



**CONFIDENTIAL MINUTES OF THE MEETING OF
THE BOARD OF DIRECTORS OF CILEx REGULATION LIMITED
HELD ON 12 JULY 2023**

Present:

Jonathan Rees (Chair), Helen Astle, Alice Belcher, Douglas Blackstock and Patricia White

In attendance (CILEx Regulation):

Robert Morris, Interim Chief Executive Officer
David Pope, Director of Operations
Simon Blandy, Director of Governance
Lorraine Godfrey-Horner, Personal Assistant (minutes)
Michelle Drury, Finance Manager (items 6 & 7)
Andrew Dean (Audit Partner, Mercer & Hole) (item 7 only)
Declan Wagstaff, (Audit Manager, Mercer & Hole) (item 7 only)

1 Welcome and Apologies

The Chair opened the meeting. There were no apologies for absence.

2 Declarations of Interests

In view of matters which were likely to be raised in the course of the meeting, Douglas Blackstock reminded the Board that he was a member of the Board of ULaw. No other declarations of interests were made in addition to those already included on the register of interests.

3 Minutes of previous meetings and action log

The Chair introduced the item for the Board's approval. The following actions were agreed:

- 45/23: The Director of Governance to circulate a copy of CRL's D&O insurance policy.

Subject to minor amendments, the Board APPROVED:

- the minutes of the meeting of 9 May 2023
- the minutes of the meeting of 10 May 2023
- the minutes of the meeting of 8 June 2023, and
- the action log and AGREED that completed actions would be removed.

4 Chair's update

The Chair brought Board members up to date on recent developments. He and the Interim Chief Executive had had an introductory meeting with the Chief Executive and newly appointed Chair of the LSB and met with officials at the Ministry of Justice. The Chair had had a separate catch up meeting with the Chair of the Legal Services Consumer Panel.

5 Interim Chief Executive's Report

The Chair introduced the Chief Executive's Report and asked the Interim Chief Executive to present the paper. The Interim Chief Executive asked the Board to treat his paper as read.

CONFIDENTIAL DISCUSSION

6 Finance Update

The Finance Manager joined the meeting.

CONFIDENTIAL DISCUSSION

The Board APPROVED:

- the PCF budget and consultation, subject to minor amendments.

The Board:

- NOTED the financial update to May 2023
- REVIEWED and APPROVED the 2023 4+8 Reforecast
- NOTED the updated reserves statement for 2023
- NOTED the current state of discussions with CILEX on the financial issues.

7 Financial Statements 2022

The Audit Partner and the Audit Manager of the Auditors joined the meeting.

CONFIDENTIAL DISCUSSION

The Board:

- REVIEWED the draft Financial Statements for 2022
- CONSIDERED the auditors comments in the Key Issues Memorandum report
- DISCUSSED adjustments with the auditors at the meeting,
- APPROVED the Financial Statements and Letter of Representation, for signing after the meeting,
- NOTED the additional costs of the audit, and
- RECEIVED an update on the status of the tax advice.

The Audit Partner and the Audit Manager of the Auditors left the meeting.

The Finance Manager left the meeting.

8 CRL Proposal to CILEX on Case for Change

CONFIDENTIAL DISCUSSION

The Board APPROVED:

- The Summary of Responses for publication on 17 July 2023
- The draft Proposal (subject to minor amendments) for submission to CILEX by 5.00pm on 12 July 2023.

9 Director of Operations Report

The Chair introduced the item and asked the Director of Operations to present the paper.

The Director of Operations summarised the report which provided an update on the work of the Operations Directorate undertaken since the last meeting.

The Director of Governance made the following additional comments:

- Performance data was now being presented in the format agreed at the May Board meeting.
- CILEX was encouraging CILEX Lawyers to obtain practice rights. Applicants for advocacy rights were currently experiencing considerable delay because the provider was not prepared to hold the courses until there were sufficient numbers to make them financially viable.
- Now that CLE apprenticeships had been approved, CILEX had been considering whether they should offer their own advocacy courses. Discussions were continuing.
- The applications for Qualifying Experience were down but those for Work Based Learning remained on target.
- The Director of Governance had recently attended two meetings with the Ministry of Justice: one discussing its consultation on options for changes to the AML supervisory regime and the other (also attended by the Home Office) on immigration, at which the new Director of Policy at the LSB had been very supportive of the role of lawyers.
- The Enforcement Team was working to reduce the backlog of old cases in the system.
- Whilst entity figures had reduced over the previous year, numbers now appeared to have plateaued. It was encouraging that two entity applications had recently been received.

The Board NOTED the report.

10 Director of Governance Report

The Chair introduced the item and asked the Director of Governance to present the paper.

The Director of Governance asked the Board to note the report which provided an update on the work undertaken in the Governance, Policy and Legal Directorate since the last Board meeting.

The Director of Governance reported that the newly appointed Head of Education had started well by engaging quickly with stakeholders on higher rights and was confident that the consultation would be published at the end of July 2023, as planned.

CONFIDENTIAL DISCUSSION

The Board NOTED the report

11 Draft Response to LSB Regulatory Performance request for information.

The Chair introduced the item and asked the Interim Chief Executive and Director of Governance to present the paper.

CONFIDENTIAL DISCUSSION



The Board DISCUSSED the proposal for finalisation of the draft response and AGREED that the draft Response should be circulated to the Board for final comment before it was submitted by the Interim Chief Executive to the LSB.

12 Annual Board/Committee/Panel Reports

The Board considered the reports presented for approval and noted their thanks and appreciation for the dedication and commitment of members of the committees and panels.

The Chair highlighted the following actions:

- xx/23 the reports would be published on the CRL website over the next week

The Board APPROVED the CILEx Regulation Ltd Annual Report 2022 for publication.

The Board NOTED the following for publication:

- Admissions and Licensing Committee Annual Report 2022
- Enforcement Report 2022 (subject to final approval of the Forward)
- Strategic Risk Committee Report 2022
- Compensation Arrangements Annual Report 2022
- CLE Apprenticeships External Quality Assurance Annual Report 2022.

13 Annual Cycle of Business

The Chair introduced the Annual Cycle of Business 2023.

The Board **NOTED** the annual cycle of business.

14 Confirmation Papers Can Be Published

The Board confirmed they agreed with the proposals for papers to be published.

15 Any Other Business

The next Board meeting was on 27 September 2023. It was hoped that this could be an in person meeting, subject to the other commitments of Board members.

There was no other business.

Jonathan Rees
Chair of the Board