

MARKET CODE / OPERATIONAL CODE CHANGE PROPOSAL

Form
version 2.2

Change Proposal reference
(To be completed by the TP Sec.)

MCCP193

Version No.

D.1

PART A — SUBMISSION

A.1. GENERAL DETAILS

A.1.a. TITLE Change to the Gap Site letter process

A.1.b. COMPANY Scottish Water

Change Proposals must be authorised by the person designated by the signatory to the Market Code Framework / Accession Agreement

A.1.c. AUTHORISED SIGNATURE NAME Belinda Oldfield

A.1.d. CONTACT NAME Stephen McIntosh CONTACT EMAIL; TEL/MOB. Stephen.mcintosh@scottishwater.co.uk
07875 873070

A.1.e. ASSOCIATED MCCP / OCCP MCC183-CC

A.1.f. ASSOCIATED DOCS.

A.1.g. PROPOSED URGENCY NON-URGENT

A.1.h. REASONS FOR URGENCY

The CMA CEO will review this information and make a decision as to whether to take this MCCP / OCCP forward as urgent as defined under Market Code Part 8.9.1

A.2. MCCP / OCCP DETAILS

A.2.a. ISSUE OR DEFECT WHICH THIS MCCP / OCCP SEEKS TO ADDRESS
Required under Market Code Parts 8.7.1 (ii) (b) and 8.8.1 (ii) (b)

Following the implementation of MCCP183-CC Scottish Water is required to send copies of the Gap Site letter(s) within 3 days of the T002 transaction to Licensed Provider allocated new Gap Sites via the allocator.

Following discussions and feedback from Licensed Providers letters may not be required in many/all cases in support of the Licensed Provider contacting the non-household customer and bringing them into charge. The process for retrieving the letter detail, monitoring the allocator and packaging the letter to each Licensed Provider following the T002 is an involved process and can be a significant overhead given the volume of Gap Sites currently being processed.

A.2.b. DESCRIPTION OF THE NATURE AND PURPOSE OF THE MCCP / OCCP AND HOW IT MEETS THE MARKET CODE / OPERATIONAL CODE OBJECTIVES AND PRINCIPLES FOR THE MARKET DOCUMENTS
Required under Market Code Parts 8.7.1 (ii) (c) and 8.8.1 (ii) (c)

General Description

Scottish Water understand that providing the letter detail to Licensed Providers can in some cases support customer contact and bringing customers into charge. This MCCP proposes to limit Scottish Waters obligation to provide the letter to Licensed Providers when it is actually required, so at the Licensed Providers request.

This will align and limit the overhead required to when the letter is actually required and where the provision of the letter will add value to the process.

A small change to the Market Code and CSD0101 is required to accommodate such a change.

Principles and Objectives affected
CMA Guidance Note GN009 may be referred to for assistance with this section

PRINCIPLE	AFFECTED (Y/N)	DESCRIPTION
Proportionality	N	
Transparency	N	
Simplicity, Cost-effectiveness, and Security	Y	Ensures the overhead associated to the process is aligned to where it actually provides value.
Non-exclusivity	N	
Barriers to Entry	N	
Customer Contact	N	
Non-discrimination	N	

Non-detrimental to SW Core Functions	N	
MC / OC OBJECTIVES		

A.2.c. IMPACT Required under Market Code Parts 8.7.1 (ii) (d), (f) and (g), and 8.8.1 (ii) (d) and (f)		
CONFIGURED ITEM	IMPACTED (Y/N)	DESCRIPTION
MC / OC	Y	5.4.11
CSDs	Y	CSD0101 (section 3.2.1 and 4.3)
Wholesale Services Agreements	N	
Licenses	N	
CMA Central Systems	N	
CMA business processes	N	
Trading Party systems	N	
Trading party business processes	Y	LPs will request letter detail. SW will provide on request / per agreement with LP

A.2.d. DRAFT LEGAL TEXT
 Required under Market Code Parts 8.7.1 (ii) (d) and 8.8.1 (ii) (d)

CSD0101
3.2.1

Step c1: Send Copy of Gap Site letter to Licensed Provider

Scottish Water shall send to the allocated Licenced Provider **upon request** a copy of the letter sent to **the** non-household Customer ~~within 3 Business Days of receipt of the T002.1.~~

4.3 Interface and Timetable Requirements

c1		SW sends copy of gap site letter to LP	SW	LP	within 3 BDs of T002.1 timestamp Upon Request			5.4.11	iv	
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Market Code
5.4.11 Gap Site Allocation Process

(iv) For the purpose of allocating customers at Gap Sites in accordance with Section 5.4.11 (iii) the following provisions apply:
 (i) ~~Within 3 Business Days of~~ **On** completion of Step c of Section 3.2.1 of CSD 0101, Scottish Water will, **upon request**, send the Licensed Provider a copy of the letter sent to the Eligible Premise under Section 5.4.11 (iii) (a). Scottish Water will also send any relevant tracking reference numbers which are available.

A.3. IMPLEMENTATION DETAILS

A.3.a. PROPOSED IMPLEMENTATION DATE OR LEAD TIME
 Timescale must not overlap with the period of consultation with the Commission and should take account of the impacts identified in Section A.2.c. Any quoted lead time should commence from date of Approval.

Next update of the Operational Code

A.3.b. ANY LIMITATIONS OR DEPENDENCIES FOR IMPLEMENTATION

A.4. ANY OTHER COMMENTS

PART B — TP ASSESSMENT

B.1. ASSESSMENT PROCESS

B.1.a. ASSESSMENT START DATE	2015-12-01	ASSESSMENT END DATE	2015-12-10
B.1.b. IMPACT ASSESSMENT REQUIREMENT		IA NOT REQUIRED	
B.1.c. CONSULTATION REQUIREMENT		TP CONSULTATION NOT REQUIRED	
B.1.d. ASSOCIATED DOCUMENTS (to this Part B)			

B.2. ASSESSMENT DETAILS

B.2.a. CHANGE SPECIFICATION AND IMPACT (if different from that originally submitted)

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B.2.b. DRAFT LEGAL TEXT (if different from that originally submitted)

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B.2.c. TP ASSESSMENT
Taking into account complexity, importance and urgency, and having regard to whether or not such proposal is within the relevant Objectives and Principles as required under Market Code Parts 8.7.1 (v) and 8.8.1 (iv)

Impact on Principles and Objectives (if different from that originally submitted)	
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Cost Estimate	
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Benefit Estimate (L: < 10k, M: £10k to £100k, H: > £100k)	
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B.3. TP DECISION	TP APPROVED
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B.4. FINAL TP VIEWS	Unanimously approved
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B.5. PLANNED IMPLEMENTATION DATE	2015-12-10
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WITHDRAWN BY PROPOSER?	NO
COMMENTS	
DATE OF WITHDRAWAL	

PART C — COMMISSION APPROVAL

C.1. DATE FINAL REPORT ISSUED TO COMMISSION	2016-01-12
C.2. APPROVAL STATUS	APPROVED CHANGE
C.3. DATE OF APPROVAL STATUS	2016-02-01
C.4. COMMISSION RESPONSE REFERENCE	

PART D — IMPLEMENTATION

D.1. IMPLEMENTATION DATE	17 February 2016
D.2. IMPLEMENTATION DETAILS (MC version, CSD versions, CMA Central Systems release number, etc.)	
Market Code v31	