**ELECTRICITY MARKET REFORM:**

**CfD EXPERT GROUP ON METERING - TERMS OF REFERENCE**

**Objectives:**

* To support the development of DECC’s Electricity Market Reform (EMR) programme, specifically on the Contracts for Difference (CfD) scheme and elements of the Supplier Obligation model;
* Provide expert feedback and suggestions, specifically on CfD metering issues (including settlement) to DECC either at Group meetings or via written format (email or letter correspondence); and
* Ensure that a wide range of expert input is available to inform the design of the CfD metering issues.

The Expert Group on Metering will sit below the CfD Expert Group and will explore proposals and highlight potential questions, challenges and practical issues, with a view to informing potential solutions and contributing to recommendations as requested by DECC.

DECC will retain responsibility for all advice and recommendations made to Ministers.

**Meetings:**

Meetings will follow Chatham House rules to protect confidentiality and allow members to speak freely in their expert capacity.

A two-hour meeting window will be scheduled, where possible, for Thursday afternoons, on a fortnightly basis beginning the week of 29 April 2013. However, the regularity, length and date/time of meetings may vary depending on the Chair’s availability, room availability and complexity of the topics proposed for discussion.

Meetings will be used to discuss individual issues in detail, although it may be necessary to stretch some issues over several sessions depending on appetite and need for further exploration. The forward agenda for meetings may therefore change to reflect this.

Confirmation of each meeting, including an agenda will be provided in advance to allow DECC and other group members to manage their work commitments.

A dedicated teleconference facility will be made available at all group meetings. The details are as follows:

Dial-in Line: 08444 737373

Pin: 274697

**Papers:**

DECC will aim to circulate an agenda and any other relevant material in advance of each meeting.

Group members will be required to handle any papers with discretion. For the purposes of facilitating group discussion, all papers developed by DECC should be treated as draft proposals and not as Government policy. If any protectively marked documents are shared with members, guidance on document handling will be provided and must be followed.

**Outputs:**

Major papers considered by the Group will be made available, where possible, on DECC’s website.

**Membership:**

Members of the Group have either self-nominated with a specific interest in metering under the CfD scheme, or have been referred as a technical expert by a member of the CfD Expert Group or trade association.

Replacements should be nominated from within the member organisation (or in the case of a referral, with support from the endorsee) and should have prior consent from the Chair.

DECC does, however, understand that circumstances might arise where members will be unable to attend meetings over a given period. In these circumstances, a suitable substitute/alternate may temporarily attend Group meetings.

Members of the Group are expected to act impartially and they, their organisations or any of their subsidiaries will not be bound by any recommendations made by the Group.

National Grid PLC officials that are members of this Group do not represent the views of the UK System Operator, but freely participate as an expert in their field. As such, their attendance should not be considered an implicit or explicit endorsement or agreement to the outcomes and will not bind the Operator or any of its subsidiaries to any recommendations made by the Group.

DECC reserve the right to review and modify membership of the Group as appropriate to ensure it remains effective.

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| Member | Organisation |
| Dan Mascarenhas (Chair) + CfD design and institutions leads  | Electricity Market Reform, DECC  |
| Emma McGuire | Office for Renewable Energy Development, DECC |
| Colin Prestwich | Smartest Energy |
| Bill Reed | RWE |
| Martin Alder | Opten |
| Chris Allanson | Northern Powergrid |
| Martin Mate | EDF Energy |
| Patrick Smart/Graham Pannell | RES |
| Ben Hall/Ed Hall | Cornwall Energy |
| Stephen Andrews | Lower Watts Consulting |
| John Lucas | Elexon |
| John Perkins/Yasharn Smith | National Grid |
| Michael Harris | DETI – NI Government |
| Andrew McCorriston | NI Utility Regulator |
| Max Aitken | Estover Energy |
| Holly Tomlinson | Ecotricity |
| Luke Hargreaves | OfGEM |
| Robert Asquith | New Earth Advanced Thermal Tech. |
| Stuart Stephens | Non-Fossil Purchasing Agency |
| Keith Munday | Carbon Catalysts Group  |
| Jonathan Graham/Tim Rotheray | Combined Heat and Power Association  |