

Legal Services Board

Board meeting 2018: Board papers

Date: 24 January 2018
Time: 14:00 – 17.00

Venue: CILEX Regulation
Kempston Manor
Kempston
Bedford
MK42 7AB

For more information contact:
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LEGAL SERVICES BOARD

Agenda

Date: 24 January 2018 **Time:** 14.00 **Venue:** CILEX Regulation

Member attendance:	Helen Phillips (Interim Chair), Terry Babbs, Jemima Coleman, David Eveleigh, Marina Gibbs, Jeremy Mayhew, Catharine Seddon, Michael Smyth, Neil Buckley
In attendance:	Caroline Wallace (Strategy Director), Nick Glockling (Legal Director), Edwin Josephs (Director of Finance and Services), Holly Perry (Corporate Governance Manager/Minutes)
Apologies:	None
Attendance for agenda items:	Kate Webb and Emma Kelly-Dempster (by telephone) for item 2, Rob Cross for item 6
External attendance:	None
Observers:	None

PRE-BOARD PRIVATE SESSION Board members attendance only	
Private session - <i>verbal</i>	14.00 30 mins

Item	Action	Speaker	Timing
BOARD PRIVATE SESSION			
1.	A private session of the Board was held from 14:00 to 15:45		
2.			
	Break 10 mins		15:45
BOARD MEETING			
3.	Welcome and apologies	Note	HP
4.	Declarations of interest relevant to the business of the Board		
5.	Chief Executive's progress report Paper (18) 03	Note and comment	NB
6.	Small business legal needs research Paper (18) 04	Note and comment	RC
7.	Review of the LSB Governance Manual Paper (18) 05	Approve	NB / HPe
8.	Q3 Performance report Paper (18) 06	Approve	EJ
9.	Minutes of the previous meeting 23 November 2017	Note	HP
10.	Action tracker	Review	
11.	Finance Report for December 2017 Paper (18) 07	Consider	EJ
12.	Reflections Forward look <i>Draft agenda for next board meeting attached</i>	Consider	NB
13.	AOB		HP
	CLOSE		17.00

Date and Time of Next Meeting: Wednesday 22 March 2018 at 14.00
Venue: LSB offices, One Kemble Street, London WC2B 4AN