

## 103<sup>rd</sup> Technical Panel Meeting Minute for Approval

### Present (via conference call)

David Sigsworth (DS) – CMA – (TP Chair)  
Amanda Hancock (AH) – CMA (TP Secretary)  
Jeremy Atkinson (JA) - CMA  
Damian Sharp (DSH) – CMA  
Thomas McDade (TMcD) - IBW  
Cosmin Diaconita (CD) – WICS  
David Innes (DI) – WICS  
Jonathon Astley (JAS) – Pure Utilities  
Letoia Mann (LM) – CBW  
Fiona Matheson (FM) – SWBS  
David Morris (DM) - WPL  
Alastair Ross (AR) – Commercial Water Solutions  
Nicola Balfour (NB) – Veolia  
Matthew Glover (MG) – Wave  
Declan Drysdale (DD) – Castle  
Stephen McIntosh (SMcI) – Scottish Water  
Matthew McLeod (MM) – Waterscan

### Apologies

Richard Lavery (RL) – Scottish Water  
Calum McLeod (CMcL) - Castle  
Mark Whittall (MW) - WPL  
Emily Jerrome (EJ) – W2B

#### 1. Minute

AH advised that one comment had been received, which had been track changed in the updated minute that was issued for approval. No other comments were raised in the meeting. The Minute of 15 August 2024 was approved by the meeting.

#### 2. Actions and Administrative Update

AH noted that all actions were now complete. Final Reports for M CCP303, 304, 306 and 207 had been prepared and forwarded to WICS for consultation. There were no Change Proposals withdrawn or rejected. AH noted that M CCP296 and M CCP304 had been implemented since the last meeting.

AH noted no new Commission Changes had been approved or introduced. No new Guidance Notes had been issued since the last meeting, with one bulletin, BU165, in relation to the Software Release 7.5 was issued on 12th September 2024.

No new MPF / TP dates had been proposed, and the meeting was reminded that the current plan was to host the December 2024 meeting in person at the CMA's offices in Stirling.

#### 3. Change Proposals in Progress

AH noted there were no Change Proposals in progress at this time.

#### 4. New Change Proposals

AH noted there were no new Change Proposals at this time.

#### 5. Forward Planning Report

AH noted that CMAPx260, 264, 265 and 268 have all be delivered. AH reiterated the CMAs desire to get input from Participants on the new Market Information pages. CMAPx273 (Party Issues for March 2025), 277 (Additional Service) and 278 (Additional Service) are all new and awaiting internal approval.

The available performance charge cash now stands at just under £1.94m.

AH also noted that the late payment table for the new FY24/25 was now updated.

#### 6. Water Commission Update

CD noted that there was nothing in addition to the points raised in the MPF Meeting in relation to the Code of Practice and Market Health Check.

#### 7. Any Other Business

There being no further business, DS closed the meeting.

#### Action Summary

Action	Subject	Update
<i>From the minute of the 102<sup>nd</sup> Meeting (15 August 2024)</i>		
<b>AP571</b>	CMA to prepare Final Report for MCCP303 for submission to WICS for consultation.	Complete
<b>AP572</b>	CMA to prepare Final Report for MCCP304 for submission to WICS for consultation.	Complete
<b>AP573</b>	CMA to prepare Final Report for MCCP306 for submission to WICS for consultation.	Complete
<b>AP574</b>	CMA to prepare Final Report for MCCP307 for submission to WICS for consultation.	Complete