

	Lead	Feb	May	Jul	Sep	Nov	comments
Standing Business							
Apologies	JR	✓	✓	✓	✓	✓	
Declaration of Interests	JR	✓	✓	✓	✓	✓	
Approval of Minutes	JR	✓	✓	✓	✓	✓	
Action Log	JR	✓	✓	✓	✓	✓	
Chair's Update	JR	✓	✓	✓	✓	✓	
CEO Report	CB	✓	✓	✓	✓	✓	
Strategy, Performance & Risk	VP	✓	✓	✓	✓	✓	
Annual Cycle of Business	JR	✓	✓	✓	✓	✓	
AOB	JR	✓	✓	✓	✓	✓	
Strategy (2022 - 2024)							
Consumer theme strategic objective (incl CMA)	SB					✓	
Accessibility/diversity theme strategic objective (incl E&D action plan)	SB			✓			
Standards theme strategic objective	VP				✓		
2023 Business Plan and Strategic Objectives review	VP				✓		
Comms and Engagement Strategic Review	CB			✓			
People Strategy Review (to incl Staff Survey)	CB		✓				
Finance							
Management Accounts	MD	✓	✓	✓	✓	✓	
Annual Accounts sign off	MD		✓				
Draft regulatory costs transparency statement	MD		✓				
Working budget	MD			✓			
Final budget	MD				✓		
PCF and other fees and charges review	MD/VP		✓	✓		✓	
Group Quarterly outturn	MD		✓	✓		✓	
Unit Costs	MD/VP	✓	✓		✓	✓	
Governance							
Board Self-evaluation methodology	SB					✓	
Board Self-evaluation outcomes	SB		✓				
Annual complaints and compliments report	SB	✓					
Annual review of governance framework (Standing Orders; Scheme of Delegation; policies; Transparency Policy etc)	SB		✓				
Annual Board/committee/panel reports (Enforcement, SRC, ALC, Comp Fund)	DP/VP			✓			
Risk Strategy	VP					✓	
Business Continuity	SB	✓					
Information Governance Annual Review	SB	✓					
Health & Safety Annual Report	SB		✓				
Review of IGR Dispute Resolution Annex	SB		✓				
IGR Compliance annual review (to note)	SB				✓		
Education and Standards							
Standards Review (including Education)	VP	✓	✓	✓	✓	✓	
CILEx Education Directorate Annual Report	VP				✓		
AML Report	DP					✓	
Legal Technology	SB	✓	✓	✓	✓	✓	
Miscellaneous - non-recurring							
Membership fee / PCF modelling	VP/MD		✓				