

Competition Service Board Meeting Minutes

Victoria House, Bloomsbury Place, WC1A 2EB

Consultation Room 1

27th November 2018

10.00 to 12.00

Board Members:

In Attendance:

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

Action/Decision Summary:

Agenda Item	Summary of Discussion	Action	Action Owner
Chair's introduction and declaration of interests	<p>The Chair 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>It was noted that Peter Freeman's appointment as Chairman of the Tribunal can continue past his 70th birthday.</p>		
Minutes of meeting of 2 nd July 2018	<p>Minutes of the last meeting were discussed and agreed. All actions have been completed.</p> <p>The new Framework document between CAT/CS and BEIS has been signed-off by the Permanent Secretary.</p>		
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 few months. The Autumn is being rather busy, with 34 cases in progress.		
Report on the Audit and Risk Assurance Committee	The Chair reported on the Audit and Risk Assurance Committee meeting of 11 th October.	1. CAT/CS to meet BEIS Director	1. Susan Scholefield

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meeting of 11 th October 2018	<p>CAT is involved in the 5 Year Review of the Competition Regime, which will include a statutory review of the Competition Act.</p> <p>The Board reviewed the CAT/CS Business Plan. It was agreed that members could benefit from a training/awareness session on cyber security.</p>	<p>General for Market Frameworks.</p> <p>2. CAT/CS to arrange a training/awareness session on cyber security for members.</p>	2. Iliia Bowles
Update on Accommodation	<p>Acquisition of CAT/CS's new premises at 8 Salisbury Square is complete.</p> <p>Project Managers have been appointed to manage design, fit out and relocation; a project board with key stakeholders from the CAT, GPA and BEIS has been set up. Work is currently underway to finalise floor plans.</p> <p>Target move-in date is mid-late August; Victoria House must be vacated by 29 September 2019.</p> <p>The Board congratulated the Registrar and Director, Operations for reaching such an important milestone so swiftly.</p>	1. CAT/CS to keep the Board informed on how the accommodation matter progresses.	1. Iliia Bowles
Director, Operations' report on operations	<ul style="list-style-type: none"> • A recruitment campaign to appoint one or two Referendaire(s) is underway; • CAT/CS's pay remit 2018 is going through approval; • Work on the CAT/CS Annual Report and Accounts 2018/19 has begun. 		
Terms of Reference (ToR) for the Board	The Board agreed its Terms of Reference.		
Date of next meeting	The next Board meeting will be held on Tuesday 26 th March 2019 at 2.30pm.		
AOB	The Board agreed to carry out the annual review of its effectiveness at their next meeting in March.	1. CAT/CS to circulate copy of last year review	1. Iliia Bowles