

108th Technical Panel Meeting Approved Minute

Present (via conference call)

Bob Downes (BD) – CMA (Chair)
Amanda Hancock (AH) – CMA (TP Secretary)
Jeremy Atkinson (JA) – CMA
Damian Sharp (DS) – CMA
Alastair Ross (AR) – Commercial Water Solutions
David Innes (DI) – WICS
Matthew Sijan (MS) - WICS
Cosmin Diaconita (CD) – WICS
Calum McLeod (CMacL) - Castle
Mark Whittall (MW) - WPL
Stephen McIntosh (SMcI) – Scottish Water
Fiona Matheson (FM) – SWBS
Thomas McDade (TMcD) – IBW
Camilla Fortuna (CF) – W2B
Matthew Glover (MG) – Wave
Nicola Balfour (NB) – Veolia
Letoia Mann (LM) – CBW
Emily Willans (EW) – EVER
Syndiso Bango-Dube (SBD) – WSL
Claire Hastie (CH) – SWBS (Part)
Greig Ogilvie (GO) – Precision (Part)

Apologies

Jonathon Astley (JAS) – Pure Utilities

1. Minute

AH advised that no comments had been received, and none were raised in the meeting. The Minute of 19 June 2025 was approved by the meeting.

2. Actions and Administrative Update

AH noted that AP581 was ongoing, and it was hoped that the working group could be established prior to the October Technical Panel. All other actions were now complete. There were no Change Proposals withdrawn, rejected or implemented since the last meeting. AH noted that M CCP312 had now been implemented. M CCP313 had been confirmed and would be implemented as part of the September Release.

AH noted no new Commission Changes had been approved or introduced. No new Guidance Notes had been issued since the last meeting, and no new bulletins issued since the last meeting.

AH noted that new proposed dates for 2026-27 had now been scheduled. The next in person meeting would be the October meeting at the CMA offices in Stirling.

3. Change Proposals in Progress

M CCP317 Extension of Central Systems Business Day

AH noted that this proposal has been discussed at a recent MPF meeting and was a result of Participants requesting additional access to the CMA Central Systems. Participants were invited to comment on a draft proposal that was issued to the June MPF Meeting. The only comments received were in support of the change in its current form and as such the proposal is presented to this meeting for approval.

AH noted that the CMA had clarified some business day questions with WICS in relation to the Performance regime, confirming that although the business days would in effect be longer, there were no changes to the number of business days Participants would have to meet their obligations.

No further comments were received, and the meeting approved M CCP317. CMA will draft up the final report and forward the proposal to WICS for consultation.

AP583 CMA to prepare the Final Report for M CCP317 and forward to WICS for consultation.

4. Potential Change Proposals brought forward from MPF

M CCP314 September 2025 Consolidated Drafting

This M CCP was brought forward from the MPF meeting for approval. No comments had been received in the MPF, and the Technical Panel approved M CCP314. CMA will draft up the final report and forward the proposal to WICS for consultation.

AP584 CMA to prepare the Final Report for M CCP314 and forward to WICS for consultation.

M CCP315 Smart metering - new meter and meter read types

AH confirmed that the CMA would update the CP and issue version B1 and B2 to WICS for consultation provided the meeting was content to approve the proposal. FM asked when the CMA historically updates the meter types with a meter read method would there be transactions. DS confirmed that there would not be transactions, but a list could be provided if Participants would like it.

AH noted that if the proposal was approved today, and then confirmed by WICS following consultation, there would be a funding gap given the size of this change. This could be overcome by either removing some of the changes already approved, or to seek funding from the CMA Board to access the performance charge fund to supplement the March Release, which would equate to less than one quarters performance charges. DS noted that as the change itself would be providing enhanced capabilities to the Market and could be delivered in March if funding was approved by the CMA Board, then it would meet the criteria for accessing funds. If the meeting was not supportive of this route, the CMA could look to implement the proposal in a later release. BD asked the meeting for an "in principle" decision to progress in this manner. SMCI confirmed that SWW was happy to approve in principle. FM agreed that this would be a good use of the performance money and would be beneficial to the Market.

On that basis the meeting approved M CCP315. CMA will draft up the final report and forward the proposal to WICS for consultation.

- AP585 CMA to prepare the Final Report for MCCP315 and forward version B.1 and B.2 with and without estimation to WICS for consultation.**

MCCP319 Change to ownership of Meter Location Code

AH confirmed that the MPF had no additional comments on this proposal and it was presented to the TP for approval. The meeting approved MCCP319 and the CMA will draft up the final report and forward the proposal to WICS for consultation.

- AP586 CMA to prepare the Final Report for MCCP319 and forward to WICS for consultation.**

5. Forward Planning Report

AH noted that CMACPx281 which would remove the ability to undertake double wildcard searches was now approved and scheduled for delivery in September. CMACPx285 was an additional service and this has also been approved and implemented. CMACPx286 has been approved and is awaiting implementation.

The available performance charge cash now stands at just under £2.4m. The most recent quarterly invoice totalled £338k in performance changes, with the CMA Board approving the spend of around £33k for the RoS project. An update on this project will be provided under the next agenda item.

6. Registers of Scotland Project Update (at this point Claire Hastie and Greig Ogilvie

BD welcomed Claire and Greig to the meeting. AH advised Participants that the output report had been issued previously, and that Claire and Greig would be taking the meeting through a slide deck to highlight some of the key outputs from the project.

The primary objective was to demonstrate that by attaching a title number to each SPID would enable Licensed Providers the ability to onboard the correct proprietor quickly and accurately when notified of a change in tenancy.

The pilot was undertaken in conjunction with Precision Data Solutions, and the FK postcode area was utilised. As set out in the report, the pilot was deemed a success with around 72% of SPIDs being matched to a title. In addition, there were some proposed improvements to UPRN data as part of this pilot.

CH stated that the pilot was completed under budget and results were delivered ahead of target. The next step is for the group to consider whether this could be rolled out Market wide, or whether it is left to LPs to manage their own data corrections and potential next steps moving forward. GO welcomed any feedback on the report, and offered to engage directly with any LPs that were keen to go through their individual results.

BD asked whether this is something that could be transferred across other utilities. GO stated that it could be beneficial if they have similar charging obligations. SMCI asked what the original starting point for the project had been, and whether it was a data set provided by the RoS, or whether it was resource intensive. GO confirmed it was a

manual matching exercise. SMCl also asked about churn levels and whether Precision had any statistics on this. GO did not have any detail at this time on churn.

TMcD was supportive of this project to enhance billing accuracy which will ultimately benefit customers. BD asked what the next steps for this project would be. FM commented that SWBS would be keen to progress with the project, but that it was up to the Market to determine whether this should progress individually with LPs or collectively as a Market. SMCl commented that an enduring project would be more valuable to the Market rather than a one off piece of work.

FM asked whether it would be beneficial to get a small working group to look at solutions for taking this forward or whether it would be something the CMA would want to lead on. AH commented that the CMA can see clear benefits to this, and could lead a roll out if that was the Market's request, however the CMA would need to understand the impact of the project and how it could be delivered given our other commitments at this time.

BD suggested it may be beneficial in the first instance to get a small working group to take this forward with support from the CMA. BD then thanked Claire and Greig for joining the meeting and taking it through the output of the pilot.

7. Water Commission Update

CD noted that WICS issued a reminder recently about the upcoming Market Health Check which is due to commence in October. It provided some timelines and the data sharing arrangements in the Market. CD reminded Participants they would need to provide the necessary contact information by the 26th August.

TMcD asked if it could be forwarded on as he did not have visibility of the email. CD agreed to forward this on.

8. Any Other Business

AH noted that no AOB had been raised in advance, and none was raised in the meeting.

There being no further business, BD closed the meeting.

Action Summary

Action	Subject	Update
<i>From the minute of the 107th Meeting (19 June 2025)</i>		
AP581	CMA to look into the prospect of setting up a small working group to try and generate interest in establishing projects to benefit the Market utilising the performance funds.	Ongoing
AP582	WICS to confirm what evidence they would require to support a change to the penalty level being applied to meter read failures at vacant sites with internal meters.	Complete
<i>From the minute of the 108th Meeting (21 August 2025)</i>		
AP583	CMA to prepare the Final Report for M CCP317 and forward to WICS for consultation.	

Action	Subject	Update
AP584	CMA to prepare the Final Report for M CCP314 and forward to WICS for consultation.	
AP585	CMA to prepare the Final Report for M CCP315 and forward version B.1 and B.2 with and without estimation to WICS for consultation.	
AP586	CMA to prepare the Final Report for M CCP319 and forward to WICS for consultation.	