**There will be a meeting of the Board of Directors of CILEx Regulation Ltd
17 May 2022**

**The Arden Hotel and Arden House
Waterside, Stratford-upon-Avon, Warwickshire, CV37 6BA**

Virginia Carpenter, Personal Assistant
Email: Virgina.Carpenter@cilexregulation.org.uk

**Janine Griffiths-Baker
Interim Chief Executive Officer**

AGENDA

17 May 2022 – Board meeting 09:00-13:00

ITEM		Approval/Noting /Discussion	LEAD	Time
SESSION 1 09:00-11:00				
WELCOME & INTRODUCTIONS				
ITEM 1	**Apologies**			
ITEM 2	**Declarations of interest**	Noting	**JR**	**5m**
STANDING ITEMS				
ITEM 3	**Minutes of previous meetings and Action Log** • *Confidential minutes 24 February 2022* • *Confidential minutes 7 March 2022 teleconference* • *Confidential minutes 22 March 2022 teleconference* • *Confidential minutes 13 April 2022 teleconference* • *Action Log*	Approval	**JR**	**15m**
ITEM 4	**Chair's Update**	Noting	**JR**	**15m**
ITEM 5	**Chief Executive's Report**	Noting	**JGB**	**15m**
ITEM 6	**Financial Update** *Part A* • PCF & Other Fees Charges Review • Reserves policy *Part B* • 2022 Management Accounts • Draft Regulatory Costs Transparency Statement • Unit Costs • Delegated Authority listing	Decision/ Approval	**MD/VP**	**45m**

ITEM 7	**Chief Operating Officer's report** – including Education, Strategy, Performance & Risk	Decision	**VP**	**25m**
**SESSION 2** **11:15-13:00**			
OPERATIONS AND ENFORCEMENT				
ITEM 8	**Director of Operations' Report**	Noting	**DP**	**20m**
GOVERNANCE				
ITEM 9	**Interim Director of Governance Report**	Noting	**PM**	**20m**
ITEM 10	**Annual review of governance framework**	Approval	**PM**	**20m**
ITEM 11	**Health & Safety Annual Report**	Noting	**PM**	**15m**
Any other business				
ITEM 12	**Annual Cycle of Business**	Noting		
ITEM 13	**AOB**			

2022 Meetings:
- 9 June 13:00-14:00 (Teleconference– via Teams)
- 13 July 09:30-16:00 (Full Board via Teams)
- 8 September13:00-14:00 (Teleconference– via Teams)
- 28 September 09:30-16:00 (Full Board via Teams)
- 19 October 13:00-14:00 (Teleconference– via Teams)
- 17 November 09:30-16:00 (Full Board via Teams)
- 8 December 13:00-14:00 (Teleconference– via Teams)