Legal Services Board
Board meeting 2021: Agenda

Date:	**30 November 2021**
Time:	**10:30 – 14:30**

Venue:	**LSB offices**

For more information contact:
Ethan Fleming | Corporate Governance Manager

LEGAL SERVICES BOARD
DRAFT Agenda

Date: 30 November 2021 **Time**: 10:30 **Venue**: LSB offices (TBC)

Member attendance:	Helen Phillips (Chair), Catherine Brown, Jemima Coleman, Stephen Gowland, Ian Hamer, Gary Kildare, Flora Page, Catharine Seddon, Michael Smyth, Matthew Hill
In attendance:	Steve Brooker (Head, Policy Development and Research), Angela Latta (Head, Performance and Oversight), Stuart Hamill (Head, Finance and IT), Paul Nezandonyi (Head, Communications and Engagement), Holly Perry (Director, Enabling Services), Jenny Prior (Corporate Governance Manager), Chris Nichols (Director, Policy and Regulation), Danielle Viall (General Counsel) Ethan Fleming (Corporate Manager – minutes)
Apologies:	
Attendance for agenda items:	Aisling O'Connell (Regulatory Policy Manager) David Fowlis (Regulatory Policy Manager) Margie McCrone (Regulatory Policy Manager) Steve Violet (Regulatory Policy Manager)
External attendance:	OLC attendees (TBC)
Observers:	

PRIVATE SESSION **Board members attendance only**				
Catch-up and intelligence sharing				10:30 (30 mins)
Item		**Action**	**Speaker**	**Timing**
BOARD MEETING				
1.	Welcome and apologies	Note	Chair	11:00 (5 mins)
2.	Declarations of interest relevant to the business of the Board			
3.	Chief Executive's progress report **Paper (21) xx**	Note and comment	MH	11:05 (20 mins)
4.	LSB Draft Business Plan and budget 2022/23 **Paper (21) XX**	Approve	SB, SH, AOC	11:25 (20 mins)
5.	OLC draft budget 2022/23 and mid-year stocktake (reviewing progress on performance) **Paper (21) XX**	Approve	SB	11:45 (30 mins)
6.	Regulatory Framework review – options for formal consultation **Paper (21) XX**	Approve	AL, DF, MM	12:15 (20 mins)
Lunch break – 12:35 – 13:00				
7.	Ongoing Competence Policy Proposals – sign off for consultation	Approve	MM	13:00 (20 mins)

<table>
<tr><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td>8.</td><td>Review of Rules/Guidance for alterations to regulatory arrangements
Paper (21) XX</td><td>Approve</td><td>CN, SV</td><td>13:20
(10 mins)</td></tr>
<tr><td>9.</td><td>Risk Register
Paper (21) XX</td><td>Approve</td><td>JP</td><td>13:30
(10 mins)</td></tr>
<tr><td colspan="5">**By consent:**</td></tr>
<tr><td>10.</td><td>Finance Report to 31 October 2021
Paper (21) xx</td><td>Note</td><td rowspan="11">Chair</td><td rowspan="11">13:40
(15 mins)</td></tr>
<tr><td>11.</td><td>Board Effectiveness Action Plan</td><td>Note</td></tr>
<tr><td>12.</td><td>Corporate Governance Manual</td><td>Approve</td></tr>
<tr><td>13.</td><td>ARAC Report</td><td>Note</td></tr>
<tr><td>14.</td><td>Health and Safety Policy Review</td><td>Note</td></tr>
<tr><td>15.</td><td>Minutes of the previous meeting – 26 October 2021</td><td>Note</td></tr>
<tr><td>16.</td><td>Board action tracker</td><td>Approve</td></tr>
<tr><td>17.</td><td>Papers circulated out of committee since last meeting:
• Paper (21) xx – Quarterly Performance Report

Available on request</td><td>Note</td></tr>
<tr><td>18.</td><td>Forward look
Draft agenda for next Board meeting attached</td><td>Note</td></tr>
<tr><td>19.</td><td>AOB</td><td>Consider</td></tr>
<tr><td>20.</td><td>Wrap up and summary</td><td>Note</td></tr>
<tr><td colspan="5">**Close 13:55**</td></tr>
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Date and Time of Next Meeting: 25 January at 10:30
Venue: via Teams