

CONSUMER CODES APPROVAL SCHEME CODE SPONSORS PANEL MEETING

Minutes of Meeting held on 18 July 2017

The Motor Ombudsman, 71 Great Peter Street, London, SW1P 2BN

Present: R Hodgkinson (Chair)(BHTA), B Hughes (CCAB), B Fennell (TMO) G
Fitzjohn (TPO), I Studd (BAR)

In attendance: A Simpson (CTSI), K Lockwood (CTSI)

Comments/Decision

A Simpson told the Panel that part of the Code application is

as a community interest company we do not have the same pressures as other organisations. The scheme is there to reduce consumer detriment.

ACTION - All members of the Panel to send any thoughts for the BEIS paper to A Simpson.

R Hodgkinson suggested that we should write to all MPs for their support.

ACTION – A Simpson to speak to Adam Scorer about writing to all the MPs.

6. Forum Update

The Panel discussed the list that was created during the Forum workshop in May. A 'Fit and Proper Person' was discussed and it was asked if Code Sponsors and performing proper checks on members, including reputation checks.

It was then discussed about another Forum in early winter. A date has been agreed for 27 November 2017.

ACTION – K Lockwood to secure a meeting room for the Forum.

The Panel then asked if the Board has a new Chair yet. A Simpson told the Panel that there is no Chair yet. The current Board members have until Friday 21 July to express an interest in the Chair position.

7. Governance

The Panel looked at the current Terms of Reference paper and discussed if we think the Panel needs expanding as we now have more Codes and more Code Sponsors to when the Panel was first formed.

It was agreed to expand the panel from 5 to 7 members to each represent a Code Sponsor. It was agreed that a letter would be sent around to all Code Sponsors from R Hodgkinson to express and interest in joining the Panel.

ACTION – K Lockwood to work with R Hodgkinson to write a letter and send to all Code Sponsors.

It was agreed that the Panel has got to a stage where it needs to be more sophisticated and the Terms of Reference will need to be re written. It was also suggested that the Terms of Reference document is missing a vision. It might be a good idea for the New Panel to work on this document.

Between now and the next meeting we will hold an election for new members to join the Panel.

