

**53<sup>rd</sup> Technical Panel Meeting  
Approved Minute**

**Present**

Brian Saunders (BS) – CMA (TP Chair)  
Amanda Hancock (AH) – CMA (TP Secretary)  
Duncan Innes (DI) – Business Stream (via conference)  
Charles Yates (CY) - Commission  
Stephen McIntosh (SMcl) – Scottish Water  
Stuart Baldwin (SB) – Aimeria  
Peter Strain (PS) – Castle  
Scott MacLeod (SM) – Cobalt  
Stephanie Hurrell (SH) – Thames Water  
Mike Brindle (MB) – United Utilities  
Tom May (TMV) – Veolia  
Tony March (TM) – AWBN  
Katy Spackman (KS) – NWG Business

**Apologies**

Belinda Oldfield (BO) – Scottish Water  
Iain Clark (IC) – Commercial Water Solutions  
Steve Pywell (SP) – Severn Trent  
Joe Grundy (JG) – Pure Utilities

**1. Minute**

AH noted that no comments had been received on the minute of 14<sup>th</sup> April 2016. BS asked if the minute could be approved. The meeting agreed that the minute was approved.

**2. Actions and Administrative Update**

AH provided an update on the action log, noting that all actions from the previous meeting were now complete.

AH noted that MCCP185 Update to SPID Disconnection / Deregistration had been withdrawn by the CMA. MCCP195 Vacancy History Report had been withdrawn by Scottish Water. AH noted that MCCP192 – Effective Date of POLR Process had now been implemented.

AH noted there were no Commission Changes implemented since the last meeting, and that MCCP202-CC Deemed Contract Amendments has been introduced since the last meeting. There was one CMA Bulletin issued since the last meeting, BU114 Software Release 4.4.1. No new meeting dates had been added to the calendar.

### 3. Change Proposals in Progress

#### MCCP199 –CSD0301 Annex Update

AH confirmed that on implementation of MCCP192 in May, the CMA had identified a gap in the legal drafting, which omitted the new S reason code from CSD0301 Annex. This MCCP simply brings the Annex in line with CSD0301 and the Central Systems. In order to achieve this alignment as soon as possible, AH advised that this CP had been issued and approved by the TP offline, and that the CP was now with the Commission for consultation. No action was required by the TP at this time.

### 4. New Change Proposals

#### MCCP194 Settlement Reporting Changes

SMI introduced MCCP194 and highlighted the key changes to the Aggregate and Disaggregate files proposed. In summary, the Aggregate report would move to a tabular format and all disaggregated trade effluent data would be removed, leaving only an aggregated figure.

The disaggregated reports would now have two additional columns to highlight the “to” and “from” dates for any specific service element period, and vacant SPIDs to be included in all disaggregated files.

MB asked about the previous discussion around alignment with Open Water format. AH advised that this had been removed as it did not seem logical to align the formatting with a market that had not yet gone live. It was more beneficial to enhance what was currently in place to meet the requirements of the Market moving forward. DI added that SWBS did not see a great deal of cost / operational benefit in alignment at this stage and was happy to support the current proposal.

BS asked if the group was happy to sign off the proposal, the TP confirmed it was. CMA to complete final report and forward to Commission for consultation.

**AP401                    CMA prepare Final Report for MCCP194 and forward to Commission for consultation.**

#### MCCP200 POLR Opt In / Out Clarification

AH introduced this proposal and confirmed that the proposal sought to clarify an ambiguity in the current Market Code drafting in respect of the treatment of allocations that may occur across a financial year. AH went on to describe the scenario's that could occur and how the system would allocate on this basis. There was a discussion around the language used, and what the definitive point of allocation would be. In summary, the meeting was in agreement with the proposal in principal, and with what was currently in the system, but asked for further clarification on the wording to demonstrate this unambiguously. AH agreed to send

an updated document for circulation, and if no comments were received, would forward the updated CP to the Commission for consultation.

**AP402**            **CMA to circulate updated M CCP200 for any final comments.**

**AP403**            **If no comments received, CMA prepare Final Report for M CCP200 and forward to Commission for consultation.**

#### **M CCP202-CC Deemed Contract Amendments**

CY introduced this paper and highlighted that the amendment proposed looked to build upon the Deemed Contract Scheme that had been rolled out. CY asked if anyone had any comments on the proposal. No comments were received. AH asked when the Commission were looking to have this implemented. CY confirmed at the earliest opportunity.

**AP403**            **CMA to update Market Code and then publish the new version of the code.**

#### **5. Forward Planning Report**

AH presented the report and confirmed that C MACPx164 had been delivered. This CP delivered the removal of performance measure charges that had been applied to a number of SPIDs wrongly allocated through the Gap Site Process. C MACPx165 had been introduced, and would be delivered in March 2017. This CP would deliver a fix to the R9D and R9E performance measures where charges are applied to a transfer read when the actual transfer has been cancelled. AH confirmed that there had only been two occurrences since Market opening, and therefore was not deemed an urgent fix. AH further confirmed that the May Release had now been successfully delivered and that M CCP185 and M CCP195 had now been removed from the release calendar as they had been withdrawn.

CY highlighted that the Market had now hit a milestone and proposed over 200 change proposals. He asked how this compared with other markets. BS noted that this was moderate in comparison with the electricity, but was in agreement that it was indeed a milestone for the Market.

#### **6. Any Other Business**

BS asked if there were any AOB items other than those noted on the agenda, none were raised.

#### **Log In Credentials**

AH advised that it had been brought to the attention of the CMA that some trading parties were passing on their credentials to other members of their organisation and also to contractors. AH reminded participants of their obligation to keep these credentials confidential. AH further advised that there are no restrictions on the

number of users a trading party can have, nor on the permissions for each user. It was in the best interest of the organisation to create independent user profiles in order to maintain an accurate history of usage in the system.

### CMA Website

AH advised that the new CMA website would be launched in the coming weeks. AH thanked Participants for their input in relation to logos and websites, and advised that correspondence would be sent out in due course closer to the launch of the site.

### New Member

AH advised that Brightwater Services Limited were now active members in the Market.

BS asked if there was any further business. There being none, BS closed the meeting.

### Action Summary

Action	Subject	Update
<b><i>From the minute of the 52<sup>nd</sup> Meeting (14<sup>th</sup> April 2016)</i></b>		
<b>AP397 CMA</b>	CMA to formally withdraw MCCP185 and update all documentation accordingly.	Complete
<b>AP398 CMA</b>	CMA to record the withdrawal of MCCP195 and forward CMACPx160 to SW for consideration.	Complete
<b>AP399 CMA</b>	CMA to forward a copy of CMACPx162 to SWBS for consideration.	Complete
<b>AP400 CMA</b>	CMA to forward a copy of CMACPx163 to SW for consideration.	Complete
<b><i>From the minute of the 53<sup>rd</sup> Meeting (23<sup>rd</sup> June 2016)</i></b>		
<b>AP401 CMA</b>	CMA prepare Final Report for MCCP194 and forward to Commission for consultation.	
<b>AP402 CMA</b>	CMA to circulate updated MCCP200 for any final comments.	
<b>AP403</b>	CMA to update Market Code and then publish the new version of the code.	