

OPERATIONAL CODE CHANGE PROPOSAL				Draft Form Version 1.2	
Operational Code Change Proposal Ref (Assigned by CMA)		OCCP028	Version Number (Assigned by CMA)	Version 1.0	
Title of the change		Changes to Form K			
1. GENERAL DETAILS		Proposers are reminded that Change Proposals must be countersigned by the Proposer's Contract Manager or the person designated by the signatory to the Market Code Framework /Accession Agreement			
Company:	Business Stream		Org ID if assigned:		
Signature:	Pass signed copy to the TP Secretary before the start of the TP meeting at which the MCCP is to be presented; please remove this text.		Date:	4/2/2010	
			Name:	Tom May	
Contact details for the Proposal - the contact should be able to deal with queries regarding this Operational Code Change Proposal and need not be the same person who has countersigned the Change Proposal					
Name:			Tom May		
Email Address:			Tom.may@business-stream.co.uk		
Telephone and or Mobile:			0131 445 8171		
Number of Associated Documents	00	Name or link to documents	Proposed Form K		
If the OCCP will also affect the Operational Code, an MCCP must also be raised					
Indicate if there is an associated MCCP			MCCP Ref:		
			CMA use only		
URGENT – IF PROPOSER HAS INDICATED THIS OCCP IS URGENT, STATE REASONS HERE					
The CMA Chief Executive will review this information and make a decision as to whether to take this OCCP forward as urgent as defined as under Market Code Part 8.8.1 (ii) (e)					
The change proposal is important and can be implemented at the next update of the operational code. The changes will bring the Form K in line with the existing Form F which is important for operational reasons.					
2. OPERATIONAL CODE CHANGE PROPOSAL DETAILS					
A	ISSUE or DEFECT WHICH THIS OPERATIONAL CODE CHANGE PROPOSAL SEEKS TO ADDRESS required under Market Code Part 8.8.1 (ii) (b)				

The existing Form F has been recently improved to allow the inclusion of multiple meters on one form. This now leaves the Form K inconsistent to this, we therefore propose a change to the Form K which will permit additional meter details onto a single Form K. This will mean that if required a number of meters can be checked on one single visit and this can be more easily coordinated if information is contained on one form.

B

DESCRIPTION OF NATURE AND PURPOSE OF THE CHANGE AND HOW IT MEETS THE OPERATIONAL CODE OBJECTIVES AND PRINCIPLES FOR THE MARKET DOCUMENTS required under Market Code Part 8.8.1 (ii) (c)

The Proposer should indicate which principles the change supports and whether there is any adverse effect on any principle(s).

- | | |
|------------------------------------------------|-------------------------------------------------------|
| a) Proportionality | e) Barriers to entry |
| b) Transparency | f) Customer contact |
| c) Simplicity, cost-effectiveness and security | g) Non-discrimination |
| d) Non-exclusivity | h) Not detrimental to Scottish Water's core functions |

The change is proportional to the effort required to implement and creates consistency with other operational forms ensuring a transparent process for License Providers. It is a simple change too which will not have a significant cost impact. The changes do not impact on customers negatively and could have a positive impact in terms of speeding up operational queries. The changes will also benefit Scottish Water by reducing wasted interaction with License Providers.

C

IMPACT – required under Market Code Part 8.8.1 (ii) (f)

The Proposer should indicate the sections of the Market Code affected, whether the Operational Code or CSDs, Wholesale Services Agreement or License is impacted and whether there are likely to be implications on:

- | | |
|----------------------------|---------------------------------------|
| a) Central Systems | c) CMA Interfaces/ Processes |
| b) Trading Party's systems | d) Trading Party's business processes |

The changes should have a beneficial impact on:

- Trading party's processes

The changes will have no impact on:

- The central system
- CMA interfaces and processes
- Trading party's systems

D

DRAFT LEGAL TEXT – required under Market Code Part 8.8.1 (ii) (d)

See operational code Form K attachment

3. IMPLEMENTATION DETAILS - 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 C. Any quoted lead time should commence from date of approval.
The Implementation Date can be the date of the next release of the Operational Code following Approval by the Commission
4. ANY OTHER COMMENTS

The full text of the objectives and principles for the Operational Code are set out in The Water Services (Codes and Services) Directions 2007 which can be downloaded from the Commission's website (<http://www.watercommissioner.co.uk/Comp/ServiceDirections.asp>)