LEGAL SERVICES BOARD

Legal Services Board
Board meeting 2023: Agenda

Date: **28 November 2023**
Time: **10:30 – 14:30**

Venue: **LSB offices**

For more information contact:
Ethan Fleming | Corporate Governance Manager

LEGAL SERVICES BOARD
Agenda

Date: 28 November 2023 **Time**: 10:30 **Venue**: LSB offices

Member attendance:	Alan Kershaw (Chair), Kate Briscoe, Catherine Brown, Clare Brown, Gary Kildare, Habib Motani, Lizzie Peers, Flora Page, Matthew Hill
In attendance:	Ethan Fleming (Corporate Governance Manager – Minutes) Stuart Hamill (Head, Finance and IT), Angela Latta (Head, Performance and Oversight), 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:	
Attendance for agenda items:	Tania Hardcastle
External attendance:	Dan Neidle, Elisabeth Davies (Chair – OLC), Paul McFadden (Chief Ombudsman – OLC)
Observers:	Rob Morrison

Item		Action	Speaker	Timing
Board Speaker Session: Professional Ethics – Dan Neidle				10:30 (60 mins)
PRIVATE SESSION **Board members attendance only**				
Catch-up and intelligence sharing				11:30 (30 mins)
Break – 12:00 – 12:30				
BOARD MEETING				
1.	Welcome and apologies	Note	Chair	12:30 (5 mins)
2.	Declarations of interest relevant to the business of the Board			
3.	Chief Executive's progress report **Paper (23) 64**	Discuss	MH	12:35 (20 mins)
4.	LSB Draft Business Plan and budget 2024/25 **Paper (23) 65**	Agree	MM, TH, SH	12:55 (20 mins)
5.	OLC draft budget 2024/25 and mid-year stocktake (reviewing progress on performance) **Paper (23) 66**	Discuss	OLC	13:15 (45 mins)
6.	Corporate Risk Register **Paper (23) 67**	Agree	EF	14:00 (15 mins)
7.	Corporate Governance Manual **Paper (23) 68**	Agree	EF	14:15 (10 mins)

8.	ARAC Update	Note	Chair of ARAC	14:25 (5 mins)
By consent:				
9.	Minutes of the previous meeting – 17 October 2023	Note	Chair	14:30 (10 mins)
10.	Finance Report to 31 October 2023 **Paper (23) 69**	Note		
11.	Board action tracker	Approve		
12.	Papers circulated out of committee since last meeting: • Paper (23) 60 - Appointment of Internal Auditors • Paper (23) 61 – Q2 Performance Report • Paper (23) 62 – Appointment of OLC Member • Paper (23) 63 – Appointment of LSCP Chair	Note		
13.	Forward look *Draft agenda for next Board meeting attached*	Note		
14.	AOB	Discuss		
15.	Wrap up and summary	Note		
Close 14:40				

Date and Time of Next Meeting: 23 January 2023 at 10:30
Venue: MS Teams