

## Competition Service Board Meeting Minutes

Victoria House, Bloomsbury Place, WC1A 2EB

Consultation Room 1

22<sup>nd</sup> April 2016

14.00 to 16.00

### Board Members:

### In Attendance:

Susan Scholefield (SS)	CS Chairman	Peter Freeman (PF)	CAT Chairman
Peter Roth (PR)	CAT President	Ilia Bowles (IB)	CS Director, Operations
Charles Dhanowa (CD)	CS Registrar		

### Action/Decision Summary:

Agenda Item	Summary of Discussion	Action	Action Owner
Minutes of meeting of 21 <sup>st</sup> January 2016	<p>Susan Scholefield welcomed everyone to the meeting and requested members to declare any potential conflict of interest with any of the business items on the agenda. None were declared.</p> <p>Minutes of last meeting were discussed and agreed.</p> <p>CAT has responded to the public consultation on the legislative changes that are needed in the UK to implement the EU directive on antitrust damages actions, which was launched by BIS in January.</p> <p>The application for the formal appointment of Peter Freeman to the CS Board is still being processed by BIS.</p> <p>CAT/CS has commented on the latest draft of the Framework Agreement and returned a copy to BIS.</p>		

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Registrar's report on case workload	The Registrar reported on the current state of the Tribunal's caseload and how it has developed over the past six months.		
Report on Audit and Risk Committee meeting of 23 <sup>rd</sup> March 2016	<p>Susan Scholefield reported on the Audit and Risk Committee meeting of 23<sup>rd</sup> March, in particular that:</p> <ul style="list-style-type: none"> <li>• The Committee has undertaken its first self-assessment which has looked at how well the CAT/CS Committee applies good practice taking account of any modifications required due to the small size of the organisation.</li> <li>• NAO will continue to lay CAT/CS accounts.</li> </ul> <p>The Board asked for clarification on the timescale for the forthcoming consultation exercise on changes to the competition system (including the CAT/CS merger) and consequential legislation. Post meeting, BIS confirmed that they aim to publish the consultation document between 9<sup>th</sup> and 18<sup>th</sup> May. The Bill would be introduced in Parliament in September and Royal Assent would probably take place in April 2017.</p>	CAT/CS to circulate Committee's self-assessment report to Committee members.	IB
Director, Operations' report on operations	<p>Discussions with BIS on the recruitment exercise for six new Ordinary Members continue. Consideration is being given to whether BIS Ministerial Public Appointment team, rather than external consultants, could manage the campaign.</p> <p>CAT/CS budget for financial year 2016/17 has not yet been confirmed.</p> <p>BIS's physical estate programme is underway; a decision on CAT/CS's premises is pending.</p> <p>The Board considered the new rules regarding off-payroll arrangements in the public sector and agreed that individuals should</p>		

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	<p>be paid through a payroll system, where possible.</p> <p>Payment of Members for preparation and attendance to Audit Committee and Board meetings was discussed.</p>		
CAT/CS Combined Risk Register and Business Plan	The CAT/CS Combined Risk Register and Business Plan were discussed. The Business Plan has been updated to include 2016/17 strategic objectives. With regard to the Risk Register, the Board suggested reviewing risk ratings after preventative measures/amelioration are applied to ensure consistency.	CAT/CS to review Risk Register to ensure consistency in the risk ratings after preventative measures/amelioration are applied.	IB
Date of next meeting	The next Board meeting will be held on Thursday 30 <sup>th</sup> June 2016 at 2.30pm.		
AOB	A review of the CAT/CS Register of Interests of Board Members is underway. The Board agreed that the Register should be published on the Tribunal's website.	<p>1. CAT/CS to finalise Register of Interests and publish it on the Tribunal's website.</p> <p>2. Board members to update and return their "Disclosure of Interests" form by July meeting.</p>	<p>1. IB</p> <p>2. Board Members</p>