



## **Pubs Code Adjudicator and Code Compliance Officer meeting 28 March 2017**

### **Attendees:**

|                |                    |               |                  |
|----------------|--------------------|---------------|------------------|
| Paul Newby     | PCA                | Sara Kitchen  | Ei Group         |
| Julia Tortise  | PCA (chair, notes) | Chris Moore   | Star Pubs & Bars |
| Jim Cathcart   | BBPA               | Julie Jolly   | Greene King      |
| Mark Brown     | Admiral Taverns    | David Ingram  | Greene King      |
| James Richards | Punch Taverns      | James Edwards | Marston's        |

### **Apologies:**

Kathy Lee-Cole      PCA

### **Key points and actions**

#### **1. Annual compliance reports**

The first annual compliance reports are required to cover matters up to 31 March 2018 and pub-owning businesses then have four months to submit their compliance reports. CCOs requested a template in line with previous compliance reporting to ensure consistent reporting.

#### **2. Arbitration progress**

The PCA is giving consideration about publishing 'golden threads' once sufficient numbers of arbitration cases have concluded and awards made.

It was agreed that anonymised settlements, with agreement from the parties, could be discussed between the CCOs as understanding individual POB positions is important.

#### **3. CCO matters**

- CCOs queried the PCA's intention to publish a recovery of costs policy (where provision is made for costs to be recovered under the Pubs Code (Fees, Costs and Financial Penalties) Regulations 2016). The PCA confirmed that there was a duty to publish this information and would do so in due course.
- The PCA intends to use as many channels as possible to get the right messages out to TPTs and CCOs agreed to support this.
- The Recommendation Group has recently met and outputs would be shared once sign-off had been achieved. CCOs confirmed that the PCA's offer of a secretariat function was not necessary for the Recommendation Group going forward.

#### **4. Levy**

The PCA confirmed that there would be surplus levy this year as no investigations had been undertaken and the first year of operations was only a part year. The 17/18 levy methodology will be published, once finalised.

#### **5. PCA leaflet**

Distribution of the PCA leaflet was discussed. Once the leaflet is finalised and published, this would be made available to CCOs electronically and in hard copy.

#### **6. PCA staffing update**

The PCA current staffing structure was discussed.

#### **7. New products for the website**

The PCA will shortly upload additional factsheets and flowcharts in relation to arbitrations and Independent Assessors. An advice note on stocking requirements will also be published shortly.

The date of the next meeting was confirmed as 20 June 2017.