

# Panel 04 - Headline Report

12<sup>th</sup> April 2017

## OPEN SESSION

### 1. Minutes and Outstanding Actions

The Minutes and outstanding Actions of the Panel Meeting held on 28<sup>th</sup> March 2017 were discussed.

- The Panel **AGREED** upon the accuracy of the Minutes, subject to some minor amendments, and for the Final Minutes to be published on the MOSL website.

### 2. Updated Trading Disputes Committee Terms of Reference

The Panel considered the Terms of Reference (ToR) for the Trading Disputes Committee as a framework for Panel Discussion.

- The Panel **AGREED** the final version of the Terms of Reference with some amendments, and for it to be published on the MOSL website.

### 3. Market Performance Overview

The Panel were presented with a MOSL perspective of the Market Performance Framework for its information.

- The Panel **NOTED** the contents of the presentation and suggested that the model presented be viewed as a strawman that would develop as the market evolved.

### 4. Updated Market Performance Committee Terms of Reference

The Panel considered the ToR for the MPC as a framework for Panel discussion.

- The Panel **AGREED** the final version of the Terms of Reference with some amendments, but felt it should be reviewed by the newly formed MPC, and agreed to publishing it on the MOSL website.

### 5. Panel and Committee External Communications Policy

The Panel considered whether a policy should be established to manage external communications, including instances where a member of the Panel or Panel Committee is approached by the press.

- The Panel **AGREED** the proposed External Communications Policy for Panel and Committee Members; and
- **NOTED** that the policy would be published on the MOSL website.

## 6. Panel and Committee Recording and Broadcasting Policy

The Market Arrangements Code (MAC) requires that Panel meetings are held in open session. Panel Committee meetings may also be held in open session. The Panel has expressed a desire to be open and transparent. This Panel considered whether to adopt a recording and controlled broadcasting policy in support of this transparent approach.

- The Panel **AGREED** the proposed Recording and Broadcasting Policy for Panel and Committee meetings with some amendments; and
- **NOTED** that the policy would be published on the MOSL website.

### CLOSED SESSION

## 7. Market Performance Committee Nominations Update and Approval

The Panel Secretary had been seeking nominations over a 3-week period, submitted from Trading Parties, for members to form the Market Performance Committee (MPC). This Committee will act on behalf of the Panel on matters relating to Market Performance, and report back their recommendations for Market Performance related decisions. The Panel considered the nominations received and:

- **APPOINTED** 4 Wholesale members of the MPC from the nominations received;
- **APPOINTED** 2 Associated Retailer members from the nominations received;
- **APPOINTED** 2 Unassociated Retailer members from the nominations received;
- **NOTED** confirmation letters and employer release letters will be sought for all appointed MPC members, and organise a date for the first MPC meeting; and
- **APPOINTED** Nigel Sisman as the chair of the MPC.

## 8. Trading Disputes Committee Nominations and Approval

The Panel Secretary had been seeking nominations over a 3-week period, submitted from Trading Parties, for members to form the Trading Disputes Committee (TDC). This Committee will act on behalf of the Panel to investigate and resolve Trading Disputes between Trading Parties. The Panel considered the nominations received and:

- **APPOINTED** 4 Wholesale Members of the TDC from the nominations received;
- **APPOINTED** 3 Retailer Members from the nominations received;
- **NOTED** that confirmation letters and employer release letters will be sought for all appointed committee members, and organise a date for the first committee meeting; and
- **APPOINTED** Elsa Wye as the chair of the TDC.

## 9. Any Other Business (AOB)

A Panel Member raised an issue that consultation notifications may not be reaching all Trading Parties. The Panel Secretary agreed to provide these notifications directly to all Contract Managers and Panel Members, rather than through MOSL's communication team.

The Chair agreed to contact Retailer Trading Parties to request nominations for the one remaining Associated Retailer Panel Member position, and the three remaining Retailer positions on the TDC.

There was no further business and the Chairman closed the meeting.