

Meeting of the Distribution Code Review Panel 4th September 2001

Minutes of the Meeting

Present :

P. Fleming	CER
J.O'Dwyer	ETCI
D.Austin	Eligible Customers
G.Kirwan	DSO, Chairman
G.Ryan	Independent Suppliers
D.Phelan	DSO
D.McCoy	TSO (Alternate)
T.Fallon	PES
T.Carroll	DSO(Alternate)
C.Dennedy	Secretary (Acting)

Absent: J.Gillespie, Embedded Generators

1. The main item on the agenda was the review of the draft document on the Constitution and Rules of the Panel. Following introductions this was discussed in detail. The outcome of these discussions is reflected in the revised draft which is being forwarded to all members.
2. It was agreed that the Chairman would incorporate the suggested revisions to the Constitution and Rules and forward to the members.
3. It was agreed that a form would be developed for making amendments to the Distribution Code. This form will be the standard means of introducing proposals for consideration.
4. It was agreed that the meetings would generally be held in Dublin but that occasional meetings would be held outside of Dublin to facilitate those members who are not Dublin based.
5. The date for the next meeting was set for Tuesday 4th December in Osprey House.

The Constitution and Rules of the Distribution Code Review Panel – Revisions

Distribution Code

- under review
- awaiting amendments
- Check hard copies available
- Discuss price

2 DEFINITIONS AND INTERPRETATIONS

- Alphabetic order

“Major Customer means Customers whose annual GWh consumption is greater than or equal to 4 GWh and who are supplied through the Distribution system”

- As defined by CER
- Reflects on group
- Customers will change
- Going to change – define

“Independent Electricity Suppliers” means any Supplier other than the Public Electric Supplier”

- Anyone from PES

“Supplier” means a holder of a supplier licence under section 14(1) ----- of the Act as amended under section 32 of Statutory Instrument No. 445 of 2000.

- Combine 2 definitions
- Also include Green Suppliers?

5. (a) Chairperson and two persons **appointed** by and represented the DSO.

6. ALTERNATES

6.1 Any appointment or removal of an alternate Member shall be effected by notice in writing executed by the appointed and delivered to the Secretary or tendered at a meeting of the Panel.

- Take out “tendered”
- Notify Secretary by email
- Person to appoint someone suitable from Organisation

7. REPRESENTATION AND VOTING

7.1 Panel should be notified if bringing an advisor i.e. Technical Advisor

- Option should be left open

10. MEETINGS

- Recommended Quarterly

- Start time: 10am
- If a problem, meeting times will be reviewed
- Grid Code: Quarterly

11. NOTICE OF MEETINGS

If somebody cannot attend a meeting:

- Nominate an alternative – contact person
- Change “or by shorter notice if so agreed in writing by **majority** of Members

12. PROCEEDING AT MEETINGS

12.3 If, within half an hour from the time appointed for holding any meeting of the Panel, a quorum is not present, the meeting shall be adjourned to such day, time and place as the secretary may notify to Members within 3 days of the adjournment. If at the adjourned meeting a quorum is not present within half an hour from the time appointed for holding the meeting, **the meeting shall in any event take place.**

12.4 Only matters identified in the agenda referred to in clause 11.2 (or a revised agenda submitted pursuant to sub-clause 11.4) shall be **resolved** upon at a meeting. However other matters may be raised under “Any other business”.

- Discuss – to be checked

13. RESOLUTIONS

13.3 A meeting of the Panel may consist of a conference between Members who are not all in one place but who are able (directing or by telephonic communication) to speak to each of the others and to be heard by each of the others simultaneously. The word “meeting” shall be construed accordingly.

- Recommend Conference Call

17. VACATION OF OFFICE

(c) He becomes of unsound mind or a patient for any purpose of any statute relating to mental health; or

- Remove from 17

18. MEMBERS RESPONSIBILITIES AND PROTECTIONS

18.3 The Panel, each Member and the Secretary may in relation to any act, matter or thing contemplated by this constitution act on the opinion or advice of, or any information from, any chartered engineer, lawyer, or expert in any other field, and shall not be liable for the consequences of so acting.

- Define “expert”

19. MEMBERS’ ADDRESS

- Change to work address

20.5 The Chairman taking into account the views of the Panel may determine that the Proposal:

(i) Does not merit any further consideration;or

- Re-word

20.6 Change 18.5 to 20.5

21. GENERAL

- Dist. Code and Grid Code(or other codes) – Conflicts.
- Gay to talk to Brian Dowd.

21.2 Notices

Unless otherwise expressly provided, any document, notice or other communication to be given to r be made by any person pursuant to or in accordance with this Constitution shall be in writing and sent preferably by e-mail or, failing that, **by letter**

- Specify read receipt on request

21.3 The DSO will decide, based on these representations, if the Constitution should be amended and shall notify the Commission accordingly.

- Role of Commission not defined

21.4 Change 23.3 to 21.4