



Costs Lawyer Standards Board

AGENDA

Tuesday 30 January 2024 @ 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

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 (23 October 2023) 2.2 Matters arising (23 October 2023)	Item 2.1 -	Yes	DH DH
3	Strategy 3.1 Progress against Business Plan: 2023 roundup 3.2 Annual report against performance indicators 3.3 Communications strategy: stage 1 3.4 Costs Lawyer Apprenticeship update	Item 3.1 Item 3.2A+B Item 3.3 Item 3.4A+B	Yes Yes Yes Yes	KW KW KW/AH KW
4	Board matters None this meeting			

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: Q4 2023	Item 5.1	No (D, E)	JC
6	Risk management 6.1 Review of risk register	Item 6.1	Yes	DH
7	Regulatory matters 7.1 Ongoing competency framework 7.2 Project proposal for future of regulation 7.3 Code of Conduct rule change application 7.4 New economic crime regulatory objective 7.5 Judicial appointments update 7.6 Costs Lawyer profession in 2023 report	Item 7.1 Item 7.2 - - Item 7.5 Item 7.6	Yes Yes Yes Yes	KW KW KW KW KW JC
8	Legal Services Board (LSB) 8.1 Work updates 8.2 2023 regulatory performance assessment	- Item 8.2	 No (B)	DH/KW KW
9	Stakeholder updates² 9.1 ACL Council meeting minutes 9.2 Work updates	Item 9.1 -	Yes	KW KW
10	Operations 10.1 Practising certificate renewals data	Item 10.1	Yes	JC/KW
11	Publication 11.1 Confirmation that papers can be published	-		DH
12	AOB	-		DH
13	Next meeting Date: 23 April 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.