

**CIVIL AVIATION AUTHORITY
MINUTES OF AN EXTRAORDINARY BOARD MEETING HELD ON
THURSDAY 23 JUNE 2022, 15:00, TEAMS**



Present:

Sir Stephen Hillier Chair
Richard Moriarty
Rob Bishton
Katherine Corich
AVM Simon Edwards
Marykay Fuller
Jane Hanson CBE
Manny Lewis
Paul Smith
Jonathan Spence Secretary & General Counsel
Chris Tingle

Apologies:

Anne Lambert
Jane Cosgrove

In Attendance:

Ben Alcott
Peter Drissell
Tim Johnson
Alex Kaufman
Philip Clarke

I APOLOGIES & CONFLICTS OF INTEREST

1. Apologies were received from Anne Lambert and Jane Cosgrove. No conflicts of interest were declared.

II OPENING REMARKS

2. In opening the meeting the Chair expressed his and the Board's gratitude for all the hard work that had gone into 2021/22 Annual Report and Accounts (ARA) to get it to this approval stage.

III OVERALL CONTENT AND NARRATIVE AND CONTENT OF THE ARA, INCLUDING CHANGES PROPOSED BY THE AUDIT COMMITTEE

3. The Board agreed that the overall content of the ARA was now right and that there was nothing missing from the ARA. The Chair of the Audit Committee was content to recommend the ARA to the Board for signing

III CONSIDER THE IMPACT OF ANY POST BALANCE SHEET EVENTS

4. It was confirmed that there were no post balance sheet events to disclose.

IV APPROVE THE SIGNING OF THE ARA AND OF THE REPRESENTATION LETTER FOR THE CAA

5. The Chair of the Audit Committee said that she had nothing to add to the ARA or the Representation Letter. She recommended that both be signed on behalf of the Board. The Board agreed. Those Board Members whose signatures would be required for the ARA and the Representation Letter confirmed that they were content for their electronic signatures to be used.

V AOB

DERRIFORD HOSPITAL ACCIDENT

6. Jonathan Spence and Rob Bishton provided the Board with a further update on the accident at Derriford Hospital, Devon.

H7

7. An update was provided on the planned publication timetable for the H7 review.

Date and Time of Next Meetings:

July Board: Wednesday 20 July, 10:00 hours, Farnborough Air Show