

Legal Services Board

Board meeting 2017: Board papers

Date: 23 November 2017
Time: 13:00 – 16:20

Venue: Bristol Law Society
Bradford House
12 Colston Avenue
Bristol
BS1 4ST

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LEGAL SERVICES BOARD

Agenda

Date: **23 November 2017** Time: **13.00**

Venue: Bristol Law Society, Bradford House, 12 Colston Avenue, Bristol, BS1 4ST

Member attendance:	Helen Phillips (Interim Chair), Terry Babbs, Jemima Coleman, David Eveleigh, Marina Gibbs, Jeremy Mayhew, Catharine Seddon, Michael Smyth, Neil Buckley
In attendance:	Julie Myers (Corporate Director), Caroline Wallace (Strategy Director), Nick Glockling (Legal Director), Edwin Josephs (Director of Finance and Services), Holly Perry (Corporate Governance Manager/Minutes)
Apologies:	
Attendance for agenda items:	Dawn Reid, Kate Webb (items 3 and 8), Steve Brooker (items 3, 5 and 6), Chris Nichols (item 5), Tom Peplow and Faye Alessandrello (item 7), and Nicola Noble (item 8)
External attendance:	Wanda Goldwag, Rob Powell and Kathryn Stone - Office for Legal Complaints (for item 3)
Observers:	Ian Wilson, Business Planning Associate

PRE-BOARD PRIVATE SESSION

Board members attendance only

Private session	13.00 45 mins
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Item	Action	Speaker	Timing
1. Welcome and apologies	Note	HP	13.45 5 mins
2. Declarations of interest relevant to the business of the Board			
3. OLC matters (i) Annual Report and Accounts 2016/17 (ii) Draft Business Plan and budget 2018/19 (iii) Discussion of 'what good looks like' Paper (17) 77	Note and approve	OLC	13:50 40 mins
Break 10 mins			14.30 10 mins
4. Chief Executive's update – November Paper (17) 78	Note and comment	NB	14.40 10 mins
5. Draft LSB strategy, business plan and budget Paper (17) 79	Approve	CW/CN	14.50 20 mins
6. Communicating market intelligence Paper (17) 80	Discuss	SB	15.10 10 mins
7. Revised regulatory performance assessment process Paper (17) 81	Discuss and agree	DR/TP/FA	15.20 20 mins
8. Revisions of LSB rules and enforcement policy Paper (17) 82	Approve	KW/NN	15:40 10 mins
9. LSB corporate risk register Paper (17) 83	Review	JM	15.50 10 mins
10. Minutes of the previous meeting 26 October 2017 <i>Approved by circulation</i>	Note	HP	16.00 5 mins
11. Action tracker	Review		
12. Finance Report to 31 October 2017 Paper (17) 84	Consider	EJ	16.05 5 mins

13.	Annual review of LSB Health and Safety policy Paper (17) 85	Approve	EJ	16:10 5 mins
14.	Reflections Forward look <i>Draft agenda for next board meeting attached</i>	Consider	NB	16.15 5 mins
15.	AOB		HP	
	CLOSE			16.20

Date and Time of Next Meeting: Wednesday 24 January 2018 at 14.00

Venue: CILEX Regulation, Kempston Manor, Kempston, Bedford, MK42 7AB

