

**66th Technical Panel Meeting
Approved Minute**

Present

David Sigsworth (DS)– CMA – (TP Chair)
Amanda Hancock (AH) – CMA (TP Secretary)
Jeremy Atkinson (JA) – CMA
David Innes (DIn) - Commission
Richard Lavery (RL) – Scottish Water
Duncan Innes (DI) – Business Stream
Peter Strain (PS) – Castle
Ian Grundy (IG) – Pure Utilities
Fraser Gourlay (FG) – Earls Gate Water
Mike Brindle (MB) – Water Plus Ltd
Tony March (TM) – AWBN
Mihai Vasile (MH) - Veolia

Apologies

Andrea Mancini (AM) – Commission
Belinda Oldfield (BO) – Scottish Water
Tom May (TMV) – Veolia
Rich Rankin (RR) – Brightwater

1. Introductions and Minute

AH confirmed that no comments had been received on the minute. There were no comments in the meeting and the minute was approved by the meeting.

2. Actions and Administrative Update

AH noted that AP451 was ongoing and would be added to the agenda for the October meeting. AP459 was also ongoing. AH further noted that AP458 and AP462 were complete and would be addressed in the meeting.

AH noted that no proposals had been withdrawn or rejected since the last meeting.

AH noted that M CCP229 had been implemented and that O CCP059 had been agreed and would be implemented shortly.

AH noted that Commission Change M CCP233-CC had been implemented on 2nd July, and that no new Commission changes had been introduced.

There were no new Bulletins or Guidance Notes issued since the last TP Meeting, however there were new TP dates proposed.

3. Change Proposals in Progress

O CCP058 Landlord SPID Amendment Process

AH confirmed that this proposal had now been updated by SWBS and was presented to the meeting for approval. DI confirmed that the proposal had been updated to reflect a change in the terminology in the Operational Code to Multi Tenancy to reflect discussions at previous meetings.

There were no comments received and OCCP058 was approved.

MCCP230 Multiple Occupancy SPID Creation

DI confirmed this proposal had been updated based on previous discussions to reflect a change to the Code and Central Systems from Landlord SPID to Multi Tenancy SPID (MT SPID). AH noted that change in terminology could be made more simply by linking the terms in the Code rather than undertaking system changes.

PS noted that the formal change of name in the system would be preferred. The consensus of the meeting was that it would be cleaner to make the necessary system / code changes. AH confirmed that these would be delivered in the March 19 Release.

AH also noted that the changes noted in MCCP232 surrounding definitions and error codes would need to be included in the sweep up for March as they were not noted in this proposal. AH to ensure this is picked up in the March MCCP.

On that basis MCCP230 was approved.

AH then asked whether the meeting wanted to split out delivery of this change to remove 5.15 as part of the September documentation update, with the system changes and other terminology changes being delivered in March 2019. The group agreed that this was their preferred delivery method.

**AP463 CMA to prepare final report for MCCP230 and OCCP058
and forward to WICs for consultation.**

4. New Change Proposals

MCCP228 Updates to Market Code Part 7 Cost Recovery

AH introduced this proposal and advised that this proposal has been brought forward to make a clear distinction between late payment and non-payment and mirror current practice. AH confirmed that the current Market Code drafting states that the CMA should notify all Trading Parties and WIC within 2 business days of non-payment. The CMA, at the request of the Market Auditor now provides a summary report on late payment to the TP under Item 5 and is proposing to extend the period of non-payment to one month.

RL noted that this seemed rather long and SW would want to know sooner than that in case there was any knock-on issues with wholesale charges. RL suggested 10 business days seemed more appropriate. DI supported this timescale.

JA added that the timescales had come from current practice, but accepted SWs concerns. RL further added that the 10 business days also aligned with an LPs terms as set out in the WSA for wholesale charges.

JA commented that the CMA would move to the 10 business days if that's what the Market felt was an appropriate timescale. The consensus from the meeting was that 10 business days was appropriate. AH would update the proposal before forwarding to the Commission for consultation.

AH also noted that following discussions with Scottish Water, a slight amendment to section 7.4.2 to attribute timescales for the issue of invoices to SW should also be made.

Based on the changes noted above, the proposal was approved by the TP.

AP464 CMA to update proposal and prepare final report for MCCP228 and forward to WICs for consultation.

MCCP232 September 2018 CSD Drafting

AH introduced this proposal and advised that this is the standard release drafting to capture any refinements to ensure the documentation aligns with the system. There are a few additional error codes which have been generated as part of the landlord SPID data item, and the CSD0301 Annex which is produced as an output of the release from the Central Systems.

No comments were received on the proposal, and the TP approved MCCP232.

AP465 CMA to prepare final report for MCCP232 and forward to WICs for consultation.

MCCP234 Timing of Remedial Reports for Performance Measures

AH introduced this proposal and advised that this has come as a result of a review on performance measures where the CMA has identified that there are a few measures where the window has not yet closed at the time the measures are run and are therefore not captured. By moving the running of the measures to the 17th Business Day, it will ensure all measures are appropriately captured.

As a result, we will also look to push out the remedial reports by one month to allow LPs time to analyse the data. DI asked whether there was a proposal to move back to the 6th business day at a future release. AH confirmed this was the case, but that we would bring forward a new proposal to do so at a future meeting which would be evidence based and provide the Market with any issues they should be aware of. DI confirmed that SWBS felt it would be more appropriate to run it later as it would capture the full month.

There was a discussion on the merits on when a failure occurred, whether it was at the time of the trigger or whether at the time of the actual failure. Both issues

would be given due consideration at the time of any future proposal on this issue. No other comments were received on the proposal, and M CCP234 was approved by the meeting.

AP466 CMA to prepare final report for M CCP234 and forward to WICs for consultation.

M CCP235 Peer Review Report

AH introduced this proposal and advised that this is an output from both discussions at previous TP /MPF Meetings, along with the performance measure review working group. This CP looks to introduce a new report on the LVI which is similar to the Market Level Report currently available but will be broken down by LP.

AH further added that it does not cover all measures. Scottish Water measures are excluded as they can be extracted from the Market Level Report. The R11 is also excluded as this will be phased out gradually with the introduction of Live RV.

Finally, AH added that for the R10 measures, the CMA will note the number of active meters an LP has alongside the failure rates.

DI asked whether TDisc was excluded from this. AH was unsure but would seek confirmation.

AP467 CMA to confirm whether TDisc meters were included in stats for R10 active meters.

No additional comments were received on the proposal, and M CCP235 was approved by the group.

AP468 CMA to prepare final report for M CCP235 and forward to WICs for consultation.

5. Forward Planning Report

AH noted that there were two new CMAPx's, 184 and 184. CMAPx184 dealt with an error on the 7C and 7D performance measure which meant double counting was occurring. The scale of this issue over the past 4 years was around £7k. AH confirmed she had discussed this with SW, and they would receive a refund for the over charge. The fix for this would be implemented with the September Release. The second CP was 185, which is an output from the performance working group to introduce a performance penalty for missing transfer reads. This CP will be delivered in March 2019. No comments were made on these CPs.

6. Any Other Business

Market Audit

AH advised that a number of participants had been liaising with the CMA's technical team, and that the final reports would be issued in the next few days. AH thanked participants for their time and confirmed that the final reports will provide participants with an overview of their performance, alongside the Market performance for benchmarking.

If you have any questions or concerns, then please feel free to raise these with Andrew Morris in the first instance. JA added that the presentation is very clear and concise, and hopefully participants will agree that they are easily interpreted. AH also added that going forward the scope would be reviewed in conjunction with input from participants.

DS added that he was keen to seek feedback from participants and hoped that the upcoming Chairman's lunches would be an opportune time to do this. There being no further business, DS closed the meeting.

Action Summary

Action	Subject	Update
<i>From the minute of the 63rd. Meeting (15th February 2018)</i>		
AP451	NC to schedule a review of the GDPR arrangements for the October MPF.	Ongoing
<i>From the minute of the 64th Meeting (26th April 2018)</i>		
AP458	DI to update OCCP058 and re-submit at the June TP Meeting.	Complete
AP459	WIC / SW looking at legal issues associated with the terminology.	Ongoing
AP462	DI to update MCCP230 and bring back to June TP for consideration.	Complete
<i>From the minute of the 66th Meeting (23rd August 2018)</i>		
AP463	CMA to prepare final report for MCCP230 and OCCP058 and forward to WICs for consultation.	
AP464	CMA to update proposal and prepare final report for MCCP228 and forward to WICs for consultation.	
AP465	CMA to prepare final report for MCCP232 and forward to WICs for consultation.	
AP466	CMA to prepare final report for MCCP234 and forward to WICs for consultation.	
AP467	CMA to confirm whether Tdisc meters were included in stats for R10 active meters.	
AP468	CMA to prepare final report for MCCP235 and forward to WICs for consultation.	