
Technical Panel Meeting, 18 August 2011
Approved Minute

Attendees

Jeremy Atkinson (JA) - CMA
James Bream (JB) - Business Stream
Neil Cohen (NC) – CMA (TP Secretary)
Jessie McLeman (JMCL) - Scottish Water
Kevin Ensell (KE) – Osprey
David Walters (DW) - Commission
Brian Saunders (BrS) – CMA (Chair)

Apologies

Nick Mitchell (NM) – Wessex Water
Alastair Ross (AR) – Satec

Edgar Speak

A minute's silence was observed to mark the passing of Edgar Speak

1. Minute

The minute of the meeting of 16 June 2011 was approved.

2. Actions and Administrative Update

NC provided an update on the action log.

NC advised that AP151, AP152, AP153, AP155, AP156, AP157, AP159 and AP160 were complete. AP154 had been superseded. AP158 was ongoing.

NC confirmed that M CCP080 had been withdrawn at or since the last TP meeting.

NC confirmed that M CCP051 and O CCP033 had been approved by the Commission since the last meeting. NC also advised that Scottish Water anticipate updating the Operating Code Sometime towards the end of August 2011 to implement O CCP033.

NC confirmed that three new Commission Changes had been implemented since the last TP Meeting, M CCP084-CC, M CCP085-CC and O CCP034-CC.

NC confirmed that no new Commission Changes had been introduced since the last TP meeting.

3. Change Proposals in Progress

MCCP052 – De-Registration Transaction Flows

JMcL introduced the MCCP and noted that, at the last TP Meeting, Scottish Water took an action to update the proposal with references to performance charges and operational issues removed.

NC advised that, if the TP were in agreement that the proposal could now be subject to further development, an Impact Assessment should be undertaken and CSD drafting could be produced. A revised MCCP could then be put to the TP by mid-September for TP approval, subject to subsequent Commission approval, this would then allow the MCCP to be implemented in the March 2012 Release. The TP agreed to this approach and placed an action on the CMA to progress the MCCP.

AP161 CMA to develop requirements for MCCP052, progress an Impact Assessment, draft CSD changes and present an updated MCCP to the TP by mid-September for TP approval.

MCCP079 – De-Registration of New and Partial SPIDs

JMcL presented this MCCP and NC noted that the proposal had been developed after a meeting following the last TP to discuss approaches for removal of New and Partial SPIDs. NC advised that, if the TP were in agreement that the proposal could now be subject to further development, an Impact Assessment should be undertaken and CSD drafting could be produced. A revised MCCP could then be put to the TP by mid-September for TP approval, subject to subsequent Commission approval, this would then allow the MCCP to be implemented in the March 2012 Release. The TP agreed to this approach and placed an action on the CMA to progress the MCCP.

AP162 CMA to develop requirements for the MCCP079, progress an Impact Assessment, draft CSD changes and present an updated MCCP to the TP by mid-September for TP approval.

JMcL also noted that, once requirements were further developed, SW would be in a position to review the Operational Code to determine whether any changes might be required to support the process of removing New and Partial SPIDs from the market.

AP163 SW to review the Operational Code to determine whether an OCCP is required to support MCCP079, following further development of requirements for MCCP079.

MCCP082 –Expansion of Central Systems Error Codes

With comments on the User Requirements having now been provided, the TP approved this MCCP.

NC noted that, subject to Commission approval, this MCCP would be delivered for the September 2011 Release. Given the timescales DW asked that the Final Report be submitted at the earliest opportunity.

AP164 CMA to forward Final Report for MCCP082 for Commission approval

4. New Change Proposals

MCCP086 – Reporting on New and Partial SPIDs

JMcL introduced this MCCP and explained that it would facilitate the ability for SPIDs to be progressed to being chargeable, or to being removed from the market and is required at the earliest opportunity. KE asked what the scale of the issue is; NC and JA suggested that some 1000's of SPIDs were involved.

NC explained that this report would be identified in CSD0203 and that CSD drafting could be provided by mid-September. The cost of creating such a report was considered to be modest, so no Impact Assessment was proposed. Subject to TP approval and Commission approval, NC noted that this report could be made available from November, 2011. The TP agreed that the MCCP should be progressed, accordingly.

AP 165 CMA to develop CSD drafting and provide an updated MCCP086 for TP approval by mid-September, 2011.

5. Forward Plans

Issues List

NC presented the Issues list with supporting document for information, noting that 3 new issues had arisen and had been added to the list. Some consideration was given to the possible closure of two issues, Issue 52 and Issue 56, based on the suggestion that whilst possible solutions appeared to involve some complexity, the issues could be managed. However, the TP considered that issues should only be closed once some suitable action had been taken. KE suggested that the materiality and the timescale over which an issue had been on the log should be subject to review to facilitate the prioritization of issues. JA explained that the development of the CMA Workplan and the scheduling of Releases has to date been done largely on this basis; assessing which issues should be dealt with on the basis of audit requirements, the scale of the underlying problem and synergies from dealing with combinations of issues. However, for the future, this approach could be more rigorously applied if the Workplan and Releases could be driven from a log of change proposals, since change proposals require a more developed description of the problem and possible solution, are capable of being subject to Impact Assessment to reveal feasibility, as well as time and cost estimates, and would encourage more involvement in planning from the Technical Panel. This would also allow issues to be progressed and closed, by virtue of change proposals being raised. The TP asked that the CMA provide a view on how this process would operate.

AP166 CMA to provide a note on how issues can be managed, making use of a change proposal log.

Release Calendar

NC presented the Release Calendar with supporting documentation for information.

Workplan

NC presented the Workplan with supporting documentation for information. JMCL suggested that the recommendations from the Metering Working Group and the Data Working Group should be reviewed, to see what matters might remain and whether further meetings were required. The TP agreed that this should be done.

AP167 SW to review the current status of matters under the Metering Working Group.

AP168 CMA to review the current status of matters under the Data Working Group.

6. Performance Statistics

CMA Business Indicators

NC presented the Business Indicators Report, noting that the report now includes performance statistics for the CMA Central Systems, as requested by the TP.

Participant Performance

NC presented the market Level Participant Performance Report and noted that invoices arising from the performance measures would be issued shortly, as would party reports updated to include July data.

JA explained that the CMA Board had considered that the resultant cash inflow to the CMA (which would be liable to tax, if held by the CMA), rather than being re-cycled back to parties, could instead be made available to parties for use in 'additional' projects that would deliver market enhancements and assist new entrants. For example, a potentially useful project would be to undertake a comparison and matching exercise between the Central Systems database and the SAA reference database. JA noted that the Board was mindful of the need to not cut across the incentives put in place by the Commission, and it was for this reason that an 'additionality' test should be applied and the Technical Panel involved. JA explained that proposals for this initiative were currently being developed and the views of the Market Auditor were being sought.

BrS explained that the CMA Board would look to the TP to assist with the identification of these projects.

DW noted that this arrangement should not constitute an increase in costs to customers. KE noted that, given the nature of the performance charges, the amount of money raised through this route should diminish and that care should be taken not to plan projects that couldn't be funded. JA noted, by way of illustration as to the potential scale of cash generated initially, that the caps in the first quarter were of the order of £200k and for the first year, in excess of £720k. JA explained it was the Board's view that to address the uncertainty around revenue, participants should be asked to provide a forecast of the performance charges they expected to incur.

AP169 Participants to submit proposals for additional market-enhancing projects at the earliest opportunity.

7. Any Other Business

CSD Drafting

NC presented the pack of consolidated changes to CSDs reflecting the changes being delivered in the September 2011 Release. NC also noted that a further MCCP would be produced to reflect changes to CSD0301 Annex 1 (the XML) and detailed refinements to wording in CSD0101 to reflect the implementation approach for the fix to the validation of the provision of chargeable data, prior to a connection.

JMcL raised a concern relating to the flagging of Metered Building Water, whereby a SPID might switch with only the original LP having agreed connection arrangements with SW. DW suggested that this was a contractual issue for SW and the introduction of the Metered Building Water flag did not alter the fact that this is an existing issue.

JMcL raised a concern that the changes to CSD0101, relating to the validation of chargeable data prior to the acceptance of a connection might prevent SPIDs from being registered into the market. NC explained that this requirement currently exists in the CSD and the fix to implement the validation in the Central Systems arose from an audit finding. The proposed drafting changes merely refined the wording to reflect more precisely the practical approach that had been adopted for the fix. The TP were content to consider this once the MCCP had been provided.

AP170 CMA to provide the MCCP covering final refinements for the September 2011 Release.

Action	Subject	Update
<i>From the minute of the meeting of 16th June 2011</i>		
AP158 SW	Scottish Water to provide figures to the Commission on the number of outstanding Gap Sites that require to be processed through the system.	
<i>From the minute of the meeting of 18th August 2011</i>		
AP161 CMA	CMA to develop requirements for MCCP052, progress an Impact Assessment, draft CSD changes and present an updated MCCP to the TP by mid-September for TP approval.	

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AP162 CMA	CMA to develop requirements for the MCCP079, progress an Impact Assessment, draft CSD changes and present an updated MCCP to the TP by mid-September for TP approval	
AP163 SW	SW to review the Operational Code to determine whether an OCCP is required to support MCCP079, following further development of requirements for MCCP079	
AP164 CMA	CMA to forward Final Report for MCCP082 for Commission approval	
AP165 CMA	CMA to develop CSD drafting and provide an updated MCCP086 for TP approval by mid-September, 2011.	
AP166 CMA	CMA to provide a note on how issues can be managed, making use of a change proposal log.	
AP167 SW	SW to review the current status of matters under the Metering Working Group.	
AP168 SW	CMA to review the current status of matters under the Data Working Group.	
AP169 Parties	Participants to submit proposals for additional market-enhancing projects at the earliest opportunity.	
AP170 CMA	CMA to provide the MCCP covering final refinements for the September 2011 Release.	