

**34th Technical Panel Meeting
Approved Minute**

Present

Duncan Innes (DI) - Business Stream
Jessie McLeman (JMCL) – Scottish Water
Kevin Ensell (KE) – Osprey
Brian Saunders (BS) – CMA (TP Chair)
Amanda Hancock (AH) – CMA (TP Secretary)
David Walters (DW) – Commission
Jeremy Hobbis (JH) – Severn Trent
Ian Whatton (IW) - United Utilities
Paul Allen (PA) – Aimeria (via conference)

Apologies

Tom May (TM) – Veolia

1. Minute

The minute of the meeting of 21st February 2013 was approved.

2. Actions and Administrative Update

AH provided an update on the action log:

Action points AP265, 266, 267, 268, 269, 270, 271, 272, 273, and 274 have been closed off.

Action Points AP220, AP226, AP264 and AP275 are all ongoing.

AH noted that MCCP119 had been rejected and MCCP120 had been withdrawn by Business Stream at the last TP meeting in February.

AH noted that there were five Change Proposals implemented since the last meeting, namely MCCP095, MCCP109, MCCP111, MCCP113 and MCCP117. MCCP105 had been approved.

AH noted that there were no Commission Changes implemented or new Commission Changes introduced since the last Technical Panel Meeting.

AH noted that Bulletin BU093 was issued on 5th April.

AH noted that there were new TP dates proposed.

3. Change Proposals in Progress

MCCP103 – Retrospective Amendment of Transactions

AH noted that no decision had been made by the Commission at this stage, and therefore this proposal could not progress at this time.

DW stated that the Commissions' position on re-running RF had not changed and that they did not support it at this time. As such, the Commission confirmed that it did not support MCCP103 and that they would not be inclined to approve this change were the TP to pass to the Commission for consultation and approval.

DI confirmed that in light of the clarification provided on re-running RF, and the Commissions' lack of support, Business Stream would withdraw their paper.

AP276 CMA to note Business Stream's withdrawal of MCCP103.

MCCP104 – Changing Ownership of Meter X/Y Data and Meter Location Notes

AH advised that this MCCP had been circulated to the TP offline for approval, but that not all parties had approved, and therefore had been brought back to the TP.

AH further advised that it had been discussed at a recent Metering Working Group, and Participants had confirmed that the main concern was around the transfer of ownership of the X, Y co-ordinates, and that if they were left with the current owner, they would be more inclined to approve the proposal.

BS confirmed that they would be happy to amend the proposal, and this is what is being presented to the TP for approval.

BS asked the TP whether they approved the revised MCCP, and the group unanimously approved.

AP277 CMA to forward MCCP104 to Commission for consultation and approval.

MCCP112 Change in Effective Date Setting on T006.3 Transaction.

AH confirmed that no action was required at this time as the proposal had been approved by the TP and was currently with the Commission for consultation and approval.

4. New Change Proposals

MCCP123 – Removal of TI Flag from T029 Transaction

This MCCP was put forward by the CMA following on from the implementation of CMACPx123 which removed the Transition Indicator from a number of SPIDs in the Market via a script. Whilst this cleaned up the data, leaving the transaction in place means that the data can degrade over time.

The CMA would like to disable the functionality to switch TI on/off to ensure data quality.

BS asked the TP whether they wished to approve this MCCP. The TP unanimously approved the proposal.

AP278 CMA to forward MCCP123 to the Commission for consultation and approval.

5. Forward Plans

AH Presented the Item 5 papers, noting that following the issues list meeting in February, a number of issues were being closed off. AH advised that all proposed closures had been documented in the Item 5 papers, and that if there were any that Participants did not wish to be closed, they should notify the CMA. If there were no notifications, these would all be removed for the June TP.

AH confirmed that CMACPx123, which was the development of a script to remove TI and replace with unmeasurable where appropriate, had now been implemented.

AH advised that CMACPx124 had been created as an output from the customer survey, looking at enhancements to the LVI. This CP had been discussed with Participants, who had added a few enhancements.

CMACPx125 had been raised on the back of an enquiry from Scottish Water in relation to the Vacancy Admin Scheme. There was a minor bug identified with the T034.4 transactions where a change in vacancy status had not properly propagated through the history, or across to any related SPID. AH confirmed that the fix had already been implemented in CS.

JMcL noted that SW had intended to produce a report to the TP on the current vacancy admin stats, however in light of this bug, they did not feel it appropriate to produce the report at this time. The group agreed this should wait until the data had been corrected in CS before compiling the data required.

6. Performance Statistics

AH presented the CMA Business Indicators, Performance Statistics and Vacant Admin Scheme reports for the quarter, with nothing of significance to note.

7. Any Other Business

March 2013 Software Release

AH confirmed that the March 2013 Software Release had successfully been deployed on 11th April 2013. AH advised that unfortunately the trial release had not been successful as Scottish Water used dummy data as actual data had not been collated in time. AH further raised concerns that Scottish Water had advised at the HVI user group that it was intending to submit "holding" data once the release had gone in to allow LPs to submit meter reads. AH confirmed it was the CMAs position that no erroneous data should knowingly be submitted to CS.

DW enforced this view, stating that given the current Data project underway to clean up the data, it would take a dim view of any Trading Party knowingly entering erroneous data into CS, regardless of whether it was a holding position.

JMcL stated that she would need to take the matter away and investigate further as she was not aware that this was Scottish Water's intension. JMcL further stated that there may be some instances where SW would have no option but to enter holding data, as actual data was not available i.e. for tankered effluent.

As there was no further business, the meeting was closed.

Action	Subject	Update
<i>From the minute of the 29th. meeting (14th June 2012)</i>		
AP220 SW	Draft an OCCP to set out a process for progressing changes to Meter Dial Data	Ongoing
<i>From the minute of the 30th. meeting (16th August 2012)</i>		
AP226 BS	Business Stream to work on providing more detailed benefits to be considered when MCCP103 is next considered by the TP	Ongoing
AP236 SW	SW to provide Market Code and CSD drafting for MCCP112 at next TP Meeting in October	Complete
<i>From the minute of the 32nd Meeting (13th December 2012)</i>		
AP264 ALL	Participants to prepare internal data to support any proposed changes to existing measures.	Ongoing
<i>From the minute of the 33rd Meeting (21st February 2013)</i>		
AP265 CMA	At the request of the Technical Panel, CMA to re-issue the Settlement Calendar for FY 11-12 showing a new publication date for RF	Complete

Action	Subject	Update
	of 25 th March 2013.	
AP266 CMA	CMA to forward MCCP095 to Commission for consultation and approval	Complete
AP267 BS	Business Stream to arrange a working group to discuss ongoing issues related to the introduction of Trade Effluent onto the CS.	Complete
AP268 CMA	CMA to confirm if a new data transaction is to be used, and whether it can be avoided	Complete
AP269 BS	Business Stream to update MCCP104 to include a new data item for M1-M4 locations as set out in Scottish Water's Metering Code of Practice	Complete
AP270 CMA	Once updated MCCP104 received, CMA to circulate offline to the TP for approval.	Complete
AP271 CMA	CMA to forward MCCP105 to Commission for consultation and approval.	Complete
AP272 CMA	CMA to forward MCCP111 to Commission for consultation and approval.	Complete
AP273 CMA	CMA to forward soft copy of updated MCCP117 to TP Members for information	Complete
AP274 CMA	CMA to forward MCCP117 to Commission for consultation and approval.	Complete
AP275 BS	Business Stream to set up a working group to review operational form changes	Ongoing
<i>From the minute of the 34th Meeting (18th April 2013)</i>		
AP276 CMA	CMA to note Business Streams withdrawal of MCCP103	
AP277 CMA	CMA to forward MCCP104 to Commission for consultation and approval.	
AP278 CMA	CMA to forward MCCP123 to Commission for consultation and approval.	