

**61st Technical Panel Meeting
Approved Minute**

Present

David Sigsworth (DS) – CMA (TP Chair)
Amanda Hancock (AH) – CMA (TP Secretary)
Jeremy Atkinson (JA) - CMA
Andrea Mancini (AM) – Commission
Laima Andrejevaite (LA) - Commission
Duncan Innes (DI) – Business Stream
Tony March (TM) – AWBN
Peter Strain (PS) – Castle
Mike Brindle (MB) – United Utilities
Ian Grundy (IG) – Pure Utilities
Paul Connelly (PC) – Blue Business Water
Stephen McIntosh (SM) – Scottish Water

Apologies

Tom May (TMV) – Veolia
Belinda Oldfield (BO) – Scottish Water
Alan Logan (AL) – Source for Business
Katy Spackman (KS) – NWG Business
Dave Siddall (DSi) – Clear Business Water
Rich Rankin (RR) – Brightwater
Alastair Ross (AR) – CWS
Fraser Gourlay (FG) – Earls Gate Water

1. Introductions and Minute

AH confirmed that an updated minute had been issued following feedback from participants. There were no further comments and the updated minute was approved by the meeting.

2. Actions and Administrative Update

AH provided an update on the action log, noting that all outstanding actions had now been closed off.

AH noted that MCCP218 had been rejected by the Technical Panel since the last meeting.

AH noted that MCCP209, MCCP211, MCCP13, MCCP216 and MCCP217 had all been implemented at the September Release on 28th September 2017.

AH noted that no Commission Changes had been implemented since the last TP meeting, and no new Commission Changes had been introduced since the last meeting.

There was one new Bulletin, BU120 for the September Release, issued on 18th September 2017. No Guidance Notes had been issued, and no change to the TP meeting dates.

3. Change Proposals in Progress

AH noted that there were no change proposals in progress at this time.

4. New Change Proposals

MCCP220 New SPID Processing Timescales

AH advised that this proposal had been brought forward by Business Stream following an MPF paper on the subject. DI then introduced the paper and talked through the proposed changes to timescales and requirements. IG confirmed that Pure fully supported this change, adding that it would provide much needed clarity on the connections process. SMCl added that SW had no issues with the proposal, but suggested a check on potential impact on performance measures should be done. AH confirm that this was currently under way.

AM confirmed that the Commission was also supportive of this change. AH added that there may be a knock on OCCP required to support the change, DI took an action to review with SW and advise.

AP442 **DI to review Operational Code and advise if any changes required as a result of MCCP220.**

AP443 **AH to prepare final report and forward MCP220 to WIC for consultation.**

5. Forward Planning Report

AH presented the report and confirmed that there were a number of changes delivered as a result of the September Release, these had been updated on both the MCCP and CMAPx log. AH noted that section 5 in the forward planning report had been updated to reflect the most recent funding request from the SAA follow on project, taking the current approved budget to £290k. JA added that anything beyond this would be subject to Board approval.

AH highlighted that the new non compliant data report was now being produced for participants, which would provide them with information on any non compliant data being passed to them. AH further highlighted that this was split at a SPID level and did not specify the data owner. It would be up to the participants to check whether any non compliant data could be rectified by them, or alternatively Scottish Water. AH further added that the non compliance could be as a result of a carriage return or white space being contained in the data, which would not be

easily visible from the report. If participants had any queries, AH advised that they should forward them to enquiries in the first instance.

AH added that a new section 6 had been added to the report which provided an update on CMA invoicing delays. As an output from the most recent Market Audit, it was identified that the CMA should write to all Participants when a participant fails to pay, or is more than 10 days late with their payment. JA added that the CMA felt that a more appropriate way to address this was to highlight any issues at the TP meetings, and as such, had agreed to include this new section 6 into the forward planning report moving forward.

6. Any Other Business

DS asked the meeting whether there was any other business for discussion. The group confirmed there was not. There being no other business, DS formally closed the meeting.

Action Summary

Action	Subject	Update
<i>From the minute of the 60th Meeting (17th August 2017)</i>		
AP439	AMo to update URs and circulate to the group by 22/8/17. Participants to provide any feedback by COP on 29 th August.	Complete
AP440	AH to prepare final report for M CCP213 and forward to WIC for consultation.	Complete
AP441	AH to record M CCP218 as rejected by the TP	Complete
<i>From the minute of the 61st Meeting (19th October 2017)</i>		
AP442	DI to review Operational Code and advise if any changes required as a result of M CCP220.	
AP443	AH to prepare final report and forward MCP220 to WIC for consultation.	