

## Minutes of Code Change Committee

### Meeting 08

25 October 2022

MS Teams

Status of the Minutes: FINAL

Anthony Pygram	AP	Independent Chair	Ulrike Hotopp	UH	Independent Member
Mike O'Connor	MO	Independent Member	Neil Pendle (Alternate)	NP	Retailer Member
Mike Rathbone	MR	Wholesaler Member	Matthew Glover	MG	Retailer Member
Jessie Wright (Alternate)	JW	Wholesaler Member	Christina Blackwell	CB	Customer Representative
Steve Creighton	SC	Alternative Customer Representative			

#### AFFILIATE MEMBERS PRESENT

Dan Mason	DM	Ofwat Affiliate Member	Sarah McMath	SM	MOSL Affiliate Member
-----------	----	------------------------	--------------	----	-----------------------

#### SECRETARIAT

Adam Richardson	AR	Panel Secretary	Sam Mawby	SMA	Secretariat
-----------------	----	-----------------	-----------	-----	-------------

#### OTHER ATTENDEES

Darren Hayes	DH	Ofwat	Sasha Pearce	SP	Ofwat
Stuart Boyle	SB	MOSL Presenter (item 3)	Evan Joannette	EJ	MOSL Presenter (item 4)
John Gilbert	JG	MOSL Presenter (item 4)	Ivy Mandinyenya	IM	MOSL Presenter (item 5)
Huw Comerford	HC	MOSL Observer	Amanda Hinde	AH	MOSL Observer
Oli Robins	OR	MOSL Observer	Luke Coyle	LC	MOSL Observer
Stella Furniss	SF	MOSL Observer			

#### APOLOGIES

Paul Stelfox	PS	Wholesaler Member	Claire Yeates	CY	Retailer Member
--------------	----	-------------------	---------------	----	-----------------

## 1. Welcome and Introductions

- 1.1. The Chair welcomed members to the Code Change Committee (CCC) meeting.
- 1.2. It was confirmed that the meeting was quorate.
- 1.3. Apologies were received and accepted from CY and PS. NP attended as an alternate for CY and JW attended as an alternate for PS.
- 1.4. Code Change Committee members were asked to declare any potential conflicts of interest in relation to the meeting agenda. None were declared.

## 2. Minutes and Outstanding Actions

- 2.1. The Committee noted the minutes from CCC07 (22 September 2022) which had been circulated for review with the agenda and meeting papers for CCC08 . There were no additional comments, and the minutes were approved.
- 2.2. The Code Change Committee agreed that the following actions should remain open:  
CCC01\_08, CCC02\_01 and CCC03\_01.
- 2.3 With regard to CCC03\_01, following an interim review, the committee agreed to review the Project AMIDST (Advanced Metering Infrastructure (AMI) data strategic transfer) report during Q2 of 2023 following this project's conclusion. This would provide more evidence as to

whether it had been possible to maximise the benefit of implementing CPW087 [‘Ability for Wholesalers to add Meter Reads’](#).

### 3. Change Report

- 3.1. SB presented a summary of the change report. This highlighted the current delivery programme, the upcoming changes, the changes that were currently on hold, those in the pipeline, consultations and Ofwat decisions.
- 3.2. The committee noted that Ofwat had rejected CPM048 and CPW131 [‘Suspending MPS Charges Pending full review of the MPF’](#).
- 3.3. The committee noted that PIP134 ‘Data Cleanse Funding’ may form part of the agenda for the November CCC meeting as a Gate 1 decision. This was because it was likely to have an impact on MOSL’s 2023-24 business plan.
- 3.4. The committee noted that PIP103 ‘Change Process Improvements’ and PIP151 ‘SMR.QSP10: Visual Read Definition’ would now feature at the December CCC meeting. PIP117 ‘Interim Supply: Wholesale Charges’ had been placed on hold.
- 3.5. A member queried whether closing the consultation for PIP103 on 2 January 2023 would allow sufficient time for trading parties to contribute feedback. SB commented that the consultation period was likely to be longer to allow for the Christmas period. The committee asked that the consultation adopted a range of mechanisms to facilitate the timely input of feedback from trading parties to ensure that the progress of the change proposal was not slowed.
- 3.6. The Code Change Committee:
  - **NOTED** the change report.

### 4. Draft Recommendation Report – CPW070g Bilaterals Phase 6

- 4.1 The Code Change Committee considered the draft recommendation report for CPW070g [‘Phase 6 - Bilateral Transactions and Code alignment to CPW085 \(Premises Vacant transaction link to DPID\)’](#). This set out the proposed code amendments to deliver the final implementation (Phase 6) of processes under CPW070 which would include processes C2 and C3 (gap site registration), G2 merged, which incorporates G2, G3, G5 and G6 (trade effluent) and C5 which incorporates C6 (deregistration).
- 4.2 The proposal incorporated the code changes that were proposed by CPW085, which were approved by Ofwat. The rationale for this was to resolve a code conflict that would have

resulted when CPW085 was implemented after CPW070g, as both amended the trade effluent-related process G6.

4.3 CPW070g also proposed housekeeping changes to remove redundant provisions that held back the B3 process from release in Phase 4. Further minor housekeeping changes were proposed in response to Trading Party feedback.

4.4 JG provided an overview of the Bilateral programme headlines to date to give committee members the wider context of the project. The committee noted the following:

- Phase 5 had been completed successfully on Friday 30 September 2022 and had delivered database improvements and GDPR compliance for the Bilaterals hub.
- Phase 6 was on track to go-live on 29 November 2022 with B3, C2, C3, 'G2 merged' and C5 released into pre-production for trading party testing. An 86% response rate from trading parties (by SPID volume) to the first of two Phase 6 checkpoints had been achieved.
- Since the inception of the Bilaterals Hub the volumes of live processes raised had increased by over 50% (pro-rated) in the average volume of processes over RFI (Request for Information) reported figures.
- The only processes that had declined in the Bilaterals Hub were customer complaints and trade effluent enquiries.
- The post Phase 6 work would start from December 2022 with a programme closedown for the work undertaken to date due to be submitted to the CCC in January 2023.
- The options for continuing delivery beyond CPW070 would be shared at the CEO Forum on 3 November 2022 ahead of the publication of the draft 2023/24 business plan. Further changes in the form of PIP164 'Bilaterals Programme' will be submitted to the CCC during 2023 and the committee will receive an update on the proposed way forward in January 2023.

4.7 The committee noted an error in the Draft Recommendation Report. The data item D8350 (Request received date) will be updated to D8373 (Application received date) in the Final Recommendation Report to Ofwat, if approved by the CCC.

4.8 EJ made the committee aware that in relation to the objectives and principles it was possible to see that recommending the change would ensure that fundamental hub benefits would be applied to more processes including:

- Higher quality information in transactions meaning fewer rejections and more actionable requests.
- Retailer control over closure and resubmissions if the outcomes were not as expected for customers.
- Clearer reasoning for customers if Requests were deferred by Wholesalers.

4.9 EJ highlighted a number of specific new benefits to the processes incorporated in COW070g including:

- Gap site customers (C2 process) associated to retailers sooner.
- The trade effluent form (G2 form) is easier for customers to understand and complete.
- C5 reduces the risk of erroneous deregistration.
- All the trade effluent processes now have a SLA (Service Level Agreement)

4.10 EJ made the committee aware that Ofwat had received advanced sight of most of the documentation and were supportive of the suggested timescales for a decision to be made. DM confirmed that the timescales outlined were realistic.

4.11 A member asked whether the Codes had been aligned to the legal requirements for SLAs as outlined in the Water Industry Act 1991. EJ confirmed that the Codes had been aligned with the requirements of the Water Industry Act 1991.

4.12 A member asked whether PIP164 would include bulk uploads. JG responded that having established a tested method of delivery for bilateral change the next step would be to consult with trading parties via the MOSL business plan to identify which issues were most important to them, mindful of the cost implications. This would inform the next phase of the Bilateral programme.

4.13 The Code Change Committee:

- **AGREED** (unanimous) that CPW070g better facilitated the Principles of the WRC (Wholesale Retail Code)
- **AGREED** (unanimous) to recommend CPW070g: Phase 6 – Bilateral Transactions to Ofwat for implementation
- **AGREED** (unanimous) to recommend that, if approved, CPW070g be implemented on 29 November 2022 if Ofwat approval was received by 1 November 2022

## 5. Change Proposal Plan – CPM049 MAC Housekeeping

- 5.1 The Code Change Committee considered the change proposal for CPM049 '[MAC Housekeeping](#)'. The change proposal sought to resolve typographical errors and inconsistencies in the Market Arrangements Code (MAC), remove several redundant defined terms and definitions, and correct existing defined terms.
- 5.2 The Code Change Committee:
- **AGREED** (unanimous) that CPM049 better facilitated the Principles of the MAC
  - **AGREED** (unanimous) to delegate to MOSL the recommendation for CPM049 directly to Ofwat for a decision
  - **AGREED** (unanimous) to recommend that, if approved, CPM049 be implemented on 3 March 2023 if Ofwat approval was received by 8 February 2023.

## 6. AOB

- 6.1 The committee had no additional business to discuss.

### Closed Session:

## 7. Committee Reflections

- 7.1 The committee reflected on the meeting.
- 7.2 The committee suggested that the format and content of the monthly Change Report could be reviewed as part of the review of the Change Process mechanism.

**Meeting concluded.**