

COMMISSION CHANGE PROPOSAL

Draft Form Version 1.2

This section to be completed by the TP secretary, on behalf of the TP

Change Proposal Reference.	MCCP091-CC	Version Number	D.1
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PART A – SUBMISSION

1. GENERAL DETAILS

a.	TITLE	Vacant Site Charging Admin Scheme		
b.	CONTACT NAME	David Walters		
c.	CONTACT E-MAIL		CONTACT TEL/MOB	
d.	ASSOCIATED DOCUMENTS	Annexes 1, 2, 3 and 4.		

2. MCCP/OCCP DETAILS

a.	ISSUE or DEFECT WHICH THIS MCCP/OCCP SEEKS TO ADDRESS
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All occupied eligible premises should be properly registered in the market and paying charges. It is the responsibility of Licensed Providers to maintain records of their customers, bill them appropriately and pay the necessary wholesale charges. This responsibility includes ensuring SPIDs registered to them are not flagged as vacant if the property is occupied; Licensed Providers must monitor changes in occupancy.

As wholesale charges are not collected when SPIDs are flagged as vacant in the Central System, Licensed Providers must remove the vacancy flag for the appropriate SPIDs in line with the Market Code once a customer occupies an eligible premise. This ensures Scottish Water receives the wholesale charges owed to it and the customer can be billed correctly.

We have developed this scheme to allow Scottish Water to orderly challenge the occupancy status of SPIDs. If Scottish Water successfully challenges the status, the CMA will change the status of the SPIDs and the Licensed Provider will be required to pay an administration fee.

After consulting with the Licensed Providers and Scottish Water, we have amended the scheme to recognise the different levels of wholesale revenue Scottish Water receives from different properties. Since Scottish Water receives more revenue from larger meters, the timescales within the scheme will be stricter for SPIDs with larger meters and less strict for SPIDs with small meters.

An outline of the scheme, along with the processes to be established under the auspices of the Market Code to support the scheme, are given in Annex 1.

Indicative User Requirements for those aspects of the scheme to be accommodated under the Market Code are also provided, in Annex 2.

d.	DRAFT LEGAL TEXT – required under Market Code Parts 8.7.1 (ii) (d) and 8.8.1 (ii) (d)
<p>In order to accommodate the principle that Scottish Water may raise an application to change the vacancy status of a Supply Point, the following change to the Market Code is required:</p>	
<p>5.5.2 Errors in SPID Data</p>	
<ul style="list-style-type: none"> <li data-bbox="488 539 1477 913">(i) If the CMA identifies an error in any SPID Data it shall request the submission of modified SPID Data from the relevant Data Owner in accordance with CSD 0105 (Error Rectification & Retrospective Amendments). If any Data Owner identifies an error in any SPID Data it shall submit modified SPID Data to the CMA in accordance with CSD 0105 (Error Rectification & Retrospective Amendments) as soon as it becomes aware of such error. <li data-bbox="488 943 1477 1093">(ii) The CMA shall be entitled to charge the relevant Data Owner for implementing the correction of the error in SPID Data as an Additional Service in accordance with Part 7 (Cost Recovery), Section 7.3.5. <li data-bbox="488 1122 1477 1435">(iii) If Scottish Water determines that an error may exist regarding the vacancy status of a Supply Point, it may submit a vacancy change application to the CMA, in accordance with CSD 0105 (Error Rectification & Retrospective Amendments). If such application is subsequently confirmed by Scottish Water, the SPID Data will be modified, in accordance with said CSD. 	
<p>The changes to CSDs to support the Market code are given in Annex 3 (changes to CSD0105 Error Rectification and Retrospective Amendments) and Annex 4 (Changes to CSD0301 Data Transfer Catalogue – Error Codes to be completed).</p>	
<p>3. TP ACTION REQUIRED</p>	
<p>IMPLEMENTATION BY TP</p>	
<p>4. ANY OTHER COMMENTS</p>	
<p>Implementation should be undertaken within the March 2012 Release, with a view to the scheme coming into effect on the 1 April, 2012.</p>	