CONSUMER CODES APPROVAL SCHEME
CODE SPONSORS PANEL MEETING

Minutes of Meeting held on 12 July 2018

Meeting Room 3, 4ᵗʰ Floor, City of London, Walbrook Wharf, 78 -83 Upper Thames Street, EC4R 3TD

Present:	Ray Hodgkinson (Chair)(BHTA), Gerry Fitzjohn (TPO), Sarah Langley (CCNH), Faisal Hussain (HIES)
In attendance:	Sue Steward (CTSI), Kristie Lockwood (CTSI),
Apologies:	Bill Fennell (Vice Chair), Tony Greenwood (CCAB), Ken Daly (CCAB)

	<u>Comments/Decision</u>	<u>Action</u>
1.	**Welcome**	
	The Chair welcomed everyone to the meeting and thanked them for attending.	
	The minutes and actions of the previous meeting on 23 April 2018 were approved.	
	Karen has met with Mark from Referenceline and is meeting again in August. Mark is working on a presentation and will be attending the next meeting in October for an update.	
	R Hodgkinson and B Fennell met with S Steward and Leon Livermore to discuss the Green Paper. A response was discussed that lines up with CTSI.	
	BEIS Report Update and Meeting with BEIS	
	R Hodgkinson and S Steward informed the Panel that all the thoughts and ideas put forward had been utilised in the BEIS paper.	
	ACTION - K Lockwood - Send CCAB response to all Code Sponsors.	
	R Hodgkinson mentioned that the White paper would be out by October/November and that it may be worth mentioning at the Forum.	

R Hodgkinson suggested that an invite should be extended to a Code Sponsors Panel meeting to Jason Cole, following on from the discussion that R Hodgkinson and B Fennell had with him in relation to the consultation. R Hodkinson said that Jason Cole was open to ideas, views, opinions and would use this in relation to the development of the forthcoming White Paper.

ACTION - K Lockwood/R Hodgkinson - Jason Cole invite to a Code Sponsors Panel Meeting.

KL

A discussion was had around the Panel putting together a recommendation of how the ADR service works.

ACTION - G Fitzjohn - Gerry to send S Steward the documents about this.

GF

R Hodgkinson informed the Panel that Professor Chris Hodges is running a 2-day ADR event on 26/27 November 2018.

ACTION - R Hodgkinson - To send information about this to the Panel.

RH

4. **Date of next meeting**

Monday 8 October 2018

Additional Note

A teleconference between the Panel members took place on 23 August 2018. During this meeting, it was agreed that the Code Sponsors Forum would be postponed to the New Year and would be discussed again at the October Panel Meeting.