

REPORT TO: CILEx REGULATION BOARD

FOR: DISCUSSION

DATE: 20 November 2018

REPORT TITLE: CEO REPORT

SUBMITTED BY: Helen Whiteman, Chief Executive Officer

STAKEHOLDER ENGAGEMENT:

Legal Services Board

1. On 11 October 2018, the Chair and CEO met their counterparts at the LSB and were joined by Jeremy Mayhew and Board member Luisa Fulci. Items for discussion included CILEx Governance, LSB Self-Assessment, Board to Board meeting, Legal Tech and the IGRs. The Board to Board meeting will be hosted by the LSB at their offices in January 2019.
2. The IGR consultation was published on 2 November and a link to the consultation can be [found here](#). The consultation closes on 21 January 2019 and CILEx Regulation will be responding.
3. On 16 October 2018, the LSB issued a second assessment of regulators' transparency action plans, in relation to the Competition and Markets Authority (CMA) recommendations. The progress update for CILEx Regulation can be [found here](#).
4. We are awaiting the LSB transitional assessment of our regulatory performance. A copy of this letter will be circulated once it is received and added to the Board's Sharepoint folder.

MoJ

5. On 12 October, the Lord Chancellor wrote to all regulators setting out the arrangements for a no deal Brexit. They also published a technical notice setting out the Ministry of Justice's (MoJ) approach to professional and business services should the UK and the EU not reach a Withdrawal Agreement, including sections on legal services and the mutual recognition of professional qualifications. The letter and technical notice is published in the Board's Sharepoint folder.

BSB

6. The CEO attended a meeting at the BSB on 26 October to discuss assuring the competence of barristers following the collective decision not to implement QASA (quality assurance scheme for advocates). The BSB seek to understand how CILEx Regulation is assessing and planning to assess competence and identify any scope for joint working and information sharing. We updated the BSB on our Education Standards work and have agreed to include links on instructing barristers for our regulated community on our websites.

Independent Regulation Review

7. The SMT met with Stephen Mayson on 16 October to discuss the UCL's review of the UK regulatory framework. Following the announcement of the Independent Review in July, the current composition of the Advisory Panel has been announced and the first three working papers (offering an assessment of the current framework, and then exploring, respectively, the rationale for and scope of regulation) have been [published at this link](#).

Legal Choices Website Development Project

8. The CEO and Director of Policy and Enforcement attended the Legal Choices Governance Board meeting on 25 September. The project progress, risk register and budget were discussed and are in the Board's Sharepoint folder. The project is on track and the next meeting will take place on 10 January 2019.

Remedies Programme Implementation Group (RPIG)

9. The Director of Policy and Enforcement attended the RPIG meeting on 25 September and the next meeting is scheduled for January 2019, date TBC. Minutes from the previous meeting are [found here](#). The most significant output was agreement for a Consumer Panel representative to join to the Group.

Industrial Strategy Next Generation Services

10. The Board may recall that CILEx Regulation was part of a consortium bid with University of Birmingham leading the bid for funds from the Industrial strategy fund. Whilst this bid was unsuccessful, CILEx Regulation has been invited to support a further bidding opportunity through this fund, albeit on a smaller scale. A letter of support has been provided for this bid and we await further information.

CILEx

11. The CEO attended the Group Board meeting on 25 September where Group Risk, Vision and Purpose were discussed. The next meeting is scheduled for 4 December.
12. A meeting of the Joint Education and Training (JET) working group took place on 4 October by teleconference. CILEx Regulation shared the final report from Professor Lisa Webley and provided an update of the next steps for the Education Standards project. A face to face meeting is arranged for 4 December.
13. CILEx Regulation exhibited at the CILEx Graduation ceremony on 13 October in Milton Keynes to promote practice and entity rights.
14. CILEx Regulation is co-hosting a table with CILEx at the Legal Diversity Awards on 21 November. The CILEx Regulation guest is one of the nominees in the Legal Expert category from the CILEx Awards.

15. CILEx Regulation has provided a letter of support to CILEx in relation to proposed changes to its byelaws, insofar as they relate to regulatory arrangements.

Group Services

16. On 2 October, the CEO and Director of Policy and Enforcement met with Tony Bunce, Director of Group IT & FM and Kim Dowdeswell, Group Finance Manager, to discuss the ongoing service catalogue project. Draft catalogues are being produced for IT, Facilities and Finance. The HR catalogue is awaiting discussion with the new HR Director. Timescales are to be confirmed, but are hoped to be by the end of the year.

COMMUNICATIONS:

Regulation Matters

17. The CEO filmed with Chris Bones, CILEx Group Board Chair for the September edition. They spoke about Chris' ambitions for the organisation and his plans to ensure an accessible route into the profession.
18. The SMT attended a communications planning away day on 15 October to discuss the marketing and communication strategy for 2019. This will be developed and presented to the Board in the new year.

OPERATIONS:

19. The CEO, Director of Authorisation and Supervision and Entity Manager will attend the Legal futures Innovation conference on 29 November.
20. The CEO will attend the British Nigeria Law Forum (BNLF) annual dinner on 30 November.
21. CILEx Regulation is co-sponsoring the Conveyancing Association annual conference and hosting a table on 6 December.
22. Staff continue to support the Group CRM project through the various sprint phases. User acceptance testing (UAT) will take place in Spring 2019.
23. The Director of Authorisation and Supervision spoke at the Westminster Legal Policy Forum on 8 November 2018.

Recruitment

24. An Investigation Officer, Shirley Meehan, has been recruited to the Investigations team and will join the business on 10 December.
25. Samantha Bedford has joined the PAS team as Senior Administrator. Natalie Sweeney, PAS Manager, has left CILEx Regulation.

Staff Training

26. Nominated staff attended meetings with IT to agree transition of their document areas to SharePoint from the F drive. Team areas will be transitioned in stages, with the aim to be complete and working live in SharePoint by Spring 2019.
27. Managers' attended an away day on 27 September. The day was facilitated by an external and focused on developing a new Business Plan and Mission Statement.
28. All staff will attend a breakfast briefing on 26 November to discuss the new Business Plan and participate in a values workshop.
29. Staff are running a Big Breakfast event on 16 November for all Group staff to raise monies for charity and will be supporting the Operation Christmas Child charitable cause.