Legal Services Board
Board meeting 2024: Agenda

Date: **26 March 2024**
Time: **10:30 – 14:30**

Venue: **LSB Offices**

For more information contact:
Ethan Fleming | Corporate Governance Manager

LEGAL SERVICES BOARD
Agenda

Date: 26 March 2024 **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, Meena Sankar (Board Apprentice), 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:	Clare Brown, Tom May
External attendance:	Elisabeth Davies (OLC Chair), Paul McFadden (OLC Chief Ombudsman), Sarah Chambers (LSCP Chair)
Observers:	

Item		**Action**	**Speaker**	**Timing**
PRIVATE SESSION **Board members attendance only**				
Catch-up and intelligence sharing				10:30 (45 mins)
BOARD MEETING				
1.	Welcome and apologies	Note	Chair	11:15 (5 mins)
2.	Declarations of interest relevant to the business of the Board			
3.	Chief Executive's progress report **Paper (24) XX**	Discuss	MH	11:20 (25 mins)
4.	Final LSB Business Plan and Budget 2024/25 **Paper (24) XX**	Agree	TH/SH	11:45 (20 mins)
5.	First Tier Complaints – Statement of Policy **Paper (24) XX**	Agree	CB	12:05 (20 mins)
Break – 12:25 – 12:55				
6.	OLC Budget Application 2024/25 **Paper (24) XX**	Agree	OLC	12:55 (20 mins)
7.	LSCP Workplan **Paper (24) XX**	Endorse	SC	13:15 (20 mins)
8.	Research Data Digest **Paper (24) XX**	Discuss	TM	13:35 (20 mins)

9.	ARAC Update • Oral Report of the meeting of the 8 March • ARAC Annual Report - **Paper (24) XX**	Agree	ARAC Chair	13:55 (5 mins)
10.	RNC Update • Report of the meeting of the 1 February (minutes previously circulated) • RNC Annual Report - **Paper (24) XX**	Agree	RNC Chair	14:00 (5 mins)
By consent:				
11.	Minutes of the previous meeting – 28 November 2023	Note	Chair	14:05 (10 mins)
12.	Finance Report to 29 February 2024 **Paper (24) XX**	Note		
13.	Board action tracker	Note		
14.	Health and Safety Policy **Paper (24) XX**	Agree		
15.	Papers circulated out of committee since last meeting: *Available on request*	Note		
16.	Forward look *Draft agenda for next Board meeting attached*	Note		
17.	AOB	Discuss		
18.	Wrap up and summary	Note		
PRIVATE SESSION **Board members attendance only**				
19.	SID-led discussion with Board on Chair's performance	Discuss	SID	14:15 (20 mins)
Close 14:35				

Date and Time of Next Meeting: 30 April 2024 at 10:30
Venue: Virtual