
ACCESS DISPUTES COMMITTEE

MINUTES of MEETING No. 55 held in London on 29 January 2020

Present:

Nigel Oatway (Committee Chair)
Raj Patel
Andy Wylie
James Carter - by conference telephone
Peter Craig
Richard Parsons

In attendance:

Tamzin Cloke (Secretary)
Regina Emery (PA)

Apologies for absence:

Dean Warner
Greg March

The meeting had been arranged to discuss the forthcoming expiry of the Lease of the Committee's current Premises at Eversholt Street and to discuss options for the future.

It was noted that the meeting was quorate.

The Chair opened the meeting by briefly outlining the two main options - remaining at Eversholt Street in Euston or moving to Mimet House at Edgware Road. The Secretary then ran through the Options Paper, which had been circulated in advance and is appended to these minutes.

The Committee agreed that any option reliant upon third party meeting room bookings needed to be discounted, despite being cheaper, as the main purpose of the Committee is to operate an efficient and effective dispute resolution process in accordance with the Access Dispute Resolution Rules. The good availability of rooms for industry dispute hearings when needed in a convenient central location is an essential part of achieving this purpose. Additionally, it is better for the Committee, due to the way it was funded (via the annual levy) to have as many fixed (albeit as low as possible) costs as practicable.

The Committee discussed the premises at Mimet House and agreed that it is ideal for the Committee's purposes both in terms of layout/space and cost. The Committee, therefore, unanimously voted for an offer to be put forward to the landlord of £32 per square foot (Option 2b in the Options Paper), with the Secretary and Chairman having delegated authority to conduct negotiations on the basis outlined in the Options Paper, keeping the Committee updated.

The Committee requested that the Secretary seek an early negotiation clause for rent review to avoid the potential of a last minute move due to relatively short notice and unexpected material rent increases (the Eversholt Street problem).

It was noted that a new table would be required in the large meeting room and that the current tenant of this floor in Mimet House had offered its existing furniture for free. The Committee delegated responsibility for this to the Secretary and PA, to find a practical solution.

It was noted that one wall would need removing to increase the size of the large meeting room so that it is large enough for hearings and meetings. The Committee suggested using a contractor with links to the property agent, for efficiency's sake.

The Chairman thanked everyone for attending at short notice and closed the meeting.

A handwritten signature in black ink, appearing to be 'Not' followed by a stylized flourish.

Approved via email 23rd April 2020