

CHARTERED TRADING STANDARDS INSTITUTE CONSUMER CODES APPROVAL BOARD CIC

THIRTEENTH MEETING OF CONSUMER CODES APPROVAL BOARD

Minutes of Meeting held on 23 February 2016
City of London, Walbrook Wharf, 78-83 Upper Thames Street, London, EC4R 3TD

Present: C Crawley (Chair), V Olowe
Apologies: S Brooker, B Hughes, L Livermore
In attendance: S Langley, A Simpson, N Pasek, J Guerreiro,

Comments/Decision

The meeting commenced at 1.00pm.

The Chair welcomed everyone to the meeting. Adrian Simpson and Nikki Pasek were welcomed to their first CCAB meeting. Congratulations were extended to Adrian on his new role.

Thanks were recorded for the work that Claire Love had carried out as part of the CCAS family prior to her untimely passing in October 2015.

Sarah Langley was attending her last Board meeting. She was thanked for her tremendous efforts and hard work to get the Consumer Codes Approval Scheme to where it currently is and was wished all the best for the future.

Minutes of the meeting held on 20 October 2015 and matters arising

A certificate signing photo opportunity has been arranged with Trust My Garage for 25 February.

Thanks were extended to Barbara Hughes and Victor Olowe for their attendance at the recent Code Sponsors Forum. It was a very useful meeting, there had been positive feedback from attendees including Lord Harris who found everyone to be very receptive.

There has still been no confirmation from Citizens Advice regarding their nominated representative on the CCAB. A further discussion regarding this will take place at the Strategy Day in April. A question was raised as to whether this placed needed to be filled by Citizens Advice specifically or could be from another consumer organisation.

There were no other matters arising.

AHCI – Advantage Partners in New Build - Stage One application for approval

The Board discussed the AHCI application, no observations were made:

The Board resolved to:

Approve Stage One for the AHCI Advantage Partners in New Build Consumer Code for Developers of Homes for Sale.

International Construction Warranties - Stage One application for approval

The Board discussed the International Construction Warranties application. The following observations were made:

The Board resolved to:

Approve Stage One for International Construction Warranties.

Consumer Code for New Homes – Stage One application for approval

The Board discussed the Consumer Code for New Homes application.

The Board resolved to:

Approve Stage One for Consumer Code for New Homes
RAC Used Vehicle Code – Stage Two application for approval

The Board discussed the RAC Used Vehicle Code application.

The Board resolved to:

Approve Stage Two for RAC Used Vehicle Code.

RAC Service and Repair Code – Stage Two application for approval

The Board discussed the RAC Service and Repair Code application.

The Board resolved to:

Approve Stage Two for RAC Service and Repair Code.

Glass and Glazing Federation Code – Stage Two application for approval

The Board discussed the Glass and Glazing Federation Code application.

The Board resolved to:

Approve Stage Two for the Glass and Glazing Federation Code.
Performance Indicators – Initial Report

A report had been received from Steve Brooker with an interim analysis on the initial data collected from Code Sponsors. The final dataset will be considered at the May Board meeting.

Every effort would be made to collect the remaining data prior to the May Board meeting.

Standing Items

Finance Update

Progress Update – new applicants

A progress report on potential code sponsors had been circulated including organisations that had shown an expression of interest.

Dates of next meetings

The next meetings were confirmed as:

Strategy Day - 26 April 2016 10.00am
Board - 24 May 2016 from 10.00am
Board - 19 July 2016 from 10.00am

The meeting closed at 2.50pm.

Signed

Date