

# Panel 03 - Headline Report

28<sup>th</sup> March 2017

## 1. Minutes and Outstanding Actions

The Minutes and outstanding Actions of the Panel Meeting held on 15<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. Overview of Change Process and Principles

The Panel received a presentation from the Panel Secretariat on the process for making changes to the market codes and the different routes the Panel can choose to take when progressing changes.

- The Panel **NOTED** the contents of the presentation and asked for the slides to be circulated to Panel Members following the meeting.

## 3. Updated Panel Terms of Reference

The paper set out an updated version of the Panel Terms of Reference (ToR) to capture the discussions and feedback received at the previous Panel meeting on 15<sup>th</sup> March 2017.

- The Panel **AGREED** an approach to Independent Panel Members appointing Alternates, as per section 4 of this Paper;
- The Panel **AGREED** the amendments made to the Panel Terms of Reference set out in Appendix A; and
- The Panel **AGREED** the Panel Terms of Reference as a working document and to be published on the Panel page on the MOSL website.

The Panel opened a new action for the Secretariat to recruit a new Independent Member of the Panel, to act as a standby Alternate for Independent Panel Members.

## 4. Delegation Policy

The paper set out an updated version of the Panel Delegation Policy to capture the discussions and feedback received at the previous Panel meeting on 15<sup>th</sup> March 2017.

- The Panel **AGREED** the contents of the Delegation Policy, subject to some minor amendments, as set out in Appendix A; and
- The Panel **NOTED** that MOSL will publish the Delegation Policy on the MOSL website and will share it with Panel and committee members.

The Panel opened a new action for MOSL to provide the Panel with a paper that outlines budget management between the Panel and its Committees.

## 5. Change Working Group Terms of Reference

This Paper set out the draft Terms of Reference as a template to be used for sub groups, which will be established by the Panel under the Assessment stage of the Code Change Process.

- The Panel **AGREED** the final version of the Terms of Reference, subject to some minor amendments, as a template for future Change Working Groups.

## 6. Change WRC070 – Clarification of Unsecured Credit Allowance

The Panel were presented with an updated version of this paper, following comments and discussion from the previous meeting on the 15<sup>th</sup> March 2017. It set out a proposal to enhance the clarity of wording for the use of parent company credit ratings and parent company guarantees for the purposes of Retailers obtaining an Unsecured Credit Allowance. It identified areas the Panel may consider in respect of the proposed change and recommended an assessment approach and timetable.

- The Panel unanimously **AGREED** to progress the Change Proposal to Industry Consultation stage with a fifteen (15) day Industry Consultation; and
- The Panel **AGREED** the questions to be considered in the Industry Consultation.

## 7. Change Report

The Panel received the first version of the Change Report. This report provided a monthly update to the Panel on the status and progress of Code and Non-Code Change Proposals. It also provided recommendations to the Panel on how to progress the current in flight changes being forwarded from the ICP to the Panel.

- The Panel **NOTED** the contents of this paper; and
- The Panel **AGREED** with the recommendations provided in sections 1.3 and 1.4 of this paper in terms of the progression of each In Flight Change Proposals.

## 8. GDPR Issue Committee Terms of Reference

This paper set out a draft Terms of Reference for the GDPR Issues Committee, and proposed a timetable for the work to be undertaken by the committee.

- The Panel **AGREED** the Terms of Reference and workplan for the GDPR Issues Committee;
- The Panel **AGREED** MOSL commences with the nominations process for committee members; and
- The Panel **NOTED** that the Terms of Reference will be published on the MOSL website.

## 9. Additional Services

The purpose of this paper is to consult with the Panel on the Additional Services MOSL will provide to its members.

- The Panel **COMMENTED** on the proposed schedule of additional charges; and

- The Panel **NOTED** that any comments will be reflected to the MOSL Board when it is finalising these additional charges ahead of publication.

## 10. Panel Nominations

The Panel were presented with an outline of the election process set out in Section 5.6.1 of the Market Arrangements Code (MAC), for the final associate Retail Panel member.

- The Panel **NOTED** the process and timeline for electing the final Panel Member.

The Chairman opened a new action to write a letter to associate Retailer members of MOSL, encouraging them to nominate a third representative for the Panel.

## 11. Any Other Business (AOB)

The Panel opened an action for Panel Members to provide their availability in the beginning of May for a rearranged Panel meeting on the 3<sup>rd</sup> of 4<sup>th</sup> of May.

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