



Costs Lawyer Standards Board

AGENDA

Wednesday 29 March 2023 @ 10:30am
Remotely via videocall

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

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 (31 January 2023) 2.2 Matters arising (31 January 2023)	Item 2.1 -	Yes	DH DH
3	Strategy 3.1 Progress against Business Plan: Q1 2023 3.2 Discussion session: Options for entity regulation	Item 3.1 Item 3.2	Yes No (G)	KW KW
4	Board matters 4.1 Remuneration Committee minutes (31 January 2023) 4.2 Annual review of register of interests	Item 4.1 Item 4.2	No (A, B) Yes	AH DH
5	Finance 5.1 Quarterly report: Q1 2023	Item 5.1	No (D, E)	JC

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.

6	Risk management 6.1 Review of risk register : New framework	Item 6.1	Yes	KW
7	Regulatory matters 7.1 Education update 7.2 Diversity survey report	Item 7.1 Item 7.2A+B	Yes Yes	KW KW
8	Legal Services Board (LSB) 8.1 Work updates	Item 8.1	Yes	KW
9	Stakeholder updates² 9.1 ACL Council meeting minutes 9.2 Work updates	Item 9.1 Item 9.2	Yes Yes	KW KW
10	Operations 10.1 2022 CPD audit report 10.2 Digital workplan progress report	Item 10.1 Item 10.2	Yes Yes	JC JC
11	Publication 11.1 Confirmation that papers can be published	-		DH
12	AOB	-		DH
13	Next meeting Date: 27-28 June 2023 Venue: London	-		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.