



20 September 2023, 13:00 – 16:30, Thistle Hotel (36-37, Bloomsbury Way, Holborn, London, England, WC1A 2SD)

<b>Attending</b>	Ben Kemp, David Broadbent, Edwin Sheaf, Helen Brown, Mike Smedley, Mitesh Soni, Neil Buckley (Chair), Nicola Williams, Oliver Bettis, Simon Martin, Sue Lewis
<b>Apologies</b>	-
<b>Executive</b>	Alan Marshall (item 2), Cargill Sanderson, Fiona Goddard, Hannah MacLeod (Board Secretary)
<b>Guests</b>	Suzie Lyons (items 5 and 6)
<b>Observing</b>	-

	Item	Purpose	Paper	Lead	Time
1.	<b>Welcome and apologies</b>	-	-	NB	13:00
2.	<b>Risk management and horizon scanning</b>		-	-	-
2.1	Provide <b>steer</b> on Board management of risk (including use of Horizon Scanning register) and to <b>discuss</b> the existing register	Steer	1	AM	13:05
3.	<b>Board priorities</b>				
3.1	Provide <b>steer</b> on the key priorities for the Board in 2023/24	Steer	2	HM	13:35
<b>BREAK 14:00</b>					
4.	<b>Regulatory Toolkit</b>				
4.1	<b>Discuss</b> the regulatory toolkit and how it is communicated	Discuss	3	HM	14:10
5.	<b>Board self-assessment</b>				
5.1	<b>Discuss</b> feedback from surveys	Discuss	4	HM/SL	14:35
6.	<b>Workshop</b>				
6.1	Evaluating Board Effectiveness	-	-	SL	15:00
7.	<b>AOB</b>	-	-	NB	16:00

### Future meeting dates

- 21 November 2023
- 14 February 2024
- 14 May 2024\*
- 16 July 2024
- 24 September 2024 (Strategy Day)\*
- 19 November 2024

\*Planned to be in person meeting, with venues to be confirmed