



**REPORT TITLE:** CEO Report  
**ITEM NUMBER** 5  
**REPORT TO:** CILEx REGULATION BOARD  
**DATE:** 28 SEPTEMBER 2021  
**FOR:** DISCUSSION  
**SUBMITTED BY:** CARILYN BURMAN

### **STAKEHOLDER ENGAGEMENT:**

#### **External Relations Meetings**

1. CILEX have advised that Vicky Hurdley, Director of Operations left the business on 10 August. David Cameron has been recruited as Director of Education at CILEX.
2. CILEX held their AGM on 22 July. CRL SMT were in attendance.
3. Carilyn met with Linda Ford on 30 July and on 27 August with Janine Griffiths-Baker.

#### **Legal Choices / RPIG / MTCOG**

4. Carilyn attended the Legal Choices Steering Group Meeting on 28 August 2021 in place of Sue Chandler as she was on leave. The next meeting of the Legal Choices Governance Board was held on 10 September.
5. Carilyn attended the Market Transparency Co-ordination Group (MTCOG) Meeting which was held on 26 July 2021. This was the second meeting of the group following the publication of the CMA report. Terms of reference were agreed, a policy for empowering consumers was also discussed. It was confirmed that a wider consultation would take place in September to agree this policy statement for regulators. Mapping CMA recommendations, group workplan and the single digital register were also discussed.
6. The next RPIG meeting is scheduled for early September. It was discussed that the RPIG meetings may no longer exist as the MTCOG meetings could supersede these.

#### **Other meetings**

7. David Pope attended a regulators' round table chaired by Lord Grimstone, on the passage of the Professional Qualifications Bill on 15 July 2021.

#### **CRM**

8. CRL continue to attend a weekly update meeting with Project Lead Tacy Riby. Good progress is now being made in some areas for CRL, such as prior conduct.

## **OPERATIONS:**

### **Board**

9. Interviews for the Lay Board Member were held on 26 and 28 July 2021 and Douglas Blackstock was appointed. An update on appointments is provided in the Operational Report.

### **Staff**

10. Following an unsuccessful recruitment process for the Investigation Manager, a restructure of the team has taken place. An update is provided in the Operational Report.
11. Cabrini Cotter-Boston started at CRL on 31 August as the Policy Innovation Officer.
12. Sarah Bailey, Digital Comms Executive left on 23 August 2021, Paula Charnock who has previously work at CRL to cover Sarah's maternity leave in 2020 will return and take on the part time permanent role on 6 September 2021.
13. Lisa Chapman, Prior Conduct case worker, left on 24 September 2021.
14. Maternity Cover for Carilyn took place on 27 July, Janine Griffiths Baker was offered the role and started as the Interim CEO on 23 August with a 1-week handover.
15. Beccy Snape went on Maternity leave at the end of August 2021. Rebecca Kemish, who provided Beccy's previous maternity cover, has been recruited to cover for the next 12 months.
16. CRL all staff meetings continue to take place monthly. A face-to-face staff meeting is scheduled to be held in September.
17. The Managers Meeting in September is scheduled to be face to face.
18. A survey was sent to all staff seeking their views and preferences on working in an office and working from home. This will allow SMT to agree next steps in terms of flexible working going forward. A verbal update will be provided at the board.

## **RECOMMENDATION:**

- The Board is asked to **NOTE** this report.