



# Minutes of TEIC Meeting 11

11 September 2018 | 10:00 – 12:00  
Teleconference

Status of the Minutes: Final

## MEMBERS PRESENT

Name	Role
Zainab Mohammed	Chair
Peter Strain	Alternate Committee Member (Retailer)
Daniel Bourne	Alternate Committee Member (Wholesaler)
Mark Needham	Committee Member (Wholesaler)
Andrew Stringer	Committee Member (Wholesaler)
Phil Sinclair	Committee Member (Retailer)
Jamie Mack	Committee Member (Retailer)
Adsum Ravenhill (in part)	Alternate Committee Member (Wholesaler)
Evan Joannette	Affiliated Member (CCWater)
Elliot Bird	Meeting Secretary (MOSL)
Abu Rashid	Observer (MOSL)
David Edward	Observer (MOSL)

## APOLOGIES

Name	Role
Carolina Zenklusen	Committee Member (Retailer)
Janet Bulbick	Committee Member (Retailer)
Rob Barker	Committee Member (Retailer)
Matthew Aitkin	Committee Member (Wholesaler)
Patti Quintana	Committee Member (Wholesaler)
Tony Mchattie	Committee Member (Wholesaler)



## 1. Welcome and Introductions

- 1.1. The Chair welcomed Committee Members to the eleventh meeting of the Trade Effluent Issues Committee (TEIC).
- 1.2. The Chair passed on the apologies of Janet Bulbick, Rob Barker and Matthew Aitkin who were unable to attend the meeting.

## 2. Minutes and Outstanding Actions

### 2.1. Minutes

- 2.2. The Committee agreed to the accuracy of the minutes from the previous meeting (meeting 10), following an update by the Committee Secretary.

### 2.3. Actions

- 2.4. Following an update from the Committee Secretary, the Committee agreed to close 8 actions (**A02\_02, A03\_05, A07\_10, A10\_01, A10\_02, A10\_03, A10\_04** and **A10\_06**) from the previous meetings.
- 2.5. In relation to **A08\_01**, Committee volunteers to provide the update on the SVAM guidance in the next agenda item.
- 2.6. In relation to **A08\_02**, the Chair explained that they had been in communication with the Digital Strategy Committee (DSC), but that the DSC were focusing on solutions for bilaterals and had not yet had an opportunity to consider the TEIC's request. The Chair indicated that they would attempt to discuss this with the DSC at an upcoming meeting.
- 2.7. The Chair also highlighted that action **A02\_02**, to consider items identified by the TEIC that should be presented in a training session, had been closed because it was superseded by the action closed at the meeting to provide an agenda for a training session.

## 3. Updates

- 3.1. The Chair of the Committee provided an update to summarise the key pieces of work in progress, following the previous Committee meeting.
- 3.2. **Jargon Buster** – had been revised, based on the comments received by the Committee at the last meeting, and sent to Ofwat. Ofwat were due to meet this week to discuss the Open Water website and they confirmed this item would be on the agenda.
- 3.3. **Guidance on TE charging with no sewerage** – Committee Members had provided practical examples and diagrams of Trade Effluent charging without sewerage charges, which had been reviewed and incorporated into the guidance as requested. The aspiration was to publish the document that week and include in the MOSL monthly publication, so any feedback from the Committee was needed by Thursday, 13 September 2018.



- 3.4. **‘Do I need a consent?’ guidance** – The Committee Member responsible for the action had provided an update which highlighted that they had received and incorporated comments from Committee Members. Their intention was to present it to the Trade Effluent Practitioners Network (TEPN) in that week to gather further feedback.
- 3.5. **Guidance on completing the G/03 form** – Julie Whitelegg had provided an updated version on 7 September. A Committee Member asked that this also include drainage plan examples as in G/02 guidance. MOSL agreed to include this in the document prior to its publication and reaffirmed that this would be published on 28 September with the implementation of CPW036.
- 3.6. **SVAM Guidance** – One Committee Member volunteering to progress this action provided an update and highlighted that both Committee Members working on this change had not been available recently, and thus little progress had been made on the change. The Member stated that a meeting was scheduled between the two Members next, in which additional work would be undertaken.
- 3.7. **Future of the TEIC** – The Chair provided an update on the Panel decision for the TEIC explaining that the Panel intended to maintain the TEIC but suspend further work until March 2019. In addition, the Panel requested that the TEIC amend its terms of reference appropriately and review the current membership with the aim to maintain as many existing members as possible.
- 3.8. **Terminated DPIDs** – It was confirmed that the next CMOS release 5.0 would enter production on 26 October 2018 and would enable terminated Discharge Points (DPIDs) to be viewed along with the effective to dates on calculated discharges. This was highlighted as an issue in the May 2018 TEIC meeting. Additionally, CPW025 will be included in CMOS release 6.0 in May 2019, which allows TCORRs (corrective transactions) to be performed on inactive data items, including DPIDs.
- 3.9. The Chair also reported that the Operational Performance Standards (OPS) working group had reviewed the TEIC’s recommendation to the MPC on Trade Effluent Operational Performance Standards and agreed that both should be included. However, it did state that it would probably only introduce charging on the standard relating to consent applications, and not the second standard relating to sampling. This is subject to approval from the MPC at its September meeting. Further update to be provided next month.

#### 4. Change Proposal – Sewerage Wholesalers creating Meter Networks

- 4.1. The Committee had no comments on the draft Change Proposal and the proposed drafting, other than agreeing it would further the principle of non-discrimination, given that Sewerage Wholesalers will be able to create meter networks they are responsible for instead of relying on Water Wholesalers.
- 4.2. The Chair highlighted to the Committee that the change’s Proposer had provided the expected impacts on their organisation as a result of the change, and that it would be useful if other Wholesalers could also provide similar information to the Proposer. Wholesaler Committee Members agreed to provide this information where possible. Thames Water stated that it uses workarounds because of issues with creating meter networks so its impact would be smaller but confirmed this could perhaps help build a case.



4.3. The Committee:

- **AGREED** to the content of the draft Change Proposal
- **AGREED** to begin a request for information from the industry on the draft Change Proposal.

## 5. Training Session Requirements

- 5.1. The Committee discussed a draft agenda for a Trade Effluent training session to take place in late November or early December 2018.
- 5.2. Committee Members broadly agreed with the proposed agenda but highlighted that it should also include guidance on the dangerous substances list, sampling strengths and the use of meter networks for Trade Effluent charging.
- 5.3. MOSL took an action from the Committee to confirm a date for the training session with Committee Members, based on the availability of Committee Members.

**ACTION 11\_02**

- 5.4. Committee Members also asked if they could be shared the feedback received from the last training session. MOSL agreed to raise an action to provide this to Committee Members.

**ACTION 11\_03**

- 5.5. The TEIC also raised an action for MOSL to review the content of the issues log, created by the Committee in its earlier meetings, to ensure all suggested items for training had been covered by this proposed agenda and advise members.

**ACTION 11\_04**

## 6. Any Other Business (AOB)

- 6.1. A Committee Member asked where the list of hazardous substances would be stored following the implementation of CPW036. MOSL confirmed it would be on the MOSL website alongside the forms. The Chair agreed to confirm with Julie Whitelegg the final content to be published.

**ACTION 11\_05**

- 6.2. There was no further business and the Chair closed the meeting.

## Actions:

**TEIC11\_01** Wholesaler Committee Members to provide feedback on the impacts of the Change Proposal to meter networks.

**TEIC11\_02** Committee Secretariat to confirm the availability of the Committee and arrange a date for the proposed TEIC training session in November or December.



- TEIC11\_03** MOSL to provide Committee Members with the feedback received from last year's TEIC training session.
- TEIC11\_04** MOSL to review the TEIC issues log and determine whether all items for training have been addressed by the proposed agenda for the training session.
- TEIC11\_05** MOSL to communicate with TEPN to confirm current list of hazardous substances to be published and linked to the G/02 and G/03 forms.

The next Committee meeting is scheduled for: **11 September 2018, 10:30 – 15:30**, at:  
**MOSL,**  
**4th floor,**  
**16-18 Monument Street,**  
**London**  
**EC3R 8AJ**

The nearest tube stations are Monument, Bank and London Bridge