
ACCESS DISPUTES COMMITTEE

MINUTES of MEETING No. 71 held in London on 20 March 2025

Present:

Andy Wylie (Committee Chair)
Matt Allen
Jonathan James
Chris Matthews
Raj Patel

Apologies:

Ian Kapur
Chris Meadows
Kate Oldroyd

In attendance:

Tamzin Cloke (Secretary)

It was noted that the meeting was quorate.

71/1 Approval of the minutes of the 70th Meeting, held on 05 December 2024

These were approved and a signed copy will shortly be available on the Committee's website.

71/2 Matters arising from the Minutes of the 70th meeting

All open actions since the last meeting had been satisfactorily closed, save for one relating to upcoming Proposals for Change to the ADR Rules. The Secretary had chased NR for a progress update.

71/3 Matters determined in correspondence

No matters had been determined in correspondence since the last meeting.

71/4 Position on references

The Committee noted a report from the Secretary setting out the current position regarding dispute references. The number of live TTPs remained just below 100, with a historically high number of TTP hearing requests. Non-TTP activity had been extremely low. The Committee discussed recent TTP determinations and what types of staff development activities might be useful to avoid future disputes. The Committee noted comments from the Hearing Chair of TTP2570 regarding staff knowledge and training re: Part D. Matt Allen agreed to take an action (**Action 71-01**) to ask NR CRE teams to remind their customers that operators can attend NR SoAR meetings for discussion of their own items. The Committee felt this might assist with avoiding some resultant Part D issues.

71/5 Recommendations arising from determinations

None of the three open items had seen significant updates since December, owing to the large volume of other disputes-related work that had overtaken events in the first quarter of the year.

71/6 Update on website

The Secretary provided an update on the website, which was up to date. The new website functionality provides website traffic figures; in February there had been 174 website searches and 4,000 unique page views.

71/7 Financial matters

a) Update on the Committee's current financial position

The Committee noted a report from the Secretary on this topic.

b) Final outturn for 2024/25 and budget proposal for 2025/26

The Committee noted a report from the Secretary setting out the final outturn projections against the current year budget, together with the final budget proposal for 2025/26.

The budget proposal for 2025/26 was approved. In approving the budget, as outlined in December's meeting, the Committee was satisfied that its position as an ongoing concern will remain protected.

As part of its discussion on staffing costs, the Committee expressed its sincere appreciation to Nigel Oatway, who had been appointed in 2024 as a consultant member of the Secretariat, providing much-needed, ad-hoc support to the Secretary during the unprecedentedly high workload over the last 12 months.

c) Approval of 2025/26 budget proposal for CAHA Registrar Ltd.

The Committee approved the CAHA budget proposal, being substantially similar to previous years.

d) Financial check

A financial check took place on 04 March 2025, undertaken by Ian Kapur, who provided a report. No financial or numerical discrepancies were uncovered. Chris Matthews volunteered to conduct the next financial check (**Action 71-02**).

71/8 Employment matters: HMRC update

The Committee noted an update from the Secretary. No change since December; the Committee's accountants were still waiting for a formal letter from HMRC and had been chasing on a weekly basis.

71/9 Industry reform and ADC

The Committee discussed its submission to the government's consultation on GBR and industry structure. Due to the Secretary's high workload, another member of the Secretariat was undertaking the initial drafting, in line with parameters set by the Committee Chair and Secretary. The Committee agreed it would submit an operator-neutral response, reflecting its independent position within the industry.

71/10 Renewal of office lease

The Committee noted a verbal update from the Secretary on this matter. The lease was due to expire in July 2025, and the current landlord had offered favourable terms. The lease was expected to be renewed for five years, with a break clause to facilitate any structural changes as a result of industry reorganisation.

71/11 AOB

There was a brief discussion about the Committee's position in terms of GDPR. The Committee was reassured that the website, and other data handling, remains compliant.

It was agreed in future that any morning meetings of the Committee would start at 10:30, vice 10:00, to assist with travel arrangements.

A handwritten signature in brown ink, appearing to read 'Andy Wylie', with a long horizontal flourish extending to the right.

Andy Wylie (Committee Chairman)

Date: 17 July 2025