

# Minutes of the UKEB's Private Meeting held on 23 March 2023 at 14:05 hrs at 1 Victoria Street, London SW1H 0ET

## PRESENT:

Name	Designation
Pauline Wallace	Chair
Mike Ashley	Member
Phil Aspin	Member
Kathryn Cearns	Member
Katherine Coates	Member
Robin Cohen	Member
Edward Knapp	Member
Paul Lee	Member
Giles Mullins	Member
Liz Murrall	Member
Sandra Thompson	Member
Michael Wells	Member

## 1. Administrative Matters

### Welcome and apologies for absence

- a) Apologies were noted from Amir Amel-Zadeh.

### Declaration of interests

- b) The Board noted any relevant declarations of interest.

### Minutes of the last meeting

- c) The Board approved the minutes of the meeting held on 23 February 2023 and 7 March 2023 for publication.

### Action Log

- d) The Board noted the log of actions arising from previous meetings.

### UKEB Forward Agenda

- e) The Board considered the Forward Agenda.

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### **Transparency Register for Web Publication**

- f) The Board approved the Transparency Register for publication.

### **Gifts & Hospitality Register**

- g) The Board approved the Gifts & Hospitality Register for publication.

### **2. GDPR/FOIA Awareness – Refresher Session**

- a) The Board received a GDPR and FOIA refresher awareness session from the General Counsel Team.

### **3. Technical Director's Updates**

- a) The Board approved the UKEB's work plan for publication on the website, subject to minor amendments. The Board received a number of other updates from the Technical Director related to its work plan.

### **4. Operational Update**

- a) The Board received an update on UKEB operational matters.

### **5. Other Board Member Updates**

- a) There were no updates to note.

### **6. Any other business**

- a) There was no other business discussed.

The meeting ended at 17:50 hrs.