

**55th Technical Panel Meeting
Approved Minute**

Present

Brian Saunders (BS) – CMA (TP Chair)
Amanda Hancock (AH) – CMA (TP Secretary)
Duncan Innes (DI) – Business Stream
Richard Lavery (RL) – Scottish Water
Peter Strain (PS) – Castle
Scott MacLeod (SM) – Cobalt
Mike Brindle (MB) – United Utilities
Tony March (TM) – AWBN
Steve Pywell (SP) – Severn Trent
Ian Grundy (IG) – Pure Utilities
Alastair Ross (AR) – Commercial Water Solutions
Paul Connelly (PC) – Blue Business Water
Stuart Baldwin (SB) – Aimeria
Stephen Dunlop (SD) - WIC

Apologies

Charles Yates (CY) - Commission
Belinda Oldfield (BO) – Scottish Water
Dave Siddall (DS) – Clear Business Water
Katy Spackman (KS) – NWG Business

1. Introductions and Minute

AH noted that no comments had been received on the minute of 18th August 2016. BS asked if the minute could be approved. The meeting agreed that the minute was approved.

2. Actions and Administrative Update

AH provided an update on the action log, noting that all actions from the previous meeting were now complete.

AH noted that no change proposals had been withdrawn by the CMA.

AH noted that MCCP201 Live Rateable Value and OCCP050 Form Updates to allow changes to 3rd Party References had been agreed since the last meeting. MCCP190 –R10 Performance Standard Amendments, MCCP196 T10 and T11 Name Change, MCCP197 LP Connection Reference and MCCP198 September 2016 Release CSD Drafting had been delivered on 29th September 2016.

AH noted that no new Commission Changes had been implemented, and new commission change MCCP207-CC Charging at Vacant Premises for Assessed Meters had been introduced since the last meeting.

There was one new Bulletin, BU115 – Software Release Note 115, and no new Guidance Notes issued since the last TP. Three new meeting dates had been added to the calendar.

3. Change Proposals in Progress

There were no change proposals in progress at this time.

4. New Change Proposals

MCCP207-CC Charging at Vacant Premises

RL introduced this change in the absence of CY, and talked through the additional changes required on top of those in MCCP204-CC, namely that for a, unmeasured property with a Rateable Value >£170k, the assessed meter size would be 20mm during periods of vacancy. BS asked what would happen to a premises when it returned to occupied, RL confirmed that it would revert to the rateable value as noted in the system. IG asked whether there was an element of unfairness between billing for landlord and tenant as a result of this change. Following a short discussion, it was agreed that there was not as this dealt solely with wholesale charging and had no bearing on retail charging.

DI noted that there were some secondary charges that would likely move into the negative retail margin in the next year or so, and hoped that these would be addressed in a similar manner. AH asked if SWBS was able to provide any further detail on examples, to share with the group.

AP409 SWBS to share examples of other services that may fall into negative retail margin in the coming year.

5. Forward Planning Report

AH presented the report and confirmed that a number of CPs had been delivered in September 2016 (CMACPx155, 158, 159, 161, 162 and 163. CMACPx166, 167 and 168 had been approved, and CMACPx169 was new.

AH asked if anyone had any question in relation to CMACPx166 which had been circulated, none were raised. AH provided some detail on the new CP which was in relation to adding validation in the Central Systems to stop an LP from submitting more than one transfer or estimated read for any given transfer.

AH noted that the Release Calendar had been updated and the only thing to note was the addition of MCCP207-CC which had been added to the March 2017 Release. AH advised the proposal was currently with the CMA Developers for impact assessment, and that there may be a risk to early delivery of March release. CMA would confirm this as soon as possible.

6. CMA Market Audit 2016

AH Introduced the 2016 Audit Summary document, and provided an overview of the content, which was similar to previous years. BS suggested that as part of the annual review of performance measures, Trading Parties may want to look at the feedback to ascertaining if the current measures were all still relevant, and driving the correct behaviour, or whether there were enhancements to be made.

No other comments were received.

7. Any Other Business

BS asked if there were any AOB items as there were none on the current agenda. AH advised the meeting that SSWB were now an active participant in the Market.

There being no further business, BS closed the meeting.

Action Summary

Action	Subject	Update
<i>From the minute of the 54th Meeting (18th August 2016)</i>		
AP404 CMA	CMA prepare Final Report for M CCP198 and forward to Commission for consultation.	Complete
AP405 CMA	CMA to prepare Final Report for M CCP201 and forward to Commission for consultation.	Complete
AP406 CMA	CMA to prepare Final Report for O CCP050 and forward to Commission for consultation.	Complete
AP407	WIC to send out a working group invite to the Market to discuss Charging at Vacant Premises.	Complete
AP408	CMA to forward C MACPx166 to all Trading Parties.	Complete
<i>From the minute of the 55th Meeting (20 October 2016)</i>		
AP409	SWBS to share examples of other services that may fall into negative retail margin in the coming year.	