

**Competition Service Board**  
**Minutes of Meeting of 15<sup>th</sup> November 2017**  
 Victoria House, Bloomsbury Place, WC1A 2EB  
 Consultation Room 6  
 16.30 - 18.30

**Board Members:**

**In Attendance:**

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

**Action/Decision Summary:**

<b>Agenda Item</b>	<b>Summary of Discussion</b>	<b>Action</b>	<b>Action Owner</b>
Chair's introduction and declaration of interests	SS 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. PF was officially welcomed as new Board member.		
Minutes of meeting of 3 <sup>rd</sup> July 2017	Minutes of the last meeting were discussed and agreed. Some actions are still pending.	1. CAT/CS to continue liaising with BEIS on the increase of CS staff headcount.  2. CAT/CS to investigate disaster recovery arrangements in place at the High Court.	1. IB 2. PR
Chair's report on Audit and Risk Committee meeting of	SS reported on the Audit and Risk Committee meeting of 11 <sup>th</sup> October, which focussed on accommodation and the ICT programme.		

<b>Agenda Item</b>	<b>Summary of Discussion</b>	<b>Action</b>	<b>Action Owner</b>
11 <sup>th</sup> October 2017	The Committee also agreed that the allocated grant-in-aid of £4,471k should be sufficient, despite being below the CS's budget submission of £4,750k.		
Accommodation and ICT programme	With regard to accommodation, the CS is due to meet colleagues from BEIS and Cabinet Office to consider the effect of the CMA's decision to invoke the break clause in the lease on Victoria House. With regard to ICT, the CS is awaiting Permanent Secretary's approval to proceed. (Approval was received post-meeting).		
Registrar's report on case workload	CD reported on the Tribunal's caseload. The recent submission to the House of Lords EU Internal Sub-Committee on the "Impact of Brexit on UK Competition Policy" was discussed.		
Director of Operations' report on operations	A matter related to personnel was discussed.		
Framework Agreement	The Board analysed the latest draft of the CS Framework Agreement and recommended some changes.	1. CAT/CS to amend the CS Framework Agreement and to circulate a copy to BEIS.	1. IB
Terms of Reference for the Board	The Board considered its new draft Terms of Reference and agreed to review them in light of the changes proposed to the CS Framework Agreement.	1. CAT/CS to amend the draft Terms of Reference to reflect Board's comments.	1. CD
Review of Board's effectiveness evaluation report	Board members were invited to submit their comments on the draft evaluation report to the Board chair, prior to the next meeting in March.	1. Members to comment on the draft Board's effectiveness evaluation report.	1. All members
Date of next meeting	The next Board meeting will be held on Thursday 22 <sup>nd</sup> March 2018 at 4.30pm.		
AOB	The recruitment needs of the CS Audit and Risk Committee was discussed.		