

Panel Meeting 39 – Headline Report

28 January 2020

MOSL, WHITE BUILDING, 1-4 Cumberland Place, Southampton, SO15 2NP

This Headline Report provides a record of the decisions made by the Panel.

1 CPW076 Withdrawal

The Panel considered the Withdrawal paper for [CPW076 'Change to the current KPI for CSD002 OPS Measure C1a'](#). This change sought to introduce a new KPI for Operational Terms Process C1 'Verification of meter details or meter supply arrangements'. It proposed an increase in the time allowed for Wholesalers to provide a response where a site visit is required.

The Panel:

- **AGREED** the rationale provided for withdrawal (Unanimous);
- **AGREED** to suspend this change proposal (Unanimous); and
- **AGREED** that if no Trading Party wishes to become the proposer of this Change Proposal it shall be withdrawn (Unanimous).

2 CPM021: Panel Membership and Voting Rights

The Panel considered the Change Plan for [CPM021 'Panel Membership and Voting Rights'](#). This change sought to amend the membership of the Panel. The Panel noted an update from Ofwat regarding the progress of its 'Review of incumbent company support for effective markets'. The Panel noted that this review would include a commentary regarding industry governance. The Panel concluded that, in order to avoid any duplication of effort, it would be important to understand any key themes emerging from this work before considering CPM021.

The Panel:

- **AGREED** to place the assessment of CPM021 on hold pending further clarity from Ofwat regarding the findings of its review of incumbent company support for effective markets (8 in favour, 4 against).

3 CPM006: Introducing a process for Urgent Change Proposals

The Panel considered the Draft Recommendation Report for [CPM006 'Introducing a process for Urgent Change Proposals'](#). This change sought to introduce a process for progressing Urgent Change Proposals to the market codes. If approved, the change would introduce criteria to be used by Panel and Trading Parties in determining whether a Change Proposal should be considered urgent, along with a process for managing these.



The Panel:

- **AGREED** to recommend CPM006 to the Authority for approval (Unanimous);
- **AGREED** to recommend an implementation date of:
 - 15 May 2020, if Authority approval is received by 22 April 2020; or
 - 28 August 2020, if Authority approval is received by 5 August 2020.

Subject to approval of CPM006 by the Authority, the Panel:

- **APPROVED** the changes to the MAC and WRC Change Proposal Templates (Unanimous);
- **APPROVED** the Urgent Change Proposal Criteria guidance document (Unanimous);
- **APPROVED** the Urgent Panel Meeting Contact Guidance document (Unanimous).

4 CPM019: GDPR Data Security Standards

The Panel considered the Draft Recommendation Report for CPM019 'GDPR Data Security Standards'. This change sought to amend the illustrative examples of IT standards in Schedule 13 of the Market Arrangements Code.

The Panel:

- **AGREED** to recommend CPM019 to the Authority for approval (Unanimous);
- **AGREED** to recommend an implementation date of:
 - 15 May 2020, if Authority approval is received by 22 April 2020; or
 - 28 August 2020, if the Authority approval is received by 4 August 2020.

5 CPW082: Gap Site incentive Scheme

The Panel considered the Draft Recommendation Report for [CPW082 'Gap Site Incentive Scheme'](#). This change sought to formally recognise the current Retailer Wholesaler Group (RWG) Gap Site Incentive Scheme Good Practice Guide as part of the market codes.

The Panel:

- **AGREED** to recommend CPW082 to the Authority for approval (Unanimous);
- **AGREED** to recommend an implementation date of:
 - 1 April 2020, if Authority approval is received by 11 March 2020; or
 - 15 May 2020, if Authority approval is received by 23 April 2020.



6 CPW083: Vacancy incentive Scheme

The Panel considered the Draft Recommendation Report for [CPW083 'Vacancy Incentive Scheme'](#). This change sought to introduce a standard vacancy incentive scheme into the market codes.

The Panel:

- **AGREED** to recommend CPW083 to the Authority for approval (Unanimous with one abstention);
- **AGREED** to recommend an implementation date of:
 - 1 April 2020, if Authority approval is received by 9 March 2020; or
 - 15 May 2020 if Authority Approval is received by 21 April 2020.

7 CPM015/CPW071: Panel Self-governance

The Panel considered the Draft Recommendation Report for [CPM015/CPW071 'Panel Self-governance'](#). These changes sought to introduce an expedited change process ("Pre-Approval Change Process") for non-material code change proposals.

The Panel:

- **AGREED** to recommend the implementation of CPM015 & CPW071 to the Authority for approval (Unanimous);
- **AGREED** to recommend an implementation date of:
 - 15 May 2020, if Authority approval is received by 30 March 2020; or
 - 28 August 2020, if Authority Approval is received by 2 June 2020

Subject to approval of CPM015 & CPW071 by the Authority, the Panel unanimously agreed to:

- **APPROVE** the changes to the MAC and WRC Change Proposal Templates; and
- **APPROVE** the Guidance Document on Pre-Approval Criteria.

8 CPM017/CPW068: Market Incident Management Plan Committee (MIMP) Revisions

The Panel considered the Draft Recommendation Report for [CPM017/CPW068 'Market Incident Management Plan Committee Revisions'](#). These changes sought to remove the Market Incident Management Plan Committee (MIMP) as a standing committee.

The Panel:

- **AGREED** to recommend CPM017 / CPW068 to the Authority for approval (Unanimous);
- **AGREED** to recommend an implementation date of:



- 15 May 2020, if Authority approval is received by 31 March 2020; or
- 28 August 2020, if Authority approval is received by 31 July 2020.