



**There will be a meeting of the Board of Directors of CILEx Regulation Ltd
On 10 May 2023**

**Mallory Court Country House Hotel
Harbury Lane, Bishops Tachbrook,
Leamington Spa, Warwickshire, CV33 9QB**

Beccy Snape, Personal Assistant
Email: beccy.snape@cilexregulation.org.uk

Vicky Purtill
Acting Chief Executive Officer

AGENDA

ITEM		ACTION	PUBLISH	LEAD	TIME
SESSION 1					
09:00-11:00 (2hr)					
WELCOME & INTRODUCTIONS					
ITEM 1.0	Apologies				
ITEM 2.0	Declarations of interest	N	Y	JR	5m
STANDING ITEMS					
ITEM 3.0	Minutes of previous meetings and Action Log <ul style="list-style-type: none"> • Confidential minutes 23 February 2023 (p3) • Confidential minutes 9 March 2023 (p15) • Confidential minutes 22 March 2023 (p20) • Confidential minutes 12 April 2023 (p23) • Action Log (p28) 	A		JR	10m
ITEM 4.0	Chair's update (oral report) <ul style="list-style-type: none"> • Legal Advice 	N D	-	JR	15m 60m
ITEM 5.0	Acting Chief Executive's Report (p31) Including: <ul style="list-style-type: none"> • Business Plan • Strategic Risk Register (Heat Map only) • Performance (KPI) • Education Standards 	D	Y P	VP	30m
SESSION 2					
11:15-13:15 (2hr)					
ITEM 6.0	Finance Update A: PCF (p39) PCF & Other Fees and Charges Review B: General Finance (p42) Management Accounts Draft Regulatory Costs Transparency Statement Group Quarterly Outturn Unit Costs	N	N (a) N (a) N (a) N (a) N (a)	MD/VP	20m
ITEM 7.0	Director of Operations' Report (p46) performance data recording and reporting	N	P	DP	15m
ITEM 8.0	Director of Governance Report (p57)	D	Y	SB	5m

ITEMS FOR DISCUSSION					
ITEM 9.0	People Strategy Review (p64)	D	Y	VP	30m
ITEM 10.0	Legal Technology Review (p70)	A	Y	SB	20m
ITEM 11.0	Annual Review of Governance Framework (p79)	D	Y	SB	15m
Any Other Business					
ITEM 12.0	Annual Cycle of Business (p84)	N	Y	JR	5m
ITEM 13.0	Confirmation papers can be published	D	-	JR	5m
ITEM 14.0	Any Other Business	D	-	JR	5m

<u>Action</u>	<u>Publication</u>
A = Approval D = Discussion N = Noting	Y = Yes N = No P = Partial
<p><u>Extract Governance Transparency Policy</u></p> <p>The Board may consider it justifiable for all or part of papers and minutes to be excluded from publication on grounds that they:</p> <ol style="list-style-type: none"> are commercially sensitive; include legal or other professional advice on sensitive or confidential matters; involve matters concerning a named individual, an individual who can be identified or who has a reasonable expectation that the matter will remain confidential; contain personal data; include discussion of risk that might be exacerbated by publication; relate to emerging strategy or policy. 	

2023 Meetings:

Date	Name of Board meeting	Timings
08/06/2023	Board Teleconference	13:00-14:00
12/07/2023	CRL Full Board	09:30-16:00
07/09/2023	Board Teleconference	13:00-14:00
27/09/2023	CRL Full Board	09:30-16:00
18/10/2023	Board Teleconference	13:00-14:00
16/11/2023	CRL Full Board	09:30-16:00
06/12/2023	Board Teleconference	13:00-14:00