a new interruption incentive scheme, etc. Consortium to consider impacts during WS 2 techno-economic modelling. WS 2 activity for NERA and Imperial	GS, RD /Consortium PM/during workstream 2. Ongoing
3	Smart Grid Forum WS 7 project, DCRP P2 WG to provide Consortium with update on project outputs that could have an impact on the P2 review. Based on meeting on 26 Feb 2015 MK is to provide the presently available report setting out the WS7 project, followed by a soon to be published report first WS7 report setting out the scope.	The available WS7 report was provided by ENA on 2 March 2015. Action complete. The first WS7 report to be provided by DCRP P2 WG by 30 March 2015 subject to report release date. Action complete
	Consortium to consider impact of WS7 information provided by DCRP P2 WG on P2 review. WS 2 activity for NERA and Imperial.	GS, RD /Consortium PM/during workstream 2. Ongoing
4	Losses has been raised as a key issue by Ofgem driven by EU directives. Consortium to review and include in techno-economic assessments. WS 2 activity for NERA and Imperial.	GS, RD /Consortium PM/during workstream 2. Ongoing
5	Any issues relating to supply security in the latest ENTSO-E 10 year plan should be considered for potential impact on the P2 review. WS 2 activity for NERA and Imperial.	GS, RD /Consortium PM/during workstream 2. Ongoing
Consortium proposals to conduct the P2 review		
9	DCRP P2 WG to amend and approve list of stakeholders to be invited to the outreach event and send invites once date is confirmed with the Consortium (date allowing for 6 week notice period.	DCRP P2 WG/DS/ by 16 Feb 2015. Ongoing in collaboration with Consortium
11	DCRP P2 WG is to advise any other party that they would wish to peer review the modelling inputs and	DCRP P2 WG/DS/ by 23 Feb 2015.

Deleted: Ongoing



	Action/Responsible/Due Date
out puts in anticipation of a public consultation on proposals that may be justified (in part) by evidence produced using Imperial's techno-economic model.	Outstanding (agreed on 27/3/2015 to leave this open for further discussion with Ofgem would raised this item)
Overall governance	
12 Consortium to ensure all corespondance with DCRP P2 WG comes from the Consortium PM to David Spillet as the single points of contact in each organisation.	All consortium members/Consortium PM/ ongoing .
2.1 Regarding actions not carried out by the DCRP P2 WG, CM is to chase DS to resolve these issues.	CM/CM/ Ongoing
Stakeholder Engagement	
2.2 ABi is to prepare a half page publicity flyer for workshop 2 by mid-March covering what the event is, aims and who should attend.	ABi/ ABi/ 16 March 2015 Complete
2.3 DS to provide the consortium with the names and contact details of the key individuals at each DNO who should be interviewed directly as part of work stream 2 (i.e. individuals responsible for setting policy for the DNO's network planning teams to follow).	DS/ DS/ 23 March 2015 Ongoing in collaboration with Consortium
2.4 DS to provide the consortium with the names and contacts details for a single key person at each of the organisations in the wider group 2 stake holders to be engage with as part of work stream 2. The group 2 stakeholders would have a vested interest in P2 including trade organisations such as RenewableUK, REA, Energy UK, IDNO representative body, NGET, Ofgem, DECC, the HSE and others as necessary.	DS/ DS/ 23 March 2015 Ongoing in collaboration with Consortium
Programme	
2.5 The updated P2 review programme is to be presented at the next monthly meeting on 27 March.	CM/CM/27 March 2015 Complete

4. Brief update on progress to date and tasks programmed over next month.

CMac presented a summary of progress to the 20 March recorded in the monthly progress report from the Consortium. Note that the progress report will be circulated to all DCRP P2 WG members by DS with or shortly after the minutes are published.

Progress: Key points noted on progress were included in the slide pack for the meeting included with these minutes.

Potential Risks: Key points on potential risks from the progress report were included in the slide pack for the meeting included with these minutes. The two risks identified were discussed during the meeting and resulted in a number of actions, see action summary at the end of these minutes. The key risks identified were:

Work Stream	Forecast Issue/Risk	Impact of Risk/Issue	Proposed mitigation	Forecast reduction in impact due to mitigation
WS1	Issues identifying individuals in DNO and TO organisations and some other organisations to invite to workshop on 1 May.	Delay the workshop on 1 May. This will not delay the overall programme as WS2 can continue without this for some time.	DNV GL will collaborate with ENA and DCRP P2 WG to get details for DNO and TO invitees and contact other organisations to identify correct person to invite. DCRP P2 WG members provide named resources directly to DNV GL for their organisation	To keep to programme of workshop on 1 May. However, delaying the workshop by up to a few weeks should not be an issue to the overall programme.
WS2	Lack of response to data request list submitted to the DCRP P2 WG on 25/2/2015	Could start to impact on some of the WS2 sub workstreams	Consortium would like to discuss the best way to address this with the DCRP P2 WG.	None as yet.

Regarding WS1 confirmed that DNV GL was collaborating with DS on this and that the main outstanding invitees were those at the DNOs outside of the DCRP P2 WG members. MK agreed to draft a note to the DNOs to invite them to nominate key individuals to be invited to the 1 May event. MK to provide by 30 March, DS to circulate by 31 March.

DS/MK suggested that the invitation or invitation email include a note that the invitation can be circulated to others. A link on the invitation to an ENA registration site is to be included, copy of link to be provided to ABI by DS by 31 March.

DS/MK also suggested that the invitation is sent to NG's consultation list and the DCRP members list. DS will perform this task by 2 April.

MK also suggested that the invitation is sent to the Smart Grid Forum through Ofgem. MK is to carry out this task by 2 April.

DNV GL will forward the invite and invite text by 31 March.


Regarding IDNOs, SA is to provide contacts for other IDNOs by 31 March or to forward on the invitation he receives to the other IDNOs.

Agreed that Rob Kinnaird from DECC should be added to list of invitees.

Regarding WS2 the following actions were decided to help mitigate this risk and to assist with WS2.0 and the DNO key staff interviews which are related to the data request list to a large extent.

MK advised that a date for response to the data list would be required by the DNOs.

Regarding WS2.0 which covers the interviews with key DNO stakeholders MK advised that the consortium needs to approach these people quickly and get dates in their diary and then follow up with the list of questions. MK took an action to draft a note to the DNOs to identify individuals at the DNOs to be interviewed (to be completed by 30 March). Once identified DNV GL will set up interview dates.



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Noted that the interviews in part will be around the data request list from Imperial sent on 25 Feb. It was agreed that GS would provide an excel spread sheet for question responses to help DNOs provide the requested data. GS to complete this by 30 March for circulation with MK's note to the DNOs regarding individuals that should be interviewed, to be sent out on 31 March.

To manage progress with the DNO responses to the data list CMac is to setup placeholders for fortnightly conference calls with the DNOs for the next couple of months to allow a catch-up and discussion on progress and issues. Suggest that the ENA conference call facility is used. First call to be week starting 13 April.

Regarding cost data it was agreed that the DNO costs from the RIIO ED1 submissions may be the most suitable, however, there would be issues releasing this as it is commercially valuable to the DNOs. Agreed that MK would find out if this would be possible and report back.

Next activities: The activities for the next month from the progress report were included in the slide pack for the meeting included with these minutes. This shows a number of the WS2 sub-work streams commencing and completion of WS1 with the 1 May wider stakeholder engagement event.

5. Update on the project programme

ABi presented the updated overall project programme, included in the slide pack for the meeting (included with these minutes). ABi to note actions regarding WS2.0 discussed under agenda item 4.

6. WS1 Project Initiation Workshop 1.

6.1 Overview of the agenda/content for the 1 May workshop

ABi presented the planned structure and agenda for the 1 May wider stakeholder engagement event and asked MK if he wanted to make the opening introductions. MK indicated that he was happy to do this but would like to ask Steve Cox as the incoming head of the DCRP if he would wish to take on the role. MK also agreed that he would take the role of chair for the panel session.

Regarding the panel session at the end of the event DECC confirmed that they did not want to be on the panel due to the impending government elections. Regarding Ofgem being on the panel MK took an action to ask Gareth Evans from Ofgem if someone from Ofgem would wish to be on the panel. Subject to the foregoing the panel would include GS from Imperial, RD from NERA, someone from DNV GL (probably CMac), another DNO representative from the DCRP P2 WG and MK as chair. DCRP P2 WG to agree which DNO member is to sit on the panel.

DS indicated that the ENA could set up an email box for event attendees to provide their feedback. Agreed that this was a good idea and DS should set this up.

6.3 Feedback from WG on slide pack

CMac and GS presented the slides proposed for the 1 May event. The following actions and feedback were noted.

- It was agreed that someone from the DCRP P2 WG who is passionate about this review and familiar with the history and weaknesses of P2 should present the slides covering "Background", "The Way Forward" and "The Main Challenge". MK will do this but wants to ask other DNO DCRP P2 WG members if they wish to do this. MK to confirm who will present these slides at the event.
- MK indicated that a slide on the review governance is required and agreed to provide this.
- GS to provide his updated slide pack to CMac.
- Regarding the "Loss Inclusive Network Design" slide, GS is to ensure the key message from this slide is clear. At present the slide is very confusing and may need amended. SC will share the work ENWL has done in this area with GS.



- Regarding the Imperial slide showing the potential 4 network solutions, SC advised that VOLL works at a macro level but not at a micro level. Compensation needs to play a part in selecting the correct design option.
- CMac to provide slide pack to DS for distribution to the DCRP P2 WG members so they can provide any further feedback.

6.4 Feedback on Project Initiation Paper that supports the slide pack and will be circulated to workshop attendees prior to the workshop.

Since most DCRP P2 WG members had no feedback on the PIP it was agreed that WG members should provide their feedback to CMac by 7 April in order that PIP can be finalised for access to 1 May event attendees registering for the event.

One comment on the PIP was that in section 2.3 regarding common mode failures and low probability high impact events, it should be noted that storms are not recognised as HILP unless they were extreme, extreme events such as ice storms.

CMac thanked MK for his prompt feedback.

6.5 Key Topic areas/ questions for panel session

ABi went through the proposed main topic areas and questions for the panel session, see slide pack included with these minutes from the 27 March meeting.

Regarding Topic area 3 a sub topic covering impact of losses through the new losses incentive should be added. ABi to add this.

Two new high level questions were proposed, these are to be considered for addition to the panel session.

New question 1 is "How do we understand how customers value security, do customers need greater security now compared with 10 years ago, will there be greater dependency in the future e.g. through electrification of transport.

New question 2 what will the impact of smart meter be e.g. uses for DSR.

AOB

Under AOB the following was noted:

- (1) DCRP P2 WG members attending the 1 May event should plan to take part in a brief monthly DCRP P2 WG meeting immediately after the event from 3:30 to approximately 4:30.

Summary of New Actions

Action/Responsible/Due Date	
WS1 Stakeholder Event on 1 May Actions	
3.1	MK to draft a note to the DNOs to invite them to nominate key individuals to be invited to the 1 May event. MK to provide by 30 March, DS to circulate to DNOs by 31 March. DS& MK/DS/31 March
3.2	DS/MK also suggested that the invitation is sent to NG's consultation list and the DCRP members list. DS will perform this task by 2 April. DS/DS/2 April



	Action/Responsible/Due Date
3.3 MK also suggested that the invitation is sent to the Smart Grid Forum through Ofgem. MK is to carry out this task by 2 April.	MK/MK/2 April
3.4 DNV GL to forward the 1 May invite and invite text to DS by 31 March.	ABi/CMac/31 March
3.5 Regarding IDNOs, SA is to provide contacts for other IDNOs by 31 March or to forward on the invitation he receives to the other IDNOs.	SA/DS/31 March
3.6 Agreed that Rob Rob Kinnaird from DECC should be added to list of invitees.	Abi/CMac/1 April
WS2.0 Actions Assistance with 1:1 interviews and response to Imperial data request.	
3.7 MK took an action to draft a note to the DNOs to identify individuals at the DNOs to be interviewed (to be completed by 30 March).	MK/DS/31 March
3.8 DNV GL to follow up by arranging dates for face to face of conference call interview dates and times.	ABi&CMac/CMac/As names are notified.
3.9 GS to provide an excel spread sheet for question responses to help DNOs provide the requested data. GS to complete this by 30 March for circulation with MK's note to the DNOs regarding individuals that should be interviewed, to be sent out on 31 March	GS/GS/30 March DS/DS/31 March
3.10 CMac is to setup placeholders for fortnightly conference calls with the DNOs for the next couple of months to allow a catch-up and discussion on progress and issues responding to the data requests. Suggest that the ENA conference call facility is used. First call to be week starting 13 April.	CMac/CMac/ 2 April
3.11 Regarding release of RIIO ED1 cost data agreed that MK would find out if this would be possible and report back.	MK/DS/8 April.
Programme	
3.12 ABi to note actions regarding WS2.0 discussed under agenda item 4.	Abi/CMac/2 April
6. WS1 Project Initiation Workshop 1.	
6.1 Overview of the agenda/content for the 1 May workshop	
3.13 Regarding the event introductions MK indicated that he was happy to do this but would like to ask	MK/MK/ 10 April

		Action/Responsible/Due Date
Steve Cox as the incoming head of the DCRP if he would wish to take on the role. MK to advise who will carry out event introduction.		
3.14	Regarding Ofgem being on the panel session MK took an action to ask Gareth Evans from Ofgem if someone from Ofgem would wish to be on the panel.	MK/MK/ 10 April
3.15	MK to chair the panel session, however, the DCRP P2 WG is to agree which additional DNO member is to sit on the panel.	DS/DS/ 10 April
3.16	ENA to set up an email box for event attendees to provide their feedback.	DS/DS/ 30 April
6.3 Feedback from WG on slide pack		
3.17	Regarding slides covering "Background", The Way Forward" and " The Main Challenge". MK will do this but wants to ask other DNO DCRP P2 WG members if they wish to do this. MK to confirm who will present these slides at the event.	MK/MK/ 10 April
3.18	MK indicated that a slide on the review governance is required and agreed to provide this.	MK/MK/ 10 April
3.19	GS to provide his updated slide pack to CMac.	GS/GS/ 2 April
3.20	Regarding the "Loss Inclusive Network Design" slide, GS is to ensure the key message from this slide is clear.	GS/GS/ 10 April
3.21	Regarding the "Loss Inclusive Network Design" slide SC will share the work ENWL has done in this area with GS.	SC/SC/ 10 April
3.22	CMac to provide present slide pack to DS for distribution to the DCRP P2 WG members so they can provide any further feedback.	CMac/CMac/ 7 April
6.4 Feedback on Project Initiation Paper that supports the slide pack and will be circulated to workshop attendees prior to the workshop.		
3.23	DCRP P2 WG members to provide there feedback on the PIP to CMac by 7 April.	All DCRP P2 WG members/DS/ 7 April
6.5 Key Topic areas/ questions for panel session		
3.24	Regarding Topic area 3 a sub topic covering impact of losses through the new losses incentive should be added. ABi to add this.	Abi/CMac/2 April
3.25	Regarding two new proposed high level questions (see agenda item 6.5 notes). ABi to consider adding these to the questions for the panel	Abi/CMac/2 April



Action/Responsible/Due Date

session.

AOB

DCRP P2 WG members attending the 1 May event should plan to take part in a brief monthly DCRP P2 WG meeting immediately after the event from 3:30pm to approximately 4:30pm. All DCRP P2 WG members/DS/ 1 May

Next Meetings

The programmed next meetings for the DCRP P2 WG are:

DCRP P2 WG Meeting No.	Date
4	Monday 27 April . Moved to Friday 1 May. Venue to be advised.
5	Wednesday 27 May
6	Monday 22 June
7	Wednesday 29 July
8	Wednesday 19 Aug
9	Wednesday 23 Sept
10	Wednesday 28 Oct -Provisionally moved to Tuesday 27 Oct, DS to confirm.
11	Wednesday 25 Nov
12	Friday 18 December

1. All meetings will commence at 10:30 at the ENA unless advised otherwise.
2. Any material for circulation prior to the meeting should allow sufficient time for WG members to read prior to the meeting and as a minimum should allow 2 working days.