



21 November 2023, 10:00:13:30, via MS Teams

Attending	David Broadbent, Edwin Sheaf, Helen Brown, Mike Smedley, Mitesh Soni, Neil Buckley (Chair), Nicola Williams, Oliver Bettis, Simon Martin, Sue Lewis
Executive	Clifford Friend (item 11) Cargill Sanderson, Fiona Goddard, Hannah MacLeod (Board Secretary), Kirsty Mill, Serrina Galleymore, Suzie Lyons (Item 10), Stephanie McGowan (Item 6), Karen Brocklesby (Item 11)
Guests	Dawn Dickson (Item 10), Karen Butroid (Item 6), Pauline Gibson (observing), Chantelle Findlow (observing)

Item		Purpose	Paper	Lead	Time
1.	Welcome and apologies	-	-	NB	10:00
2.	Declaration of conflicts of interest	-	-	NB	-
3.	Minutes and actions	-	-	-	-
3.1	Approve 20 September minutes	Approval	1	NB	-
3.2	Note running actions	Noting	2	-	-
4.	Chair's update	Noting	3	NB	10:05
5.	Executive update	Noting	4	HM	10:15
FOR DISCUSSION					
6.	Practising Certificate Committee Annual Report				
6.1	Note the annual report from the Practising Certificate Committee	Noting	5	KBu	10:25
7.	Diversity Equity and Inclusion guidance				
7.1	Discuss the draft guidance and engagement/consultation plan	Approval	6	HM	10:40
BREAK 11:10					
8.	Climate change and sustainability guidance				
8.1	Discuss the draft guidance and approve its publication	Approval	7	HM	11:20
9.	Duties of Disclosure guidance				
9.1	Discuss draft guidance and approve publication	Approval	8	HM	11:40
10.	FRC Oversight				
10.1	Note findings of FRC private and public Oversight Reports	Noting	9	SL	11:55
11.	Information Session on the Examination Process				
11.1	Note the structure and detail of the examination process	Noting	Oral	CF	12:25
FOR NOTING ONLY					
12.	Standing items				
12.1	Learning Change Programme update	Noting	10	KBr	-
12.2	Horizon Scanning Register	Noting	11	AM	-
12.3	Forward Agenda	Noting	12	NB	-
12.4	Board members' tenure	Noting	13	NB	-
13.	AOB	-	-	NB	-

Future meeting dates

- 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