

Minutes of Panel Meeting 08

25th July 2017 | 10:30 – 15:30

Held at DeVere Holborn Bars, 138-142 High Holborn, London, EC1N 2NQ

Status of the Minutes: Final

MEMBERS PRESENT

Margaret Beels	MBi	Chair	Nicola Smith	NSm	Panel Member (Unassociated Retailer)
Mike Brindle	MBr	Panel Member (Associate Retailer)	Dylan Freeman	DF	Panel Member (Wholesaler)
Wendy Monk	WM	Panel Member (Associated Retailer)	Mark Holloway	MH	Panel Member (Wholesaler)
Simon Wilshire	SW	Panel Member (Associated Retailer)	Howard Smith	HS	Panel Member (Wholesaler)
Helyn Mensah	HM	Panel Member (Independent)	Adam Richardson	AR	Panel Secretary
Nigel Sisman	NSi	Panel Member (Independent)	Chris Scoggins	CS	Affiliated Panel Member (MOSL)
Jon Vinson	JV	Panel Member (Independent – Alternate for Elsa Wye)	Priya Sinha	PS	Affiliated Panel Member (Ofwat – Alternate for Dan Mason)
Trevor Nelson	TN	Panel Member (Unassociated Retailer)			

OTHER ATTENDEES

Rebecca Mottram	RM	Market Design Lead (MOSL)	Harry Osei-Tutu	HO	Presenter (MOSL)
Mihai Ciurba	MC	Presenter (MOSL)	Samir Rahim	SR	Presenter (MOSL)
Oscar McLaughlin	OM	Presenter (MOSL)	Janet Bone	JB	Presenter (Yorkshire Water)
Jordan White	JW	Observer (Anglian)	Antoine Schmidt	AS	Observer (Thames Water)

APOLOGIES

Elsa Wye	Panel Member (Independent)
Richard Moore	Panel Member (Unassociated Retailer)
Steve Hobbs	Affiliated Panel Member (CCWater)
Dan Mason	Affiliated Panel Member (Ofwat)

1. Welcome and Introductions

Purpose: For Information/Decision

- 1.1. The Chair began by welcoming the Panel to its eighth scheduled meeting.
- 1.2. The Chair announced that the MOSL Board had appointed Jim Keohane as the new Chairman. The Chair informed the Panel that the new Chairman had over 30 years of business experience in the energy, utilities and aviation sectors. He is also an experienced non-executive director, currently serving as Senior Independent Director at the Low Carbon Contracts Company and as Chairman of the Harwich Haven Authority.
- 1.3. The Chair confirmed that she would continue to chair the Panel until the end of 2017.
- 1.4. The Chair welcomed Wendy Monk to the Panel following her appointment as a Panel Member. In addition, the Chair wished Stephen Hobbs well in his new role and noted that Christina Blackwell will be attending the Panel from August 2017 as the new representative from CCWater.

2. Minutes and Outstanding Actions

Purpose: For Decision/Information

- 2.1. **Minutes of Meeting 07**
- 2.2. MOSL highlighted that no comments were received from Panel Members in advance of the meeting.
- 2.3. In relation to section 2.22, a Panel Member asked whether the Panel could have early insight of the market risks that had been developed by the Market Auditor. MOSL advised that a presentation by the Market Auditor was scheduled for the August 2017 Panel meeting.
- 2.4. 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.
- 2.5. **Minutes of Meeting 07a (Urgent Meeting)**
- 2.6. MOSL highlighted that a Panel Member had submitted comments to address inconsistencies with terminology, and noted that these would be addressed in the final version of the minutes.
- 2.7. A Panel Member requested that urgent Panel Meetings be referenced in accordance with the current Panel meeting naming convention. MOSL agreed to make the necessary amendments and to take this on board for any future urgent meetings.
- 2.8. A Panel Member asked that the minutes in relation to CPW021 be amended to acknowledge that the proposed change sought to provide clarity that parties should act reasonably and negotiate in good faith versus the current drafting that requires wholesalers to give due and proper consideration to alternative eligible credit support proposals from retailers.
- 2.9. 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.
- 2.10. **Actions**
- 2.11. In relation to action A07_02, the Panel Secretary advised that rather than Panel Members having access to the individual portals as a means to see Auditor activity, a more efficient solution would be for the Market Auditor to provide a summary of these progress and key communications to the Panel. An action was captured for the

questionnaire the Market Auditor issued to Trading Parties to be shared with the Panel, and for the Market Auditor to provide a summary of the responses to the questionnaire at the August 2017 meeting.

Action 08_01

- 2.12. The Panel reviewed the actions and **AGREED** to close actions **A06_06, A07_02, A07_04, A07_07** and **P07_14**, from the previous meetings, based on the update provided from the Panel Secretary.

3. Update from Ofwat

Purpose: For Information

- 3.1. PS confirmed that Ofwat had published the decision document approving the Authority Timetable Change Proposal (CPW021) on 13th July 2017, before the change was implemented into the market codes on 14th July 2017.
- 3.2. The Panel noted that Ofwat was considering a potential Change Proposal to introduce an urgent change process into the codes. The objective of this change was to provide clarity on the process for urgent changes and to give Trading Parties confidence that a process was in place. The Chair asked Ofwat how Panel could feed in to the process. It was requested that Ofwat provide a presentation to the Panel outlining its thinking, so that Panel Members could provide comments before a Change Proposal is raised.

Action 08_02

- 3.3. Ofwat highlighted that an additional Change Proposal was being considered to refine the interactions between the Market Entry Process under the codes and Ofwat's processes when granting licenses. The aim of this change was to streamline the process experienced by new entrants. It was noted that an update would be provided at the August Panel.
- 3.4. The Panel was informed of the work being undertaken by Ofwat on price transparency. A Panel Member asked where in the codes this subject is covered, and Ofwat clarified that Retailers have obligations to determine an approach how to present this information.
- 3.5. Ofwat announced that the PR19 methodology was published on 11th July 2017, and that the deadline for responses was 30th August 2017.
- 3.6. Ofwat provided an update on the project underway to simplify the water company licences, noting that a consultation would be launched in Autumn. A Panel Member stated that the licenses had grown over the years, adding complexity which needed to be simplified, and was welcomed piece work from industry. An action was taken for Ofwat to circulate an update to the Panel on the details of the licensing simplification project consultation.

Action 08_03

- 3.7. Ofwat confirmed the announcement that Ofwat's Chief Executive Cathryn Ross would be leaving at the end of the calendar year.
- 3.8. A Panel Member raised a question on whether the Authority Timetabled Change Proposal (CPW021) had helped the Retailer concerned. Ofwat highlighted that negotiations were ongoing, however the objective of the change was to put in place robust underpinning to require parties to act reasonably and negotiate in good faith when agreeing credit terms.
- 3.9. The Panel **NOTED** the presentation from Ofwat.

4. Update from MOSL

Purpose: For Information

- 4.1. The Chief Executive of MOSL provided an update on the key activities at MOSL since the previous Panel meeting.
- 4.2. It was noted that CMOS R2.4.1 was successfully deployed into the production environment over the weekend of the 1st July 2017, and CMOS R2.4.2 was delivered into the user acceptance testing (UAT) environment for MOSL testing on 17th July 2017. This was for closure of Requirements Traceability Matrix (RTM) functionality. The Panel noted that CMOS R2.4.2 will not be released into production and will be used as the platform on which to deliver CMOS Release 3.0. The next CMOS deployment will take place on 2nd September 2017, with the deployment of CMOS 3.0 into MPS2.
- 4.3. A Panel Member raised a question on the process for how the number of CMOS releases per year was determined, and where was the governance to support it. An action was captured to provide an education piece at a future Panel meeting on the governance process for managing system and code releases going forward.

Action 08_04

- 4.4. MOSL confirmed that it would be publishing the first CEO quarterly market review report on the 3rd August 2017, which would be made publicly available on the MOSL website. MOSL indicated that CCWater was providing an update on complaints data from the first quarter of market operation and timing its publication to take place on the same day. In addition, Ofwat noted it was considering its communications approach and is likely to comment on both sets of data.
- 4.5. In terms of Market Entry Assurance (MEA), the Panel was informed that MOSL had granted MEA certification to one new associated retailer, and five new entrants were currently going through the MEA process. In addition, two companies were undertaking market re-assurance.
- 4.6. MOSL confirmed that it wrote to member CEOs on 11th July 2017 to inform them that MOSL had begun a short strategic review. In the letter, it explained the purpose of the review, which was to ensure that MOSL addressed members' priorities for the future development of the company when developing the MOSL business plan and budget. As part of this process, other stakeholders will be asked to provide input during the review process.
- 4.7. A Panel Member questioned whether the strategic review was to focus on defining the MOSL budget or whether it was wider. The Chair highlighted that MOSL had made a commitment to Trading Parties to involve them in future planning, and as such the review was wider than establishing the budget.
- 4.8. Panel Members requested visibility of the letter sent to Trading Parties, which was captured as an action.

Action 08_05

- 4.9. The Panel **NOTED** the presentation from MOSL.

5. Interim Arrangements for Market Incident Management Plan

Purpose: For Information

- 5.1. MOSL provided a verbal update on the interim arrangements for the Market Incident Management Plan (MIMP), before a Change Proposal to revise the MIMP Committee provisions is brought to the August 2017 Panel meeting.

- 5.2. MOSL indicated that the Change Proposal to be brought to the August meeting will be focus on the MIMP having a two-tiered approach for gold and silver command aligned with standard business continuity/incident management practices.
- 5.3. MOSL advised that as the code Change Proposal was in development, the current provisions of the code stand. Therefore, in the event of a market incident being invoked, the MIMP Committee would have to be convened in its current state, and therefore Contract Mangers and relevant business continuity managers would be invited to a meeting in the event of an incident.
- 5.4. The Panel was informed that PA Consulting was providing some expert advice to support MOSL on the production of the MIMP. Part of this work will include running simulations with Trading Parties as education on the processes involved.
- 5.5. A Panel Member raised a question on interim arrangements, noting that it would be valuable to understand the responsibilities and accountabilities involved. An action was captured for MOSL to issue a note to the Panel on the roles and responsibilities for the interim arrangements.

Action 08_06

- 5.6. The Panel **NOTED** the presentation from MOSL.

6. Change Report

Purpose: For Information

- 6.1. MOSL provided a monthly update to the Panel on the status and progress of currently in flight Change Proposals and highlighted key changes to the report since the previous meeting. It was noted that the report had been simplified to improve its readability, as well as introducing additional elements such as the costs of Change Proposals, to take on Panel Members feedback.
- 6.2. A Panel Member requested that the release diagram in section 4 be amended to state whether the future releases are anticipated to be CMOS or code releases, or both.
- 6.3. A Panel Member asked for an update on the progress of the Working Group established to assess CPW013. MOSL advised that the Working Group was looking to have its final meeting on 2nd August 2017, with the view that the Working Group Assessment Report would be brought to the August Panel meeting.
- 6.4. A question was raised by the Panel on the process of Working Group consultations, and whether the follow a similar format to Panel consultations. It was confirmed that Working Group consultations are issued to the same distribution lists and are open to all interested parties.
- 6.5. A Panel Member asked for the wording on the Appendix B to be updated to reflect that the release tables represent both CMOS and code releases.
- 6.6. Panel Members discussed the new Appendix C in the report which set out the costs of the changes to be implemented in R3.0. An action as captured to investigate the implementation costs of WRC003, as it was highlighted that the costs in the previous change documentation had stated that the anticipated costs would be low.

Action 08_07

- 6.7. The Panel also requested that MOSL consider how case for changes would be revaluated, if the costs of implementation for approved changes are much higher than first thought. MOSL advised that the impact assessment mechanism would be explored as part of the education piece on the governance of releases, and would be brought back to a future Panel meeting.
- 6.8. The Panel **NOTED** the contents of this paper.

7. Initial Written Assessment: CPW020 – Proposal to Amend the Wording in the F02 Complaint Form

Purpose: For Decision

- 7.1. This Change Proposal sought to introduce provisions for the Retailer to provide consent to a Wholesaler to contact a Non-Household customer directly, in relation to an F/02 Complaint Form.
- 7.2. Following a summary provided by the Proposer, the Panel questioned whether the proposed redlining was sufficient in terms of detailing the information on the content which is reported back to the Retailer by the Wholesaler. For clarification, it was agreed the wording in WRC Part 3 Operational Terms, Process F5, be amended to state ‘the date, means and content of any communication with the Non-Household Customer’.
- 7.3. The Chair highlighted that whilst the proposed recommendation of this changes was to go to Industry Consultation, the Panel may want to consider endorsing this change proceed directly to a recommendation to the Authority, due to the benefits this change had on customers. This was agreed by the Panel.
- 7.4. A Panel Member observed that whilst this change did not require any impacts to CMOS, it may impact Trading Parties internal processes and/or systems, and therefore the implementation date should reflect this.
- 7.5. The Chair invited Panel Members to vote, and, subject to the amendments being made to the redlining, the Panel unanimously agreed to recommend that CPW020 be approved by the Authority for implementation. The Panel also unanimously agreed to recommend to the Authority the implementation date of 1st December 2017.
- 7.6. When discussing the rationale for the decision, the Panel agreed that the change was consistent with the Objectives and Principles as detailed in Wholesale Retail Code (WRC). More specifically, in line with the rationale provided by the Proposer in terms of efficiency, transparency, proportionality and, simplicity and cost effectiveness and security.
- 7.7. The Panel:
- Unanimously **AGREED** to recommend the implementation of CPW020 to the Authority for approval; and
 - Unanimously **AGREED** to recommend to the Authority the implementation date of 1st December 2017.

8. Draft Recommendation Report: CPW018 – Clarification of Unsecured Credit Allowance

Purpose: For Decision

- 8.1. This paper set out a proposal to remove the reference to a parent company’s credit rating from Schedule 2E of the Wholesale Contract Schedule 1, Part 2: Business Terms.
- 8.2. The Chair asked the observers to leave room so that the Panel could discuss the confidential responses issued to Panel.

- 8.3. A Panel Member highlighted that on future Industry Consultations, the form should ask respondents not to disclose information on other parties, unless they have the consent of the party to do so. In addition, it was highlighted that respondents should be discouraged from providing confidential responses, with the default being that all information is open and transparent.
- 8.4. MOSL provided a summary of the responses received, and noted that on the final question of the consultation in relation to the proposed implementation date, 10 respondents agreed with an implementation date of 3 months, whereas two Retailers had stated that this would be too short as they had unsecured credit allowance in place that relied on the credit rating of a parent company.
- 8.5. The Chair invited the Panel to vote on whether CPW018 should be recommended to the Authority for implementation. All but one Panel Member agreed to recommend the implementation of CPW018 to the Authority for approval.
- 8.6. The Panel Member who did not vote in favour, was not satisfied with the assessment process the Panel followed for CPW018 and believed this change should have been referred to a Working Group of knowledgeable industry experts and felt that during the assessment process the Panel had two opportunities to do this which it failed to pursue. The Panel Member was also concerned that there was an absence of clear and written guidance regarding post go-live “self-governance” arrangements from Ofwat, and was therefore unsure whether the Panel had the mandate to recommend changes that conflict with Ofwat policy.
- 8.7. When discussing the rationale for the decision, the Panel agreed that the change was consistent with the Objectives and Principles of the WRC, and agreed with the views of Trading Parties from the Industry Consultation in terms of non-discrimination, efficiency, barriers to entry, seamless markets, transparency and simplicity, cost effectiveness and security.
- 8.8. The Chair invited the Panel to discuss the recommendation to submit to the Authority in terms of the implementation date. The Panel noted that a number of Retailers were impacted, and the implementation date should reflect this. A majority of Panel Members felt that a 6-month implementation date may be too long in view of the wholesaler risk associated with not implementing the change.
- 8.9. All but one Panel Member agreed to recommend to the Authority the implementation date of the 1st of the month falling three full months after the Authority decision. One Panel Member abstained from the vote.
- 8.10. The Panel:
 - **CONSIDERED** the draft Recommendation Report;
 - **AGREED** to recommend the implementation of CPW018 to the Authority for approval; and
 - **AGREED** to recommend to the Authority the implementation date of the 1st of the month falling three full months after the Authority decision.

9. Draft Recommendation Report: CPW014, 15, 16, 17 – CSD Clarifications and Updates

Purpose: For Decision

- 9.1. These four Change Proposals sought to enhance the content of specific Code Subsidiary Documents (CSD) documents in order to better align the documents with CMOS design, resolve some inconsistencies and provide additional clarity on the use of certain TCORR transactions.

- 9.2. MOSL provided a summary of the education slides provided to the Panel on Meter Networks, which were developed to support discussions on CPW016.
- 9.3. **CPW014 – CSD0301 Updates**
- 9.4. MOSL highlighted that, based on the responses received as part of the Industry Consultation, it was now recommended that the XSDs also be updated by the service provider alongside the CSD0301. These documents describe all Data Items and all the Data Transactions which CMOS receives from and sends to Trading Parties. The XSDs are developed based on the content of CSD 0301. As such, MOSL was recommending that the implementation date be March 2018, to allow Trading Parties and middleware providers the appropriate amount of time to update their system.
- 9.5. MOSL also highlighted that the Panel may want to consider undertaking a further consultation to assess the impact of changing the XSDs on Trading Parties' systems.
- 9.6. Panel Members questioned which Trading Parties would be impacted with the XSDs being updated. A Panel Member highlighted that unless a Trading Party had direct interfaces with CMOS, they would not be impacted, it would be the middleware provider who is impacted.
- 9.7. The Panel agreed that the XSDs should be updated in line with the code.
- 9.8. The Chair invited Panel Members to vote, and the Panel unanimously agreed to recommend CPW014 be approved by the Authority for implementation. The Panel also unanimously agreed to recommend to the Authority the implementation date of 3rd March 2018.
- 9.9. The Panel agreed with the rationale provided by the Proposer in terms of the Principles and Objectives of the WRC the change is consistent with. These were transparency, simplicity, cost effectiveness and security.
- 9.10. More specifically, in line with the rationale provided by the Proposer in terms of efficiency, transparency, proportionality and, simplicity and cost effectiveness and security.
- 9.11. **CPW015 – CSD0104 Clarification**
- 9.12. MOSL provided a summary of the consultation responses received for CPW015, noting that all respondents were in favour of the proposed change.
- 9.13. The Chair invited Panel Members to vote, and the Panel unanimously agreed to recommend CPW015 be approved by the Authority for implementation. The Panel also unanimously agreed to recommend to the Authority the implementation date of 30th September 2017.
- 9.14. The Panel agreed with the rationale of the Proposer in terms of the Principles and Objectives of the WRC the change was consistent with. These were transparency, simplicity, cost effectiveness and security.
- 9.15. **CPW016 – CSD0104 Clarification – Meter Networks**
- 9.16. MOSL summarised the consultation responses received for CPW016, noting that all respondents were in favour of the proposed change. MOSL also advised that the system service provider had highlighted that there would be a low cost (up to £10,000) associated with the implementation of the change, in order to update some of the system documents.
- 9.17. The Chair invited Panel Members to vote, and the Panel unanimously agreed to recommend CPW016 be approved by the Authority for implementation. The Panel also unanimously agreed to recommend to the Authority the implementation date of 30th September 2017.

- 9.18. The Panel agreed with the rationale of the Proposer in terms of the Principles and Objectives of the WRC the change was consistent with. These were transparency, simplicity, cost effectiveness and security.
- 9.19. The Panel agreed with the rationale of the Proposer in terms of the Principles and Objectives of the WRC the change was consistent with. These were transparency, simplicity, cost effectiveness and security.
- 9.20. **CPW017 – CSD0105 Clarifications and Updates**
- 9.21. MOSL informed the Panel, that similar to CPW016, despite there being no CMOS impact, the system service provider had indicated that there would be a low cost (up to £10,000) associated with updating the system documents. Further the Panel noted that all respondents to the consultation were in favour of the implementation of the change.
- 9.22. The Chair invited Panel Members to vote, and the Panel unanimously agreed to recommend CPW017 be approved by the Authority for implementation. The Panel also unanimously agreed to recommend to the Authority the implementation date of 30th September 2017.
- 9.23. The Panel:
- **CONSIDERED** the draft Recommendation Reports;
 - Unanimously **AGREED** to recommend the implementation of CPW014, 15, 16 and 17 to the Authority for approval;
 - Unanimously **AGREED** to recommend to the Authority the implementation date of 3rd March 2018 for CPW014; and
 - Unanimously **AGREED** to recommend to the Authority the implementation date of 30th September 2017 for CPW015, 16 and 17.

10. Initial Written Assessment: CPW019 – Alternative Eligible Credit Support

Purpose: For Decision/Information

- 10.1. This paper set out a Change Proposal to Wholesale Contract, Schedule 1, Part 2: Business Terms, Schedule 3, Alternative Eligible Credit Support. The change sought to ensure the codes reflect how insurance policies work in practice. The recommendation of the paper was that the change be progressed to a Working Group for Assessment.
- 10.2. MOSL provided an overview of the change and highlighted that there was a number options for how best progress this change, including Assessment by a Working Group, Industry Consultation, or making a recommendation to the Authority.
- 10.3. The Chair highlighted that based on previous Panel discussions, the change needed further analysis and assessment to refine the proposal and therefore a recommendation to the Authority was unlikely at this stage, and some further work was required.
- 10.4. A Panel Member felt that implementing the proposal might lead to an unfair competitive advantage and agreed that the change needed careful consideration.
- 10.5. When referring to Ofwat policy, a Panel Member highlighted that surety bonds could be backed by insurance.

- 10.6. The Panel discussed the merits of having an externally sourced expert on insurance support the assessment of the solution, and to help determine the current state of the market. For example, to determine whether the Surety Bond provisions in the code allow for Retailers to take out insurance as a form of credit.
- 10.7. The Panel requested that MOSL seeks external expert advice to assist in the assessment of CPW019, and to provide an update to the next meeting on any progress made and next steps with a view that an Assessment report be provided to the Panel by October. In addition, it was stated that MOSL should lead a piece of work to determine the extent to which the current code provisions regarding surety bonds (WRC, Business Terms, Schedule 2D) have been used. As such, an action was captured for MOSL to develop a term of reference for the piece of work to be done.

Action 08_08

- 10.8. The Panel **AGREED** to submit this change to Assessment by MOSL, so that feedback from Trading Parties and insurance experts could be gathered in order to assess the proposed solution.

11. Three Month Review of Panel Working Practices

Purpose: For Information/Decision

- 11.1. The Panel considered its activities and working practices, over the first three (3) months of its operation.
- 11.2. The Chair indicated that a deeper, 6-month review would be conducted, however the purpose of this review was to invite Panel Members feedback on the most important areas they believe need improvement.
- 11.3. The Panel Secretariat provided an overview of progress so far, highlighting the key decisions made and the level of change at its first 7 meetings.
- 11.4. A Panel Member asked what the level of engagement was in Working Group so far. MOSL noted that the two Working Group established so far, have been oversubscribed and further noted that the level of engagement from Trading Parties has been very good, when also considering the level of Industry Consultation responses.
- 11.5. A Panel Member expressed frustration on the pace of change so far, however noted that this meeting had made significant progress.
- 11.6. Another Panel member expressed concern that the volume of change being progressed could be placing a burden on parties who have had to respond to multiple consultations being issued by the Panel and Panel groups concurrently or in close succession.
- 11.7. MOSL highlighted 4 categories of areas the Panel could consider improving going forward: roles and responsibilities, governance, change process and meeting management.
- 11.8. In relation to the change process, a Panel Member suggested that there would be merit of introducing an issues process to consider market issues before a Change Proposal is raised and brought to the Panel. The Panel discussed that there was a need to define issues and the problems they are trying to fix, before changes are raised. An action was raised for MOSL to develop a process for the discussion of issues, and to bring this back to the Panel for discussion.

Action 08_09

- 11.9. A Panel Member asked what was the mechanism for establishing new groups supported by MOSL. MOSL advised that there were two routes. One route comprised the establishment of Panel Committees and Working Groups by the Panel, where members of these groups are required (or encouraged) to act impartially. The second route

fell under the User Forum where members attend and participate on behalf of their respective trading party organisation.

11.10. MOSL sought a view from the Panel on whether the Proposer of a change should be required to attend each Panel meeting where their change was discussed. The Panel agreed this was not necessary and should be at the discretion of the Proposer but would encourage Proposers to attend the meeting (either in person or via teleconference) at which they raised the initial change.

11.11. The Chair invited Panel Members to feedback the 3 most important areas for improvement to the Panel Secretariat, so that responses could be collated and brought back to the August Panel. The Panel requested that the slides be circulated following the meeting.

Action 08_10

11.12. The Panel:

- **NOTED** the presentation provided by the Panel Secretariat; and
- **AGREED** to submit to the Panel Secretary feedback on the top three areas for improvement, so that this could be collated and brought to the August Panel meeting.

12. Monthly Committee Updates

Purpose: For Information/Decision

12.1. This paper set out monthly updates on the activities of the Panel Committees, which have met since the June 2017 Panel meeting. Additionally, the Chair invited each of the Chairs of the Panel Committees to provide an update from their respective Committees.

12.2. The Chair of the Market Performance Committee highlighted the key areas of discussions from the June 2017 meeting. It was noted that the focus of the group over the coming months was the review of the Market Performance Standards, and the scope of this review would be brought as a paper to the September Panel.

12.3. The Chair highlighted that the Chair of the Trading Disputes Committee was unable to attend today Panel meeting, however Panel Members would have seen a previous update provided by the Chair.

12.4. The Chair of the GDPR Issues Committee informed the Panel that three meetings had been held so far, in addition to a teleconference. The group was making strong progress. External legal advice had now been sought to review the work of the Committee, before the Committee determines whether to consult on the proposed solution with industry.

12.5. A Panel Member asked what the implementation date of aligning the codes with the new GDPR obligations was. Panel Member questioned when the implementation date might be for any changes arising from the work of the GDPR Issue Committee. MOSL confirmed that this would need to be discussed when the change is brought to the Panel. The GDPR rules become effective in May 2018 and thinking is anticipating implementation to align with the March 2018 release.

12.6. The Panel:

- **NOTED** the contents of this paper and the feedback from the Committee Chairs.

13. Any Other Business (AOB)

Purpose: For Information/Decision

- 13.1. The Panel Secretary requested that for budgeting purposes, Panel Members inform MOSL on how, and at what frequency, they will be invoicing for their expenses.
- 13.2. There was no further business and the Chairman closed the meeting.

Actions:

- A08_01** MOSL to circulate to the Panel the questionnaire sent to Trading Parties by the Market Auditor, with a summary of these responses to be provided at the August meeting.
- A08_02** Ofwat to provide a presentation to the Panel outlining the proposed process to consider urgent Change Proposals.
- A08_03** Ofwat to circulate details to the Panel on the license simplification project consultation.
- A08_04** MOSL to provide an education piece on the governance process for managing system and code releases going forward.
- A08_05** Panel Secretary to circulate to the Panel the letter issued to Trading Parties in relation to MOSL's strategic review.
- A08_06** MOSL to issue a note to the Panel on the roles and responsibilities for the interim arrangements involved with the MIMP.
- A08_07** MOSL to provide the Panel an explanation of the implementation costs of WRC003.
- A08_08** MOSL to develop a terms of reference for the assessment work to be undertaken for CPW019.
- A08_09** MOSL to develop a process for the discussion of issues, and bring back to a future Panel meeting.
- A08_09** MOSL to circulate the slides on the 3-month review of the Panel working practices, so that Panel Members could provide their feedback in advance of the August meeting.

The next Panel meeting is scheduled for: **23rd August 2017, 10:30 – 15:30, at:**

ETC Venues,
51-53 Hatton Garden,
Clerkenwell,
London
EC1N 8HN

The nearest tube stations are Chancery Lane, Farringdon and Holborn