

**65th 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
David Innes (DIn) - Commission
Alastair Ross (AR) – Commercial Water Solutions
Richard Lavery (RL) – Scottish Water
Duncan Innes (DI) – Business Stream
Peter Strain (PS) – Castle
Ian Grundy (IG) – Pure Utilities
Tom May (TMV) – Veolia
Tony March (TM) – AWBN

Apologies

Mike Brindle (MB) – Water Plus Ltd
Belinda Oldfield (BO) – Scottish Water
Fraser Gourlay (FG) – Earls Gate Water
Rich Rankin (RR) – Brightwater
Paul Connelly (PC) – Blue Business Water
Ewan Hardy (EH) – Lettermay Ltd

1. Introductions and Minute

AH confirmed that one minor comment had been received on the minute. There were no further comments in the meeting and the minute was approved by the meeting.

2. Actions and Administrative Update

AH noted that AP451 was ongoing, and had been updated to reflect that the review will take place in October rather than August as this will be roughly 6 months from when the changes take effect. AH further noted that AP458, AP459 and AP462 were all ongoing. All other actions were now completed.

AH noted that no proposals had been withdrawn or rejected since the last meeting.

AH noted that MCCP229 had been agreed, and would be implemented shortly. OCCP059 was currently under consultation with WIC.

AH noted that Commission Change M CCP231-CC had been implemented retrospectively on 5th April. New Commission changes M CCP233-CC Correction to CSD0207 Drafting had been introduced in order to pick up a minor error in one of the calculations in CSD0207.

There were no new Bulletins or Guidance Notes issued since the last TP Meeting, and there were no changes to the TP meeting dates.

3. Change Proposals in Progress

OCCP058 Landlord SPID Amendment Process

DI confirmed this proposal is currently awaiting a response from SW / WIC in relation to the legal points raised at the April meeting. The hope is that an updated proposal will be brought to the TP meeting August.

MCCP230 Multiple Occupancy SPID Creation

DI confirmed this proposal is currently awaiting a response from SW / WIC in relation to the legal points raised at the April meeting. The hope is that an updated proposal will be brought to the TP meeting August.

4. New Change Proposals

MCCP233-CC Correction to CSD0207 Drafting

AH introduced this proposal and advised that this is a commission change which looks to amend the conversion factor for LRV noted in CSD0207. AM added that the factor used in the WCS and also in the Central Systems is correct, and that this is a document change only.

No comments were received on the proposal.

5. Forward Planning Report

AH noted that there were no changes to the CMAP's, and two additions to the release calendar. The first was CMAP229 with was CS internal performance reports and CMAP276 which will look to bring the LP proportions for charging set out in M CCP229 on system.

The update on performance change funds had been updated to reduce the overall cost of the Landlord project by £7k and to update the tax position. No comments were received by the meeting.

6. Any Other Business

New Licensed Providers

AH advised that Lettermay Limited were now full CMA Members and were active on the Central Systems.

There being no further business, DS closed the meeting.

Action Summary

Action	Subject	Update
<i>From the minute of the 63rd. Meeting (15th February 2018)</i>		
AP451	NC to schedule a review of the GDPR arrangements for the October MPF.	Ongoing
AP454	NC to schedule a workshop to discuss the practical processes associated with Temporary Transfer, once details were understood.	Complete, delivered 31/5/18
<i>From the minute of the 64th Meeting (26th April 2018)</i>		
AP456	CMA to review latest GDPR paper and ascertain if there is any impact in Scotland.	Complete – no impact
AP457	All to provide any comments on the consultation on Disconnections to AM by 10th May.	Complete
AP458	DI to update OCCP058 and re-submit at the June TP Meeting.	Ongoing
AP459	WIC / SW looking at legal issues associated with the terminology.	Ongoing
AP460	AH to complete final report and forward OCCP059 to WIC for consultation.	Complete
AP461	AH to update MCCP clarifying which runs should be used, then circulate to the Group. AH also to prepare final report and forward MCCP229 to WIC for consultation.	Complete
AP462	DI to update MCCP230 and bring back to June TP for consideration.	Ongoing