

Carilyn Burman
CILEx Regulation



Copied to:
Russell-Cooke LLP

By email

8 February 2023

Dear Carilyn

Legal Services Board
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LSB investigation – Revised timetable

1. Following my letter of 11 October 2022 which set out the terms of engagement and scope of the investigation and subsequent communication, I am writing to now formally notify you of a revision to the timetable.
2. We noted that the timetable would be kept under review as the investigation progressed and may be altered or extended where appropriate. As a result of the later submission of representations and the need for a further information request, we require additional time to fully consider the additional information. The consequence of that is that we do not expect to be in a position to share our draft findings report with you until 1 March 2023. I have provided a revised timetable at the Annex – this updates the timetable Annexed to my letter of 11 October 2022 - for your information with the revised timings highlighted and completed actions greyed-out.
3. A revised operational plan with the revised timings is also annexed and will not be published. We draw your attention to Step 7 of that plan: CRL and CILEX will have a two week period to review and comment on the draft report before it is finalised.
4. Whilst we understand that it is in all parties' interests for the investigation to proceed in a timely manner, it is important to ensure that we have properly considered all the relevant information and documents provided.
5. I have written in similar terms to Linda Ford, CEO of CILEX. We will publish this letter on our website alongside previous correspondence.

Yours sincerely

A handwritten signature in blue ink, which appears to read 'Angela Latta', is positioned above the printed name.

Angela Latta
Head, Performance and Oversight

angela.latta@legalservicesboard.org.uk

Annex

Revised and updated investigation steps and timetable: as at 8 February 2022

Step 1	Pre-notification of investigation	4 October 2022
Step 2	Notice of investigation letter issued (including scope) and website publication	11 October 2022 Publication + 1 day
Step 3	LSB detailed review and analysis of information held	12 October – 4 November 2022
Step 4	Request any additional information from CILEX, CRL and third parties, if relevant, s55 LSA	7 November 2022
Step 5	Provision of additional information deadline	5 December 2022
Step 6	Analysis of information and preparation of findings/report	5 December – 31 January 2023
Step 7	Draft report/findings shared for fact-checking	1 February 2023 1 March 2023
Step 8	Final report/findings and publication	28 February 2023 – 1st week March 2023 31 March 2023 – April 2023