

# Report of decisions



**MEETING:** ICAEW Regulatory Board (IRB)  
**DATE:** 11 December 2018  
**LOCATION:** Boardroom, Chartered Accountants' Hall  
**CHAIR:** Michael Caplan  
**SECRETARY:** Tracy Stanhope

## ATTENDEES

### Board members:

Andrew Goldsworthy  
Ann Wright  
Chris Fraser  
David Chitty  
Ian Leigh  
Jane Titley  
John Milsom  
Michael Sufrin  
Pauline Wallace  
Philip Nicol-Gent  
Steve Barrow

### Staff:

Claire Phillips  
Duncan Wiggetts  
Matthew Downton  
Michelle Giddings  
Paul Simkins  
Peter James  
Trevor Smith

## Minutes

The minutes of the previous meeting held on 9 October 2018 were approved by the IRB and signed by the chair.

### Approval of proposed amendments to the disciplinary bye laws for 2019

The IRB approved changes to the disciplinary bye laws in respect of the following:

- Liability to disciplinary action
- The introduction of a fast track process for the determination of certain types of serious criminal conviction complaints
- Enabling the chairs of the regulatory committees to refer matters to the Fitness Committee

Other minor changes to the disciplinary bye laws were also agreed.

### Vexatious complaints / complainants

The IRB agreed in principle to amending the bye laws to put procedures in place to enable PCD staff to deal with vexatious complainants.

## **Proposed amendments to the guidance on sanctions**

### **Fixed penalties for cautions and the penalty associated with these cases**

The IRB approved the addition of a specific sanction where a firm submits an inaccurate annual return with a start point of a category E financial penalty

The IRB then agreed to the extension of the fixed penalty process to deal with certain criminal convictions. Certain mitigating features would need to be present in order for a fixed penalty to be proposed in such cases.