

## **Appendix 10.5: Board, committee and panel periods of appointment**

### **BOARD, COMMITTEE AND PANEL PERIODS OF APPOINTMENT AND PERIOD BEFORE NEW TERMS OF APPOINTMENT**

1. CILEx Regulation is governed by a Board of Directors ('the Board') which decides on strategic and policy matters. Decisions on cases falling within the remit of CILEx Regulation are undertaken by committees, panels and trustees. This document refers to all these organisations as 'decision making bodies'.
2. This document sets out the terms of appointment and period of absence before a person serving on a CILEx or CILEx Regulation decision making body may serve on either the same or another decision making body at CILEx Regulation.
3. The overriding principle to be applied in each case is that it is necessary to introduce changes in approach, fresh ideas, new skills and different perspectives and to prevent mind sets building up in decision making.
4. It is intended that Board members, Committee Members and Panellists are wholly independent of the executive of CILEx Regulation to ensure objective decision-making.
5. To enable continuity on these decision-making bodies which could be jeopardised by a significant proportion of members leaving at the same time, it is appropriate to organise staggered leaving dates. This may involve a shortened final term by up to a year or where the governance documents allow a time-limited extension up to a maximum of a year.

#### **Board members**

6. Board members are appointed for a period of three years and are eligible to serve for an additional maximum period of three years. **In exceptional circumstances, the Board may extend the term of office of a Board member for up to a maximum of a year.**
7. The Board decides matters of policy which are implemented and applied by the CILEx Regulation committees, trustees and panellists.
8. A person who has served as a member of the CILEx Regulation Board will not be able to serve as a member of a CILEx Regulation committee or as a trustee or panellist until at least six years has elapsed.
9. A person who has served as a member of the CILEx Regulation Board and either completed their term of office or resigned or been removed from office before completion of their term of office will not be eligible for reappointment until at least two years have elapsed from the end of their appointment (other than where a sitting Board member has an agreed break period during their term of office, following which they resume their term for the remainder of its

original duration without a formal reappointment process).

10. A person who has served as a member of the former CILEx Council, or any other Board or Committee within the CILEx Group governance structure, will not be eligible to serve as a member of the CILEx Regulation Board until at least two years have elapsed from the end of their appointment.
11. Altering the length of a final term for continuity purposes: The Standing Orders set out how a term can be extended in exceptional circumstances. With the prior agreement of the Chair, the final term of a Board member may be reduced by up to a year. If the member disagrees with the proposed reduced term the matter will be decided by a quorate non-conflicted Board.
12. If the Chair of the Board is appointed whilst being an existing Board member, then the Chair will be able to serve two full three-year terms as the Chair, irrespective of the term served as a Lay Board member, subject to an overall ten-year maximum length on the Board in total.

### **Committee members, panellists and trustees**

13. Except for the ALC and SRC, Committee members, panellists and trustees are appointed for a period of three years and are eligible to serve for an additional two terms of three years, with a maximum nine-year tenure in total. Where LSB-approved Rules differ, the LSB Rules take precedence, until the Rules are amended to reflect the policy wishes of the Board captured in this document.
14. The Admissions and Licensing Committee (ALC) and Strategic Risk Committee (SRC) members are appointed for a period of five years and are eligible to serve for an additional five-year term, with a maximum ten year tenure in total.
15. The CILEx Regulation committees, panellists and trustees make casework decisions.
16. A person who has served as a member of a CILEx Regulation committee, panel or trust fund and either completed their term of office or resigned or been removed before completion of their term of office may not serve on another CILEx Regulation Committee, panel or Trust Fund until at least two years have elapsed from the end of their appointment.
17. A person who has served as a member of a CILEx Regulation Committee, Panel or Trust Fund will be eligible to make an application and serve on the CILEx Regulation Board without any time having elapsed between the respective appointments. A person may not serve in two capacities at the same time.
18. A person who has served as a member of the former CILEx Council or any other board within the CILEx Group governance structure, will not be eligible to serve as a member of a CILEx Regulation Committee, Panel or Trust Fund until at least two years have elapsed from the end of their appointment.

19. Altering the length of a final term of Committee members, panellists and trustees for continuity purposes: The final term of a member may be extended or reduced by up to a year for the normal final term for continuity purposes. This decision is delegated to the Board member Portfolio Holder for the relevant area with the guidance of the Executive Director with lead responsibility for the relevant Committee/Panel.

Approved by the Board: 18 September 2013

Last reviewed: 11 May 2024<sup>2</sup>