



There will be a meeting of the Board of Directors of CILEx Regulation Ltd
On 22 February 2024
13:00 – 17:15
via Teams
[Click here to join the meeting](#)

Becky McKune
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John Barwick
Chief Executive Officer

AGENDA

ITEM		ACTION	PUBLISH	LEAD	Time
Board Convenes for Pre-Meeting					
13:00					
SESSION 1					
14:00 – 17:15 (3.15 hours)					
WELCOME & INTRODUCTIONS					
ITEM 1.0	Apologies				
ITEM 2.0	Declarations of interest	N	Y	Chair	
STANDING ITEMS					
ITEM 3.0	Minutes of previous meetings and Action Log <ul style="list-style-type: none"> • 3.01 Minutes 16/11/23 (p1-5) • 3.02 Telecon Minutes 06/12/2023 (p6) • 3.03 Telecon Minutes of 24/01/2024 (p7-8) • 3.04 Action Log (p9-11) 	A	Y	Chair	10m
ITEM 4.0	Chair's update (oral report)	N	-	Chair	5m
ITEM 5.0	Chief Executive's Report (p12-16) <ul style="list-style-type: none"> • 05.01 CEO Report Performance report (p17–20) • 05.02 Strategy Implementation plan Jan 2024 (p21-31) • 05.03 BAU Plan Jan 2024 (p32-34) • 05.04 Strategic risk register Jan 2024 (p35-39) • 05.05 Heat Map Jan 2024 (p40) • 05.06 Performance Data for BSC Q4 2023 (p41-44) • 05.07 Board KPI Data Q4 2017 – Q4 2023 (p45) 	D	Y	CEO	20m
ITEM 6.0	Response to CILEX Proposal (p 46-49)	D	N	DoG	30m
15 minute break					
Resume 15:30					

ITEM 7.0	Financial Update (p50-58) <ul style="list-style-type: none"> 07.01 Management Accounts (p59-77) 07.02 Unit Costings (p78-79) 07.03 CILEX CEO Letter to RM CRL CEO 19 June 2023 re Reserves (p80-81) 	N	N	FM	20m
ITEM 8.0	Strategy, Performance and Risk <ul style="list-style-type: none"> 8.01 Risk appetite statement (p82-84) 8.02 Risk reporting and Monitoring (p85-86) 8.03 Strategic Risk Register (p87-88) 	D	P	CEO	15m
OPERATIONS AND ENFORCEMENT					
ITEM 9.0	Director of Operations' Report (p89-101)	N	Y	DoO	15m
GOVERNANCE					
ITEM 10.0	Director of Governance Report (p102-108) <ul style="list-style-type: none"> 10.1 Appendix 1 CILEX Annual Report (p109-138) 	N N	P N	DoG	10m
ITEM 11.0	Board Evaluation Feedback (p162-164) <ul style="list-style-type: none"> 11.1 Appendix A Board Self Assessment Findings (p165-171) 	A	Y	DoG	5m
ITEM 12.0	Annual complaints and compliments report (p172-174)	A	Y	DoO	10m
ITEM 13.0	Board Member Extension including Term Cycle (p175-177)	N	Y	DoG	5m
Any other business					
ITEM 14.0	Annual Cycle of Business (p178)	N	Y	Chair	5m
ITEM 15.0	May Strategy Session	D	-	Chair	10m
ITEM 16.0	Confirmation papers can be published	D	-	Chair	5m
ITEM 17.0	AOB	D	-	All	5m

<p><u>Action</u></p> <p>A = Approval D = Discussion N = Noting</p>	<p><u>Publication</u></p> <p>Y = Yes N = No P = Partial</p>
<p><u>Extract Governance Transparency Policy</u></p> <p>The Board may consider it justifiable for all or part of papers and minutes to be excluded from publication on grounds that they:</p> <ol style="list-style-type: none"> are commercially sensitive; include legal or other professional advice on sensitive or confidential matters; involve matters concerning a named individual, an individual who can be identified or who has a reasonable expectation that the matter will remain confidential; 	

- d) contain personal data;
- e) include discussion of risk that might be exacerbated by publication;
- f) relate to emerging strategy or policy.

2024 Meetings:

Date	Name of Board meeting	Timings
20/03/2024	Board Teleconference	13:00-14:00
11/04/2024	Board Teleconference	13:00-14:00
16/05/2024	CRL Full Board	09:30-16:00
17/05/2024	and Strategy Sessions	09:30-16:00
06/06/2024	Board Teleconference	13:00-14:00
09/07/2024	CRL Full Board	09:30-16:00
04/09/2024	Board Teleconference	13:00-14:00
25/09/2024	CRL Full Board	09:30-16:00
16/10/2024	Board Teleconference	13:00-14:00
14/11/2024	CRL Full Board	09:30-16:00
05/12/2024	Board Teleconference	13:00-14:00