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.	Horizon Scanning and Data Digest	Discuss	RO/TM	13:40 (40 mins)
3.	Insights from the Legal Services Consumer Panel	Discuss	SC	14:20 (20 mins)
Break – 14:40 – 14:50				
4.	Areas of focus for 2024/25	Discuss	TH	14:50 (45 mins)
Break – 15:35 – 15:45				
5.	Budget for 2024/25: High level assumptions and scenarios	Discuss	SH	15:45 (10 mins)
6.	Refreshing the communications and engagement strategy	Discuss	PN	15:55 (20 mins)
7.	Reflections and close	Discuss	Chair	16:15 (10 mins)
Break – 16:25 – 16:35				
PRIVATE SESSION **Board members attendance only**				
Catch-up and intelligence sharing				16:35 (30 mins)
BOARD MEETING				
8.	Welcome and apologies	Note	Chair	17:05 (5 mins)
9.	Declarations of interest relevant to the business of the Board			

10.	Chief Executive's progress report **Paper (23) 51**	Agree	MH	17:10 (20 mins)
By consent:				
11.	RNC Update	Note	Chair	17:30 (10 mins)
12.	Finance Report to 31 August 2023 **Paper (23) 52**			
13.	Minutes of the previous meeting – 18 July 2023	Note		
14.	Board action tracker	Note		
15.	Papers circulated out of committee since last meeting: • Paper (23) 48 Appointment of SID • Paper (23) 49 2023-24 Q1 Performance report • Paper (23) 50 Finance report to 31 July 2023 *Available on request*	Approve		
16.	Forward look *Draft agenda for next Board meeting attached*	Note		
17.	AOB	Note		
18.	Reflections, Wrap up, summary and plan for 13 September 2023	Note		

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