

Legal Services Board

Board meeting 29 November 2018: Board papers

Date: 29 November 2018
Time: 12:30 – 16:00

Venue: One Canal Parade, Dumballs Road, Cardiff, CF10 5BF

For more information contact:
Steph North | Corporate Governance Manager

LEGAL SERVICES BOARD

Agenda

Date: 29 November 2018 **Time:** 12:30 **Venue:** One Canal Parade

A sandwich lunch will be served 12:30 – 13:00

Outbound train: 09:45 London Paddington arrives Cardiff Central at 11:46

Member attendance:	Helen Phillips (chairing), Terry Babbs, Jemima Coleman, David Eveleigh (joining by phone), Jeremy Mayhew, Catharine Seddon, Michael Smyth, Neil Buckley
In attendance:	Caroline Wallace (Strategy Director), Chris Nichols (Interim Policy Director), Danielle Viall (Senior Legal Adviser), Holly Perry (Head of Corporate Services), Steph North, Corporate Governance Manager (Minutes)
Apologies:	Marina Gibbs
Attendance for agenda items:	Tom Peplow (from items 4), Steve Brooker (from item 8)
External attendance:	Counsel General, item 17
Observers:	None

PRIVATE SESSION	
	12:30

Item	Action	Speaker	Timing	
BOARD MEETING				
1.	Welcome and apologies	Note	HP	13:05 (5 mins)
2.	Declarations of interest relevant to the business of the Board			
3.	Chief Executive's progress report Paper (18) 59	Note and comment	NB	13:10 (10 mins)
4.	Regulatory Performance – current status and next steps Paper (18) 60	Review	TP	13:20 (20 mins)
5.	Enforcement Review – proposed next steps Paper (18) 61	Discuss	TP	13:40 (20 mins)
6.	Finance report for October 2018 Paper (18) 62	Review	RS	14:00 (5 mins)
7.	LSB corporate risk register Paper (18) 63	Review	HP	14:05 (15 mins)
8.	Draft LSB business plan and budget 2019/20 Paper (18) 64	Approve	CW/SB/RS	14:20 (20 mins)
9.	Mayson Review Paper (18) 65	Review	CW/ SB	14:40 (10 mins)
TEA BREAK 14:50 – 14:55				
10.	OLC draft budget principles Paper (18) 66	Discuss	SB	14:55 (15 mins)

11.	Minutes of 24 October 2018 meeting To include <i>Looking to the Future</i> application	Approve	HP	15:10 (5 mins)
12.	Board action tracker	Review	HP	-
13.	Annual Review of LSB Governance Manual Paper (18) 57 <i>Previously circulated on 7 November – copy available on request</i>	Approve	HPe / SN	-
14.	Annual review of LSB Health and Safety policy Paper (18) 58 <i>Previously circulated on 7 November – copy available on request</i>	Approve	HPe	-
15.	Reflections Forward look <i>Draft agenda for next Board Meeting</i>	Consider	All	-
16.	AOB		All	-
17.	Speaker presentation – Counsel General	Note	Counsel General	15:15 (45 mins)
CLOSE 16:00				

Date and Time of Next Meeting: 23 January 2019 at 12:00 – 16:00

Venue: LSB offices, One Kemble Street