



**PUBLIC MINUTES OF
THE BOARD OF DIRECTORS OF CILEx REGULATION LIMITED
HELD ON 15 JULY 2021 VIA ZOOM**

Present:

Sam Younger (Chair) (SY), Alice Belcher (AB), Andrew Donovan (AD), Jonathan Rees (JR)

Apologies:

Nick Hanning (NH)

In attendance (CILEx Regulation):

Carilyn Burman, Chief Executive (CB)
Stuart Dalton, Director of Policy, Governance and Enforcement (SD)
Victoria Purtil, Director of Authorisation and Supervision (VP)
Beccy Snape, Personal Assistant (BS) – minute taker

In attendance (CILEX) for specific sections

Michelle Drury, Finance Business Partner (MD)

1 Welcome and Apologies

Nick Hanning sent his apologies for the meeting.

2 Declarations of Interest

None were noted other than the interests already declared on the register of interest.

3 Minutes of Previous Meetings and Action Log

The Board **APPROVED** the following minutes subject to minor wording changes:

- Confidential minutes 11 May 2021
- Confidential minutes 8 June 2021 teleconference

Board members also attended three additional teleconferences since the previous formal Board meeting:

- 26 May: to consider feedback on the Strategy and Business Plan.
- 18 and 25 June: to discuss the Compensation Fund issue.

The Board **NOTED** the action log.

4 Chairs' Update

The Chair gave an overview of his work since the last meeting.

The discussion is minuted confidentially

The Board **NOTED** the Chair's update.

5 CEO Report

CMA Report: Following the recommendations in the CMA report, the LSB had created a Market Transparency Oversight Group, involving all regulators. The first meeting had taken place to discuss the formalities and draft the terms of reference. The next meeting was scheduled for 26 July, agenda items included the single digital register, mapping the CMA recommendations and group work plan.

Legal Choices: The next meeting was scheduled for September 2021 at which there would be an update on progress over the year.

LSB's BSB well-led review: CRL would review the report to ensure recommendations were being implemented. The LSB expected full Board consideration so a paper and action plan would be presented at the September Board meeting.

CRL would embed the actions from the well led review, then get an external person to check all outcomes had been delivered.

correlation with equality, the BSB and SRA were also looking at something similar.

The Board **NOTED** the report.

6 Strategic Performance, Risk and Operational Report

Strategy Performance and Risk

The Board reviewed a strategy and risk update. The Board's discussion is minuted confidentially.

The Board **NOTED** the report.

7 Finance Update

The Board considered the finance papers and discussed the following:

- June Management Accounts
- Reforecast
- Group Quarterly Outturn

The discussion is minuted confidentially.

8 Draft Strategy & Business Plan

The Board **NOTED** the strategy and business plan.

The discussion is minuted confidentially.

9 Shared Services Review

Board members reviewed the assessment of support service providers completed in June 2020 as part of the work on the new Internal Governance Rules.

The executive had identified the following as areas to review:

- Marketing
- Premises

The discussion is minuted confidentially.

The Board **NOTED** the report.

10 Standards Review

Board members considered the Standards Review paper, the discussion is minuted confidentially.

The Board **NOTED** the report.

11 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.

CILEx Regulation Annual Report: Some minor wording changes suggested to ensure the report did not sound outdated.

Admissions & Licensing Committee: Names of the committee members leaving would be included, but not those of current members. A footnote would be added to clarify there had been only one WBL application refused.

Investigation, Disciplinary and Appeals: Board members suggested some minor wording changes and adding an explanation of prior conduct and CPD compliance.

Strategic Risk Committee: Jonathan Rees would contact the Chair of the SRC to arrange a joint meeting with the Board.

The Board **APPROVED** the following for publication:

- CILEx Regulation Ltd Annual Report 2020
- Admissions and Licensing Committee Report 2020
- Investigation, Disciplinary and Appeals Report 2020
- Strategic Risk Committee Report 2020
- Compensation Fund Annual Report 2020
- CLE Apprenticeships External Quality Assurance Annual Report 2020

12 Education Standards Update

The Board **NOTED** the report the discussion is minuted confidentially.

13 Legal Technology Update

Board members thanked Felix Brown for his contribution during his time at CRL.

The Board **NOTED** the report the discussion is minuted confidentially.

14 ACCA

The Board **NOTED** the report the discussion is minuted confidentially.

15 Annual Cycle of Business

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

16 AOB

The Chair thanked Andrew Donovan for his contribution to the Board over the past six years, his reliability, engagement and support had been much appreciated by the Board and Executive. A farewell dinner would be arranged for later in the year when everyone felt comfortable being together again.

**Sam Younger
Chair**