

Legal Services Board
Board meeting 2023: Agenda

Date: 12 September 2023
Time: 13:30 – 17:30

Venue: St David's Hotel, Cardiff

For more information contact:
Ethan Fleming | Corporate Governance Manager

LEGAL SERVICES BOARD

Agenda

Date: 12 September 2023 **Time:** 13:30 **Venue:** St David's, Cardiff

Member attendance:	Alan Kershaw (Chair), Kate Briscoe, Catherine Brown, Clare Brown, Stephen Gowland, Flora Page, Gary Kildare, Habib Motani, Catharine Seddon, Matthew Hill
In attendance:	Ethan Fleming (Corporate Governance Manager – Minutes) Stuart Hamill (Head, Finance and IT), Margie McCrone (Head, Strategy and Policy), Paul Nezandonyi (Head, Communications and Engagement), Richard Orpin (Director, Regulation and Policy), Holly Perry (Director, Enabling Services), Danielle Viall (General Counsel)
Apologies:	Angela Latta
Attendance for agenda items:	Sarah Chambers (LSCP Chair) Tom May, Tania Hardcastle
External attendance:	
Observers:	Natalie Donaldson

Item		Action	Speaker	Timing
STRATEGY SESSION				
1.	Purpose and key milestones	Note	MM	13:30 (10 mins)
2.	Research Data Digest	Discuss	TM	13:40 (20 mins)
3.	Environmental Drivers	Discuss	MM	14:00 (20 mins)
4.	Insights from LSCP	Discuss	SC	14:20 (20 mins)
Break – 14:40 – 14:50				
5.	Areas of focus for 2024/25 business plan	Discuss	TH	14:50 (45 mins)
6.	Refreshing the communications and engagement strategy	Discuss	PN	15:35 (20 mins)
7.	Budget for 2024/25: High level assumptions and scenarios	Discuss	SH	15:55 (15 mins)
8.	Reflections and close	Discuss	Chair	16:10 (5 mins)
Break – 16:15 – 16:35				
PRIVATE SESSION				
Board members attendance only				
Catch-up and intelligence sharing				16:35 (30 mins)
BOARD MEETING				
9.	Welcome and apologies	Note	Chair	17:05 (5 mins)
10.	Declarations of interest relevant to the business of the Board			

11.	Chief Executive's progress report Paper (23) XX	Discuss	MH	17:10 (20 mins)
By consent:				
12.	Finance Report to 31 August 2023 Paper (23) XX	Note	Chair	17:30 (10 mins)
13.	RNC Update	Note		
14.	Minutes of the previous meeting – 18 July 2023	Note		
15.	Board action tracker	Approve		
16.	Papers circulated out of committee since last meeting: <i>Available on request</i>	Note		
17.	Forward look <i>Draft agenda for next Board meeting attached</i>	Note		
18.	AOB	Discuss		
19.	Wrap up and summary	Note		
Close 17:40				

Date and Time of Next Meeting: 17 October 2023 at 10:30am
Venue: Teams