

**74th Technical Panel Meeting
Approved Minute**

Present

David Sigsworth (DS)– CMA – (TP Chair)
Amanda Hancock (AH) – CMA (TP Secretary)
Jeremy Atkinson (JA) - CMA
Fraser Gourlay (FG) – Earls Gate Water
Richard Lavery (RL) – Scottish Water
David Innes (DI) - Commission
Fiona Matheson – Business Stream
Tony March (TM) – Wave
Ian Grundy (IG) – Pure Utilities
Tom May (TMV) – Veolia
Ewan Hardy (EH) – Lettermay

Apologies

Belinda Oldfield (BO) – Scottish Water
Mike Brindle (MB) – Water Plus Ltd
Robin Donald (RD) – Castle
Alastair Ross (AR) – Commercial Water Solutions
Andrea Mancini (AM) – Water Commission

1. Introductions and Minute

AH advised that no comments had been received on the minute, and as such the meeting accepted the Minute from 17th October 2019 was approved by the meeting.

2. Actions and Administrative Update

AH noted that AP459 was still ongoing, as confirmed by RL and DI. This action would be complete once the final determination is issued. AP484 was complete and the first meeting would take place on 20th February following the TP meeting. AP485, AP486, AP487 and AP488 were all complete.

AH noted that no proposals had been withdrawn or rejected since the last meeting. AH noted that M CCP243 and OCCP062 were agreed, and M CCP238, M CCP240 and M CCP242 had now been implemented.

AH noted that M CCP237-CC had now been implemented, and two new Commission Changes, M CCP244-CC and OCCP064-CC had been introduced since the last meeting. One bulletin BU130 had been published in relation to the October Release, and no Guidance notes issued since the last meeting.

No new TP dates had been proposed since the last meeting.

3. Change Proposals in Progress

OCCP063 New Connections Forms

RL confirmed that SW had responded to all outstanding queries raised at the last TP in relation to the above CP on the New Connections forms. He was unsure yet when the new forms would take effect as they were still doing some trials on them, and would be some time in the new year. Lastly RL confirmed that the portal will require PDE enquiries to be completed.

Given there were no outstanding issues, AH ask the meeting if the proposal could be approved on the basis all queries had been resolved. The meeting unanimously approved the proposal.

AP489 CMA to prepare Final Draft and forward OCCP063 and supporting documentation to WIC for consultation.

4. New Change Proposals

MCCP244-CC Access to Market Data

DI confirmed that as an output from the Market Review and the draft Determination, WICs will look to restrict access to market data until License holders can demonstrate their intention to participate in the Market.

TM asked where the threshold figures were derived from. DI confirmed that the Commissions analysts had reviewed market figures based on historic growth and deemed this figure most appropriate. TM then asked why the market share was based on volume and not wholesale revenue. DI confirmed that this was chosen to reflect the variance in business plans across the Market and that they would be happy to review this decision if it caused any concern.

Following discussion, it was agreed that as this didn't involve any additional work in the Market, it would remain as is.

MCCP247 Wholesale Scheme of Charge Changes for 2020 21

RL introduced this paper and advised that these changes reflect changes proposed in the WSoC for 2020 which are due to be published shortly. The changes herein have all been proposed on the basis of feedback from LPs.

The first change relates to unmeasured charging where fixed charges are traditionally based on the assessed meter size which is derived from rateable value. LPs have feed back that on certain RVs, margins when using the default tariffs are eroded, thus SW is looking to move to a default position that a 20mm meter would be used. There were no questions or discussion on this change.

The second change relates to temporary disconnection. RL confirmed that TDisc could be requested by the LP as a non-payment tool, or via the customer,

which was rare. The proposed change is that fixed charges would be suspended during periods of TDisc. IG noted that this was a sensible approach and has been a barrier to utilising TDisc as a tool for non-payment historically. No other comments or questions were raised on this point.

RL advised the third change relates to drainage. The proposal looks to bring in an alternative means to charge by surface area in specific scenarios. Customers can request a switch to area-based charging via their LP. TM asked what information they would be required to produced. RL confirmed that there was an OCCP being presented later in the agenda which would pick up the OCCP form requirements. FM asked what the process would look like. RL confirmed that the Customer would apply to the LP who would in turn complete the required OCCP forms with all the relevant details. SW would then undertake a site survey to verify this before changing the charging mechanism. IG asked if SW had a record of existing sites, and whether they would pro-actively be looking to move their charging structure. RL confirmed that they did not have a full list but did have some information. SW was not proposing to do this proactively and should be driven by the customer. Examples included loading bays and car washes.

FM asked about the price differential and for quotes how assessable would the information be on the surface area. RL confirmed that this would be applicable from 1st April, but SW recognised that there may be system implications for LPs and thus would look at an option for backdating if it was required.

IG asked if there would be MDS changes as a result of this change. TM and RL noted that there was already a field in the MDS for Surface Area, so unlikely to be any changes to the MDS.

There was no further discussion, and the TP unanimously approved this proposal.

AP490 CMA to prepare Final Draft and forward MCCP247 and supporting documentation to WIC for consultation.

OCCP064-CC Changes to Gap Site Process

DI introduced this proposal which would allow Scottish Water to introduce properties into the Market via the Gap Site using unmeasured services. RL added that Scottish Water is unable to bring sites into charge until a meter has been installed. This change will allow them to bring the site into charge as unmeasurable. The customer would have the ability at any time in the future to request a meter. IG noted support for this proposal and deemed it necessary to ensure customers were brought into charge in a timely manner.

No other comments were received on the proposal.

OCCP065 WSoC Changes 20/21

RL introduced this paper and confirmed this was the operational forms in support of M CCP247. AH asked whether the Degistration form would cause confusion and would an alternative be better suited. FM confirmed that SWBS felt that Form L (Re-assessment of Charges) may be a better place for it. RL confirmed that SW had no preference, and would be happy to look at an alternative.

AH noted that the current timescale for implementation was January, but should it be April once the March Release was delivered. RL thought possibly earlier to allow forms to be submitted in advance of this.

RL took an action to update the annex to move to Form L. AH would then circulate to the TP offline for approval.

AP491 SW to update OCCP065 and forward to CMA who would then circulate to the TP for offline approval.

OCCP066 Change of Ownership of SS Connection Date

RL introduced this paper and confirmed this was the OCCP in support of M CCP239 which had previously been approved and looks to transfer ownership of setting the connection date on sewerage only SPIDs.

No comments were received on this proposal and the TP Unanimously approved this proposal.

AP492 CMA to prepare Final Draft and forward OCCP066 and supporting documentation to WIC for consultation.

5. Forward Planning Report

AH noted that CMAPx191 had now been approved and would be implemented in February. As noted by RL earlier in the meeting, AH confirmed that M CCP247 had been added to the March Release in draft to ensure that if it was approved, the CMA would be able to deliver it in time. AH confirmed that the additional £169K for Q2 charges had been received and there were no changes to the late payment spreadsheet.

6. Any Other Business

New Entrant Activity

AH advised that there was no new activity at this time.

WICS Consultation Update

DI advised that work was ongoing and that additional time was required to give responses due consideration before making their final determination. FM suggested the MPF could be utilised for Participants to have a round table discussion on consultations generally as this didn't happen currently. She also advised that there was a UK Water Retail Council which often reviewed and submitted responses on Ofwat Consultations. AH asked if this was solely for the English Market. TM confirmed that it was set up to deal with the UK not just in England.

DS asked the Commission what engagement they had with the UKWRC. DI confirmed they had no interaction with them at this time. TM noted that the Commission had been invited to meetings, but as yet, had not attended any meetings. There was a brief discussion by the group on how the TP / MPF might engage with the UKWRC, possibly via a briefing or inviting someone along to speak at the MPF. CMA took an action to add a standing slot to the MPF for UKWRC updates. TM also took an action to look at options for the UKWRC to engage with the MPF in Scotland.

There being no further business, DS closed the meeting.

Action Summary

Action	Subject	Update
<i>From the minute of the 64th Meeting (26th April 2018)</i>		
AP459	WIC / SW looking at legal issues associated with the terminology.	Ongoing
<i>From the minute of the 72th Meeting (22nd August 2019)</i>		
AP484	CMA to set up a working group in relation to LP to LP contact and LP SPID lookup functionality.	Complete
<i>From the minute of the 73rd Meeting (17th October 2019)</i>		
AP485	CMA to prepare Final Draft and forward M CCP243 and supporting documentation to WIC for consultation.	Complete
AP486	BO to confirm whether the three questions in the CP are in addition to the existing 13 or are they a proposed replacement.	Complete
AP487	CMA to prepare Final Draft and forward OCCP062 and supporting documentation to WIC for consultation.	Complete

Action	Subject	Update
AP488	SW to respond to clarification questions on OCCP063.	Complete
<i>From the minute of the 74th Meeting (12 December 2019)</i>		
AP489	CMA to prepare Final Draft and forward OCCP063 and supporting documentation to WIC for consultation.	Complete
AP490	CMA to prepare Final Draft and forward M CCP247 and supporting documentation to WIC for consultation.	Complete
AP491	SW to update OCCP065 and forward to CMA who would then circulate to the TP for offline approval.	Superseded
AP492	CMA to prepare Final Draft and forward OCCP066 and supporting documentation to WIC for consultation.	Complete