

Meeting Session	DCUSA Panel (Open Session)
Paper Reference	Panel_2023_0920_06_Panel Elections 2023
Action	For Decision

2023 Panel Elections

This paper sets out the proposed timetable for the Panel nomination, voting and appointment process as required under Clause 6 of the DCUSA.

1. Introduction

- 1.1 Under the terms of the Agreement any member who has completed two years in office is required to retire. However, it is noted that Clause 6.10 sets out for those Panel members that are elected to backfill a seat due to resignation outside of the normal process, then that person is required to “retire” at the same point in time as was allocated to the original Panel/Alternate Member to align to the dates associated with the normal process.
- 1.2 The Panel members and their Alternates required to retire on 1 December 2023 are set out in the table below:

PARTY CATEGORY	PANEL MEMBER / ALTERNATE	NAME OF RETIRING MEMBER
DNO	Panel member	Simon Yeo
DNO	Alternate	Lee Wells
Supplier	Panel member	Kevin Woollard
Supplier	Alternate	Karl Maryon
IDNO	Panel member	Donna Jamieson
IDNO	Alternate	Alex Travell

- 1.3 Any retiring Panel member may be nominated as a candidate for reappointment. The process covers both the appointment of Panel Members and Alternates.
- 1.4 The seats for a Supplier Alternate member as elected by the Supplier Party Category and both seats (Panel Member and Alternate) are currently vacant and therefore, the Secretariat will also seek nominations for that seat, noting that the appointment would be until 01 December 2024.

PARTY CATEGORY	PANEL MEMBER / ALTERNATE	NAME OF RETIRING MEMBER
Supplier	Alternate	N/A – seat currently vacant
CVA Registrant	Panel member	N/A – seat currently vacant
CVA Registrant	Alternate	N/A – seat currently vacant

2. Nominations and Voting

- 2.1 Nomination forms will be issued to Parties for the seats that will become vacant as of 01 December 2023 as well those that are currently vacant. Parties will be given 10 working days in which to submit

their nominations to the Secretariat, who will then collate and issue out confirmation of the nominations.

2.2 Where only a single nomination is received with respect to a vacancy for a position, then the nominee will be appointed to the position. If the number of nominations exceeds the number of seats, Parties will be asked to vote for their chosen candidate. Parties are entitled to one vote per party group and the voting period will be 10 working days.

2.3 The Panel Secretary will notify Parties and the Panel of the outcome of the vote.

3. Proposed Timetable

3.1 Clause 6.2 of the Agreement defines the timetable in respect of the annual appointment of the Panel. The table below shows a proposed timetable commencing on Monday, 02 October 2023; these are on or before the latest dates which must be achieved to ensure compliance with the agreement.

ACTIVITY	PROPOSED DATES
Write to Parties asking for nominations – no later than 40 working days before 01 December 2023	02 October 2023
Nominations period closing date – 10 working days to provide nominations	16 October 2023
Provide full results of nominations to Parties and indicate whether process is complete or if further stage needed - no later than 30 working days before 01 December 2023	18 October 2023
If applicable initiate second stage and issue candidate voting form or request another nomination round if vacant seat exists following stage one – 10 working days for Parties to vote on nominations	18 October 2023
Candidate voting period closing date - 10 working days for parties to vote on nominations	01 November 2023
List of new Panel members published by	08 November 2023
Commencement date for new Panel members	01 December 2023

4. Impact on Board of Directors

4.1 In accordance with Schedule 10, Clause 5.1(a) the Directors of the Company shall be all the Panel members.

4.2 Where the Panel members who are required to resign on 01 December 2023 are not re-appointed, they will be also be required to resign from the Board of Directors. Any new Panel members will be required to be appointed as Directors.

5. Recommendation

5.1 The Panel is invited to:

- **NOTE** the content of the paper.
- **APPROVE** the timetable set out in Section 3 of this paper.

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