



Commission for Energy Regulation  
An Coimisiún um Rialáil Fuinnimh

## Gate 3 Liaison Group

### Terms of Reference

Version 2

#### Revision History:

Version	Date	Changes / Content
Draft Version	February 2009	Draft Terms of Reference discussed at Liaison Group meeting on 24 <sup>th</sup> February
Version 1.0	March 2009	Inaugural Terms of Reference
Version 2.0	May 2010	Amendments primarily to reflect the inclusion of certain topics relating to the progression of the Gate 3 project from offer issuance to offer execution.

#### Purpose

1. The purpose of the Gate 3 Liaison Group (the “Group”) is:

- a. To discuss and facilitate the progress of the Gate 3 Offer Programme. The scope of the Gate 3 Offer Programme is the issuance of connection offers to Gate 3 applicants in accordance with the CER Gate 3 Direction issued on the 16<sup>th</sup> December 2008, and as modified by any further direction from the Commission as relevant.
- b. To help ensure that the key milestones of the Gate 3 Offer Programme are being adhered to. These are
  - i. Confirmation of conventional applicants to be made offers as part of Gate 3 by end of May 2009;
  - ii. Completion of ITC programme by end July 2009;
  - iii. CER confirms satisfaction with results and confirms that offer processing can commence by end of August 2009;
  - iv. Offer lead-times, and the scheduled firm access quantities for generators, to be published on the System Operators’ websites in September 2009;

- v. Connection offers to projects in Gate 3 to commence roll-out from December 2009; and,
  - vi. Completion of roll-out of offers in accordance with System Operators' Gate 3 Offer Programme by end June 2011.
- c. To share relevant information related to the implementation of the Gate 3 programme and communicate with stakeholders; and,
  - d. To provide a forum to discuss stakeholder views and concerns on Gate 3 issues, primarily those which affect the roll-out of the Gate 3 Offer Programme and related Gate 3 issues.
2. For clarity, the Group will not be a decision or a policy-making body, and policy issues that do arise at the meetings will be considered separately by the Commission as appropriate. In addition the Group is not a forum for discussing individual projects.

The Group discussions will be confined to:

- The scope of the Gate 3 Offer Programme as defined above; and,
- Issues of related interest to the delivery of Gate 3. This includes constraint studies, temporary connections, modifications etc. Issues related to offer acceptance/rejection ("offer execution") will be discussed separately to the offer issuance programme.

To facilitate the distinct and separate focus of both of these discussion items the meeting will be structured into two parts as outlined under "Meeting Structure" below.

## Meeting Structure

The Liaison Group performs a number of roles; it acts to facilitate the progress of the Gate 3 offer programme and help ensure that the key milestones are being adhered to. It also provides a forum for the Industry to communicate and discuss ongoing Gate 3 issues of interest. To support this multiple role function, the Liaison Group itself is structured into two distinct meeting phases, as follows:

1. The **first phase** focuses on a status update of the Gate 3 Offer Programme. This meeting includes a project status update from the System Operators followed by offer programme discussion items as relevant
2. The **second phase** facilitates a structured discussion on Gate 3 related issues as deemed relevant by the Commission. This includes:
  - Regular updates will be provided on the overall status of Gate 3 project outside of the offer issuance programme including an update on the uptake of offers and the overall progress of Gate 3 connections to the grid;

- Quarterly updates will be provided by EirGrid on GRID 25 and associated works; and,
- Other items will be discussed relating to the delivery of the broader Gate 3 project and its objectives as the Commission deems relevant.

The SOs will consider the issue of the overall status of Gate 3 project outside of offer issuance programme and bring forward a proposal to the Group at one of the upcoming Liaison Group meetings indicating how they plan to deliver these updates on a regular basis.

The second phase of the meeting will generally require attendees additional to the core Gate 3 Liaison Group membership (refer to next Section). Depending on the focus and agenda of individual meetings additional participants from the System Operators or representing various stakeholders may attend, subject to prior approval from the Commission.

## Membership

The Group membership includes representatives from the Commission, from the System Operators and from the renewable and non-renewable generation sectors. In addition to representatives from the Commission, the following are the current members of the Group:

<b>Member</b>	<b>Company / Organisation</b>
Derek Lawler	EirGrid
Shane Maher	EirGrid
Fergal McParland	EirGrid
Tony Hearne	ESB Networks
Paul Hickey	ESB Networks
Fiona O'Donnell	ESB Networks
Caitriona Diviney	IWEA
Pat Blount	Meitheal na Gaoithe
Séamus McCabe	Now Ireland
Erik O'Donovan	IBEC
Peter Coyle	Marine Renewables Industry Association
Grainne O'Shea	ESB Power Generation
Brian Linton	Viridian Power and Energy
Peter Hynes	Local Authority Representative
Technical Advisor	Representing IWEA, Meitheal na Gaoithe and Now Ireland

Membership may be substituted throughout the course of the project, but only with prior notification and approval by the Commission. Likewise, should any of the members wish to invite other attendees this should only be done with the express consent of the Commission.

## **Operating Principles**

- a. The Group will nominally meet on a monthly basis and will be chaired and minuted by the Commission. Ad-hoc meetings may also be held as required. The meetings will be held at the CER Office;
- b. The Commission will send a proposed meeting agenda to the group members at least ten business days before each meeting. Each member has until five business days prior to the meeting to suggest additional/other items for the agenda. The Commission will then circulate the final agenda to all members at least three business days prior to the meeting;
- c. Subsequent to the meeting, and within five business days, the Commission will circulate draft minutes of the meeting to all group members by e-mail. The group members have until 10 business days after the meeting to respond to the Commission with any comments or clarifications;
- d. The Commission will consider all comments received and will finalise the minutes. If no comments are received from the group within the aforementioned 10 day period the draft minutes are deemed to be the final minutes;
- e. The Commission will distribute to the group the final minutes within 12 days of the meeting; and,
- f. The Commission will then publish the minutes on the Commission's Gate 3 webpages as soon as possible.