



Costs Lawyer Standards Board

AGENDA

Wednesday 20 July 2022 @ 9:30am
Institute of Advanced Legal Studies, London

Board:	Rt Hon David Heath CBE	Lay NED (Chair)
	Stephanie McIntosh	Lay NED (Vice-Chair)
	Andrew Harvey	Lay NED
	Andrew McAulay	Non-Lay NED
	Paul McCarthy	Non-Lay NED
In attendance:	Kate Wellington	CEO and Company Secretary
	Jacqui Connelly	Director of Operations
	Heather Clayton	Director of Policy (Item 3.2)

Note: Agenda items in blue are standing items

	Agenda item	Paper	Publish ¹	Lead
1	Opening matters 1.1 Quorum and apologies 1.2 Declarations of interest on agenda items	- -		DH DH
2	Minutes 2.1 Approval of minutes (19 May 2022) 2.2 Matters arising (19 May 2022)	Item 2.1 -	Yes	DH DH
3	Strategy 3.1 Progress against Business Plan: Q2 2022 3.2 Strategy session: Defining our regulatory approach	Item 3.1 Item 3.2	Yes No (G)	KW DH/HC
	BREAK			
4	Board matters 4.1 Dates for 2023 meetings 4.2 Remuneration Committee report 4.3 Governance review tracker: New consultation process document	- Item 4.2A+B Item 4.3A+B	Not A (A, B) Yes	DH AH KW

¹ The letters used in this column indicate the reason for any non-publication of papers. They correspond to the reasons set out in our publication policy, which can be found on the [What we Publish](#) page of our website.

5	Finance 5.1 Quarterly report: Q2 2022 5.2 2021 accounts 5.3 2023 Business Plan and budget 5.4 PCF consultation	Item 5.1 Item 5.2A+B Item 5.3A-C Item 5.4A-C	No (D, E) No (D, E) Not C (D, E) Yes	JC JC KW/JC KW
6	Risk management 6.1 Review of risk registers	Item 6.1	Yes	KW
7	Regulatory matters 7.1 Two year review of Disciplinary Rules and Procedures 7.2 Consumer Engagement Strategy: Year 2 report 7.3 Accredited Study Provider Scheme Handbook 7.4 Diversity survey report	Item 7.1 Item 7.2 Item 7.3 Item 7.4	Yes Yes Yes No (G)	KW KW KW KW
8	Legal Services Board (LSB) 8.1 Regulatory performance framework consultation 8.2 Feedback from All Chairs meeting	Item 8.1 -	Yes	KW DH
9	Stakeholder updates² 9.1 Annual review of MOU and OP with ACL	-		KW
10	Publication 10.1 Confirmation that papers can be published	-		DH
11	AOB	-		DH
12	Next meeting Date: 19 October 2022 Venue: Remote via videocall	-		DH

² This agenda item is used to update the board on significant developments relating to the work of the Legal Services Consumer Panel, Association of Costs Lawyers, ACL Training, Legal Ombudsman (including exception reporting on service complaints) and other relevant stakeholders.