

Terms of Reference

Wholesale Market Interface Group

Purpose:

- To act as a Wholesale Non-Household Market forum and network to discuss wholesale related operational matters at an industry level and work through areas of complexity. In addition, the forum will provide a platform for Wholesalers to share and develop best practice on day to day operations of Wholesale activities.
- For the avoidance of doubt the forum will not discuss matters relating to pricing or other such topics that may distort or interfere with existing or future markets. At all times the discussion will comply with CA98.

Chairperson: Rotating Chair

Chair's Accountabilities: Necessary arrangements for meetings including venue, agenda and circulation of minutes

Secretary: Rotating to coincide with the appointed Chair

ToR: Wholesale Market Interface Group

Membership:	Company –	Main Contacts
	Affinity Water	Jo-Ann Lee, Bernard Bradshaw, Matthew Turner
	Albion Water	Paul Tate
	Anglian Water	Don Maher, Matt Garfield
	Bristol Water	Simon Bennett, Claire Hicks
	Dwr Cymru	Rhidian Clement, Stephanie Williams, Lynnette Cross
	Hafren Dyfrdwy	Andrew Lawson, Natalie Round
	IWNL	Ben Redwood
	Northumbrian Water	Angela Brown, Sian Brixton
	Leep Water	Adam Giblin, Kathryn Dodgson
	Portsmouth Water	Sam Dawson, Paul Treagust
	Scottish Water	Johnny Bain
	Severn Trent	Andrew Lawson, Natalie Round
	South East	Linda Holliday, Emma Elmes
	South Staffs	David Essex, Stuart Whitfield
	Southern Water	Ashley Marshman, Christopher Dawson
	South West Water	Annagail Leaman, Jon Hill
	Sutton and East Surrey	Julie-Ann Anderson, Andrea Leeson
	Thames Water	Mark Holloway, Gerard Lyden, Kat Grimley
	United Utilities	Paul Stelfox, John Spreadbury
	Veolia Water	David Fuller
	Wessex Water	John Hayes, Nick Mitchell
	Yorkshire Water	Patrick Hargreaves, Sue Ritchie, Matthew Rix

Quorum: N/A

Standing invitation: Representatives from all Wholesaler's Market Interface Leads including NAVs
Representatives of Wholesale Legal/Regulatory teams as required

ToR: Wholesale Market Interface Group

	Consumer Council for Water Market Operator Services Limited
Frequency of meetings:	The Group shall meet bi-monthly or at such other intervals as decided.
Overview of Group:	<ul style="list-style-type: none">• Provide a network of Wholesale industry peers with responsibilities for interfacing with the non-household market.• Share, discuss and develop best practice in relation to delivering Wholesale Services to the non-household market.• Seek views and clarifications in areas of complexity from others in relation to operational matters outlined in Wholesale – Retail codes.• As appropriate develop technical network subgroups to consider and inform on particular technical points.• Consider Wholesale Operational matters• Establish network for Wholesale Operational contacts for overlapping border related matters• Provide feedback and recommendations to other working groups such as MOSL, Retailer Wholesaler Group (RWG) and related working groups• Review general Market and Retailer feedback in relation to operational matters
Decision-making powers:	<ul style="list-style-type: none">• None
Scope of authority to decide policy:	<ul style="list-style-type: none">• None
Minutes and documentation	<ul style="list-style-type: none">• Shared with Wholesale attendees and companies and organisations who opt to participate
Version Control Current version	V3 Updated 18 May 2018 (S Whitfield SSW)
Next ToR review	Review Sep 2018

For reference: <http://www.water.org.uk/publications/water-industry-guidance/brief-guide-competition-law-compliance>

Annex 2 Guidance for Water UK meetings and networks

All participants in Water UK activities are responsible for ensuring that those activities are carried out in compliance with competition law.

Meeting chairs and those responsible for networks have an additional responsibility to guard against breaches of competition law and the following guidelines may be useful.

- 1 On a regular basis, and no less than once a year, a copy of this [guidance](#) document should be sent to all network members.
- 2 A statement of the need to comply with competition law, which should include a reference to this guidance document, should be given when any group is established and at yearly intervals. This applies to all groups which may be established using Water UK facilities or involving Water UK personnel.
- 3 As noted in this guidance, agendas and minutes should be kept for all meetings and express reference should be made to the competition law compliance statements in those documents. Consideration should be given in the light of topics arising on the agenda to ensuring that a legal adviser is on hand where appropriate.
- 4 Sample wording that a meeting chairman might use is as follows:

“I would like to remind everyone of the need to comply with competition law. This means that we need to avoid any discussion within this meeting/network/group etc of any subject which involves commercially sensitive information. This could include information relating to prices, costs, customers and future business plans. It goes without saying that it is also not permitted for companies to enter into agreements fixing prices to be charged or paid for particular activities or dividing up customers between them. Further detail on these subjects can be found in the latest edition of the Water UK competition law guidance which I would ask everyone to familiarise themselves with. The guidance can be found on the Water UK website ”

- 5 Where the chairman of a meeting or convenor of a network considers there is a risk of competition law being breached, it is his or her responsibility to end the meeting or network conversation and to make it clear why this is being done.