

Attendees

Chairman

Michael Gibbons

RPC Secretariat

Hiroko Plant, Head of Secretariat
Secretariat staff

Committee Members

Alex Ehmann

Jeremy Mayhew

Martin Traynor

Sarah Veale

Ken Warwick

Better Regulation Executive (BRE) officials

Carl Creswell

BRE officials

DExEU officials

Teleconference: Nicole Kar

DEFRA Officials

Apologies: Jonathan Cave

1. Matters arising

Minutes of June Committee meeting

1. Minutes of the 10 July meeting were agreed.

Matters arising

2. Conflicts of Interest: The following declarations were made by two committee members:
 - One member (SV) stated that she was no longer a member of the EHRC Board and therefore her conflict of interest in this area had ceased.
 - Another member (JM) stated that he had recently taken on a non- executive role in the Museum of London.

The RPC register of interests would be updated to reflect the above changes (**Action Secretariat**).

3. Dates of the future Committee meetings: The Committee agreed the dates and times of future Committee Meetings up to December 2018.
4. Staff leaving the RPC: The Chairman thanked four members of the secretariat who were leaving the RPC. Their replacements will be welcomed in the October meeting.

6. Risk Register

5. The committee lead for risk management (JM) presented the August Risk Register (RR). There was concern that this had not been considered by the committee for over six months due to competing priorities. It was agreed that the risk lead and the HoS would discuss the RR monthly, in between committee meetings. The HOS noted that six of the nine risks are both critical in terms of impact and high or very high probability; in addition, there is a limit as to what we can do to mitigate some of our external threats, and so the mitigation actions proposed will have limited effect. She sought the Committee's view as to whether there were further actions that

could be taken in mitigation or whether the high residual risks would have to be accepted. The following comments were made by the committee and others at the meeting:

- If there's any mitigation work we can do on resource pressures we should be doing it. (The HoS noted that action was being taken to increase resourcing, and that a later paper would discuss other mitigations) We should also have some control over the RPC's position in the regulatory system (AE).
- We should concentrate on what we can do rather than what we can't do. A commercial Board looking at its RR would have far more control over the system (MT).
- The RR is very internally focused, looking at risks to us as an organisation. It would be better if it was couched in terms of risks to our objectives instead (KW). One member thought this was a good point, but the phrasing would have to be carefully managed to avoid taking a political position. (JM).
- JJ noted – drawing on her experience as a risk manager – that it might be helpful to work forward from external drivers rather than backward from impacts, as some of the risk descriptors looked more like impacts than risks.
- AE – this is very focused on near-term risks and issues. We should also begin to focus on longer term risks such as emerging policies on BR or the impacts on BR of major H&S incidents.
- There was some discussion as to whether the RR should present the residual risks following mitigation action explicitly; no conclusion was reached.
- HP again sought feedback on the mitigation actions; Committee members agreed to comment by correspondence on these.

6. The Chairman concluded the discussion by saying that that some very good points were made which needed to be incorporated into the revised risk register. He asked that any further comments on the RR – and especially on the mitigation actions - should be made by email (**Action:** Committee). It was agreed that the Committee lead for the RR and the HoS would revise the RR (**Action:** RPC).

7. Updates

Meeting with the President of the European Small Business Association

7. The Chair met the President of the European Small Business Association, David Caro. The president suggested that the Chair should meet the European SME envoys and proposed a meeting with the MEP who had an interest in small business (**Action:** RPC Secretaria to arrange).

Meeting with the consumer Association Which

8. The Engagement Committee Lead on Civil Society (SV) met the Director of Policy (Pete Morey) of the consumer association 'Which'. The association has considerable interest in consumer regulations and has agreed to address the committee at the November Committee meeting.

Committee appointments

9. The BRE Sponsorship Engagement Lead gave an update on the appointments process for Chair and members. She agreed to discuss the timetable with the Chair and Secretariat, and to ensure that the Chair was appropriately involved in the recruitment process for members.

9. Any other Business

10. None.