



Change Proposal Withdrawal Policy

1. Overview

The process for proposing changes to the market codes is outlined in Sections 6 and 7 of the Market Arrangements Code (MAC). However, the codes are silent on withdrawing Change Proposals once they have entered the process.

This policy allows Proposers to withdraw their proposal if they no longer wish it to progress under the change process. It also allows the Panel Secretary to seek withdrawal of a proposal if its Proposer fails to engage with the change process. Reasons for withdrawing a change may include:

- a market development that makes the proposal obsolete
- the proposal is disproportionately costly relative to the benefit it provides
- the Proposer reconsiders their original rationale for making the change
- the change only benefits a small number of Trading Parties
- The change has no or negative customer benefit.

If a proposer withdraws from a change, but a second party wants to progress it, then the second party may adopt the proposal within ten Business Days of the change being suspended and Trading Parties being notified of this. The second party can be anyone who is authorised to propose a change to the relevant market codes, as set out in MAC Sections 6.1 and 7.1.

Formally withdrawing a Change Proposal will result in it being removed from the change process and the status of the Change Proposal on the MOSL Change webpage being updated to show it as withdrawn. Once a Change Proposal is formally withdrawn, it cannot be raised again for six months without prior consent from the Panel.

2. Process Steps

2.1 Withdrawal Request

To request that a Change Proposal be withdrawn, the Proposer will contact the Panel Secretary through the change mailbox codechange@mosl.co.uk. The Proposer will be requested to provide rationale why they believe the change should no longer be progressed.

If the Panel Secretary considers that a Proposer is unable or unwilling to support the progression of their Change Proposal in timescales previously agreed with the Panel, then the Panel Secretary or their representative will attempt to contact the Proposer to agree revised timescales for developing the Change Proposal. If the Panel Secretary or their representative is unable to contact the proposer or unable to agree timescales that are acceptable to the Panel, then the Panel Secretary may request on behalf of the Proposer that they withdraw the Change Proposal.

2.2 Withdrawal Request

The Panel Secretary or their representative will prepare a Paper requesting the withdrawal of the Change Proposal and the rationale for doing so, with support from the Proposer where available. The withdrawal request will be presented to the next Panel meeting if more than ten business days later. If the withdrawal request is received less than ten business days before the next Panel meeting, it will be submitted to the subsequent Panel meeting.

2.3 Panel Approval

The Panel will be invited to approve withdrawal of the change. If the Panel agree with the withdrawal, then the Change Proposal will be suspended pending notification to Trading Parties.

If the Panel disagree with the withdrawal, the Panel will provide justification. If the Proposer agrees to continue with the Change Proposal in timescales acceptable to the Panel, then it will remain open.

If the Panel disagree with the withdrawal and the Proposer is no longer willing or available to progress the change, then a new Proposer will be sought. This can be anyone authorised to submit a Change Proposal as stated in Sections 6.1 and 7.1 in the MAC, including Panel Members. The change will be suspended until a new Proposer is found.

2.4 Suspension

The Panel Secretariat will suspend work on the Change Proposal. The Panel Secretary will notify Trading Parties of the Panel's decision within three business days and invite a new Proposer to adopt the Change Proposal within a further ten Business Days. A new Proposer may adopt the Change Proposal in agreement with a Panel decision that a new Proposer be found or in disagreement with a Panel decision that the Change Proposal should be withdrawn.

If a new Proposer comes forward, then the Change Proposal shall be re-opened. The new Proposer shall not amend the original issue or problem statement but may amend the solution.

2.5 Withdrawal

If the Panel decides that the Change Proposal should be withdrawn and no new Proposer comes forward within ten Business Days of Trading Parties being invited to adopt it, then the Change Proposal shall be withdrawn.

If the Panel decides that the Change Proposal should not be withdrawn but no new Proposer is found, then the Panel may decide at a subsequent Panel meeting that the Change Proposal should be withdrawn immediately.

Appendix B: Process Map

