

Legal Services Board

Board meeting 2020: Board papers

Date: 20 October 2020

Time: 10:30 – 15:00

Venue: Meeting by video conference

For more information contact:

Steph North | Corporate Governance Manager

LEGAL SERVICES BOARD
Agenda

Date: 20 October 2020 **Time:** 10:30 **Venue:** By telephone

| | |
|-------------------------------------|---|
| Member attendance: | Helen Phillips (Chair), Catherine Brown, Jemima Coleman, Marina Gibbs, Stephen Gowland, Ian Hamer, Flora Page, Catharine Seddon, Michael Smyth, Matthew Hill |
| In attendance: | Steve Brooker (Head, Policy Development and Research), Stuart Hamill (Head, Finance and IT), Angela Latta (Head, Performance and Oversight), Paul Nezandonyi (Head, Communications and Engagement), Steph North, (Corporate Governance Manager - minutes), Chris Nichols (Director, Policy and Regulation), Toakase Tonga (interim General Counsel), Danielle Viall (General Counsel) |
| Apologies: | Holly Perry (Director, Enabling Services) (jury service) |
| Attendance for agenda items: | Vibeke Bjornfors (item 9), Carla Duval (item 4), Margie McCrone (item 5), Aisling O'Connell (strategy session), Craig Wakeford (item 6) |
| External attendance: | None |
| Observers: | Rachael Goldwater |

| PRIVATE SESSION | | | | |
|--|--|---------------------|--------|--------------------|
| Board members attendance only | | | | |
| Catch-up and intelligence sharing | | | | 10:30 (30 mins) |
| STRATEGY SESSION | | | | |
| Strategy development: draft narrative volume, draft strategy and business plan | | | | 11:00 (60 mins) |
| Break 12.00 – 12:30 | | | | |
| Item | Action | Speaker | Timing | |
| 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 (20) 46 | Note | MH | 12:35 (15 mins) |
| 4. | SQE application Paper (20) 47 | Consider and decide | CN | 12:50 (45 mins) |
| Break 13:35 – 14:00 | | | | |
| 5. | Ongoing competence Paper (20) 48 | Note and comment | MM | 14:00 (20 mins) |
| 6. | Equality and diversity update Paper (20) 49 | Note | AL | 14:25 (15 mins) |

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|--------------------|---|----------|---------------|--------------------|
| 7. | Update from 7 October ARAC meeting | Note | ARAC Chair | 14:40 (5 mins) |
| By consent: | | | | |
| 8. | Covid-19 sector response Paper (20) 50 | Note | Chair | 14:45 (10 mins) |
| 9. | Finance Report to 30 September 2020 Paper (20) 51 | Note | | |
| 10. | SDT budget 2021/22 Paper (20) 52 | | | |
| 11. | Minutes of the previous meeting – 15 September 2020 | Approve | | |
| 12. | Board action tracker | Note | | |
| 13. | Forward look <i>Draft agenda for next Board meeting attached</i> | Consider | | |
| 14. | Reflections | Note | | |
| 15. | AOB | Consider | | |
| Close | | | | |

Date and Time of Next Meeting: 2 December 2020 at 10:30

Venue: by telephone