



Costs Lawyer Standards Board

AGENDA

Wednesday 23 October 2023 @ 10:30am
Remotely via videocall

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
	Jacqui Connelly	Director of Operations
	Lori Frecker	Director of Policy

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 1.3 Introduction – Director of Policy	- - Item 1.3	 No (A)	DH DH DH/LF
2	Minutes 2.1 Approval of minutes (28 June 2023) 2.2 Matters arising (28 June 2023)	Item 2.1 -	Yes	DH DH
3	Strategy 3.1 Progress against Business Plan: Q3 2023 3.2 Consultation feedback on strategy and business plan 3.3 Education – launch of new CLPQ	Item 3.1 Item 3.2 -	Yes Yes	KW KW KW
4	Board matters 4.1 Amendment to Board Appointment Policy 4.2 NED reappointments	- -		DH DH

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: Q3 2023 5.2 Outcome of practising fee application 5.3 Interest bearing account options	Item 5.1 - Item 5.3	No (D, E) No (D, E)	JC KW JC
6	Risk management 6.1 Review of risk register	Item 6.1A+B	Yes	KW
7	Regulatory matters 7.1 Code of Conduct consultation outcome 7.2 New guidance on providing services to consumers 7.3 Progress update on ongoing competency 7.4 Regulatory Information Service	Item 7.1 Item 7.2 Item 7.3 Item 7.4	Yes Yes Yes No (B)	KW KW KW KW
8	Legal Services Board (LSB) 8.1 Work updates 8.2 2023 regulatory performance assessment	Item 8.1 Item 8.2	Yes Yes	KW KW
9	Stakeholder updates² 9.1 ACL Council meeting minutes 9.2 Judicial appointments update	Item 9.1 -	Yes	KW AH/KW
10	Operations 10.1 Practising history data project	Item 10.1	Yes	JC
11	Publication 11.1 Confirmation that papers can be published	-		DH
12	AOB	-		DH
13	Next meeting Date: 30 January 2024 Venue: Remotely 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.