

CEO Report: a guide to the pack

For Board approval	
For Board briefing	
For Board steer	
For Board information	

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Publish in full	
Subject to minor redaction	
No publication	

Executive summary

1. This note explains revisions to the CEO report pack, and plans for further development.

CEO Slides

2. These are circulated a couple of days before the Board meeting and are intended to be my take on the key issues, developments and concerns for us, internally and externally. The slides look back over the previous month and forward to what is coming over the next period.

Board performance pack

3. I have had feedback from members that the Board performance pack is not telling Board what it needs to know. We know this, which is why John Baillie's group is reviewing the performance management framework. Given this, we will continue to use the pack at Exec team level but only bring the four quadrants to Board, until a new performance report is introduced. If Board members do have issues or questions they are welcome to pick these up offline, or in the meeting, in any event, I will aim in my slide deck to cover anything significant.

Casework update

4. While this will be refreshed, for now I suggest we continue to include the summary of key cases. This gives a 'window' into the sharp end of our regulatory work, and the cases and licence reviews we are 'progressing'. We have plans to improve this report once the new enforcement strategy and policy is in place in the summer.

National Lottery update

5. The one page overview on current issues in relation to the National Lottery, including our preparations for the next competition, will continue to be part of my CEO report pack.

Diary of commitments (Chairman and CEO) and Comms and Stakeholder report

6. These two reports will from now on be posted on BoardPad, in a folder of papers for information so that members can see these and dip into them as necessary. This folder will appear alongside each monthly meeting. The aim of these is to give a 'window' into the stakeholder meetings and engagement that Bill and I are having. The Comms report is intended to share impact of our building media and public affairs programmes.

Finance paper

7. Over time I expect this to change significantly. Given priorities, it is an area of the CEO report pack which has not been revised to date other than to try and make the Exec summary more accessible. Simon Knee and Sue Harley have had some useful feedback from Board members on how to improve this and we will address ourselves to this once the budget for 17/18 is settled. Any changes will also be integrated into the new performance management framework. For now, the finance paper will continue to appear in the CEO pack in order to maintain transparency on spend and income profiles.
8. Finally, if you have any questions about any of these revisions do by all means get in touch or raise with me at the Board meeting on 23 March 2017.