

## **Legal Services Board**

### 8<sup>th</sup> Board meeting 2016: Board papers

**Date:** 24 November 2016

**Time:** 14:00 – 16:10 hrs

**Venue:** Deans Court Chambers, 24 St John St, **Manchester**, M3 4DF

**Travel to Board Venue:** 20-25 minute walk from Manchester Station.

**For more information contact:**

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# LEGAL SERVICES BOARD

## Agenda

**24 November 2016 at 14:00 – 16:10**

Deans Court Chambers, 24 St John St, Manchester, M3 4DF

<b>Member Attendance:</b>	Mike Pitt ( <b>Chair</b> ), Terry Babbs, Jemima Coleman, Marina Gibbs, Helen Phillips, Jeremy Mayhew, Catharine Seddon, Michael Smyth, Neil Buckley, David Eveleigh
<b>In Attendance:</b>	Julie Myers (Corporate Director), Caroline Wallace (Strategy Director), Nick Glockling (Legal Director), Edwin Josephs (Director of Finance and Services), Kate Webb (Head of Regulatory Reviews and Investigations), Toni Whitby (Corporate Governance Manager)
<b>Apologies:</b>	
<b>Attendance for Agenda Items:</b>	Bryony Sheldon (Item 3), Jenny Prior (Items 6, 9, 13, 14)  Steve Green (Office for Legal Complaints Chair), Kathryn Stone OBE (Chief Legal Ombudsman) and Rob Powell (Director of Corporate Services who joined on 31/10) are all due to attend both the LSB board meeting and the evening event.
<b>Observers:</b>	Danielle Viall, Stephanie Borthwick

Item	Action	Speaker	Timing
1. Welcome and Apologies			14.00
2. Declarations of interest relevant to the business of the Board	Note	MP	14.00
<b>Policy Items</b>			
3. Exploring consumer vulnerability in legal services <b>Paper (16) 69</b>	Note	BS/KW	14.00 (15 mins)
4. LSB vision statement   <b>Paper (16) 70</b>	Agree	NB	14.15 (5 mins)
5. Reviewing our regulatory approach   <b>Paper (16) 71</b>	Discuss	KW/NG	14.20 (20 mins)
<b>Governance and operations items</b>			
6. Draft LSB Business Plan and budget 2017/18 <b>Paper (16) 72</b>	To discuss and agree	NB/JP/J M/EJ	14.40 (15 mins)
7. Minutes of the previous meeting on 26 October 2016	Note	MP	14.55 (5 mins)
8. Action tracker	Review		
9. Review of LSB corporate risk register   <b>Paper (16) 73</b>	Discuss and agree	JP/JM	15.00 (10 mins)

	<b>**Break 10 mins**</b>			15.10 (10 mins)
10.	Chief Executive's progress report   <b>Paper (16) 74</b>	Note and comment	NB	15.20 (15 mins)
11.	Annual review of the LSB Health and Safety policy <b>Paper (16) 75</b>	Approve	EJ	15.35 (5 mins)
12.	Finance report for October 2016   <b>Paper (16) 76</b>	Note and comment		
13.	OLC: 2017/18 Budget Principles   <b>Paper (16) 77</b>  Steve Green (Office for Legal Complaints Chair), Kathryn Stone OBE (Chief Legal Ombudsman) and Rob Powell (Director of Corporate Services who joins on 31/10)	Discuss	OLC/JM/ JP	15.40 (20 mins)
14.	LSB response to the Tailored Reviews   <b>Paper (16) 78</b>	Discuss and agree	JM/JP	16.00 (10 mins)
15.	AOB • Brief on evening stakeholder event	Note	MP	16.10
	<b>CLOSE</b>			<b>16.10</b>

**Date and Time of Next Meeting:** 18 January 2017, 13:00-15:30 hrs.

**Venue:** Office of Rail and Road, One Kemble Street, London WC2B 4AN.