
ACCESS DISPUTES COMMITTEE

MINUTES of MEETING No. 69 held in London on 25 July 2024

Present:

Andy Wylie (Committee Chair)
Ian Kapur
Chris Matthews
Chris Meadows
Kate Oldroyd (*attended virtually*)
Raj Patel

Apologies:

Matt Allen
Jonathan James

In attendance:

Tamzin Cloke (Secretary)

It was noted that the meeting was quorate.

69/1 Approval of the minutes of the 68th Meeting, held on 21 March 2024

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

69/2 Matters arising from the minutes of the 68th meeting

All matters arising had been closed, save for an action relating to ADC requesting a meeting with the GBRTT (overtaken by the election). It was noted that the industry did not currently wish to pursue the CPPP Code of Practice as a method of reducing the (high) number of CPPP disputes, and this was disappointing, but the related action was accordingly closed.

69/3 Matters determined in correspondence

One matter had been determined in correspondence since the last meeting, relating to a minor adjustment to pension contributions for the ADC Office Administrator.

69/4 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 well below 100, with a continued flurry of TTP hearing activity, including another upcoming hearing for multiple HS2-related disputes on the GWML. The Committee noted how the pattern of TTP disputes had changed over time, with engineering access disputes - particularly those relating to the CPPP or later changes to the access plan - now making up the vast majority of TTP disputes. Other types of disputes remained very low in numbers.

69/5 Update on website

The Secretary provided an update on the website, which is up to date.

69/6 Financial matters

a) Current financial position

The Committee noted a report from the Secretary on this topic. The Secretary was requested to amend the format of the report for the next meeting (**Action 69-01**).

b) Accounts 2023/24

The Committee noted a paper from the Secretary and approved the accounts.

c) CAHA Registrar's accounts for 2023/24

The Committee noted the CAHA Registrar's accounts for 2023/24.

d) Financial check

A financial check took place on 18 June 2024, undertaken by Matt Allen who provided a report. No financial or numerical discrepancies were uncovered.

Volunteer for next financial check - Ian Kapur (**Action 69-02**).

69/7 Employment matters

a) HMRC update

The voluntary disclosure process remained ongoing; the accountants were still waiting for a further response from HMRC. The accountants remained hopeful that the process would conclude by the end of calendar year 2024.

b) Hearing Chair and Industry Advisor contracts

The Committee approved - by majority vote - a paper from the Secretary proposing an extension to existing contracts, with a small (4%) uplift in fees, for Hearing Chairs and Industry Advisors. The Secretary was remitted to write to the Chairs and Advisors with the proposed changes (**Action 69-03**).

c) Secretariat pay review

The Secretary was absent for this item. The Committee discussed and agreed a 4% uplift to the Secretariat's salaries.

69/8 Update following Hearing Chairs meeting

The Secretary provided a brief verbal update on general matters discussed, for those Committee Members unable to attend the above annual meeting, held under the Chatham House Rule. It was noted that feedback from the Chairs had been very positive, and the Chairs were particularly grateful to the NR representatives who had attended to demonstrate NR access planning systems.

69/9 Recommendations arising from determinations

Two recommendations were discussed:

- (a) The Committee agreed the Secretary should draft amendments to Chapter E (Early Neutral Evaluation) to make the process cost-free if using an ADC Hearing Chair as the evaluator. The Secretary should then brief the ENE process via the ADC mailing list. This would close the ENE item.
- (b) TTP2318/TTP2320 recommended that a proposal from Pfc120 be taken forward to resolve some of the issues that arose in that dispute. The Secretary agreed to find a suitable sponsor, whether at NR or a Committee Member.

69/10 Industry reform and ADC

It was noted that the election had overtaken events, and led to a change in government. Action 68-08 - to arrange a meeting with GBRTT - applied.

69/11 Election of Chair

ADR Rule J19 required election of a Committee Chair at the first meeting after 01 April each year. The members present decided unanimously to re-elect Andy Wylie as Chair for the forthcoming year.

69/12 Christmas meal

The Secretary was asked to book the same venue as last year, to be held after the December meeting (**Action 69-04**).

69/13 AOB

Following an update from the Secretary, the Committee agreed it would not be necessary to secure a Cyber Essentials certificate as the paperwork was worded in such a technical fashion that outside (paid) help would be required. The Committee's IT requirements were fairly straightforward and ample cyber security provisions were already in place.



Andy Wylie (Committee Chairman)

Date: 05 December 2024