

Minutes of the ACL Council Meeting
held on 9 July 2019
via conference call



Council members present: Claire Green (Chairman) (CG), David Bailey-Vella (DBV), Paul Bracewell (PB), David Cooper (DC), Adam Grant (AG), Francis Kendall, Vice-Chairman (FK), Jack Ridgway (JR)

Also present: Kirsty Allison (KA), Head of Education
Diane Pattenden (DP), Head of Operations

The meeting started at 2pm

Item	
1	Welcome and apologies
	CG welcomed all to the meeting.
2	Minutes of the council meeting held on 6 June 2019
2.1	The draft minutes of the council meeting held on 6 June were agreed as being accurate. DP/DC will agree redactions of any sensitive information prior to publishing on the website. It was agreed that publishing the full content of the meetings was not always appropriate as it could give rise to publication of confidential and/or data protected material.
3	Actions following the council meeting held on 6 June 2019
3.1	Council members worked through the actions arising from the previous council meeting.
3.2	CG/FK met recently with NR and KJ to discuss the roundtable in October. The date and venue is to be confirmed.
3.3	It was agreed by all council members to hold a conference/seminar in Manchester in November, followed by an open forum for members. Certificates will be presented to newly qualified students at the seminar.
3.4	DC reported that he had started researching the feasibility of setting up an affiliate organisation, that it was feasible in principal but may require a separate constitution and governance. CG said that the development of any affiliate organisation was dependant on a number of things. The item was carried forward.
3.5	KA will circulate a copy of MC's paper referred to in item 11 of the actions.
4	Chairman's report
4.1	CG reported on a meeting with the CLSB on 7 June, at which the CLSB confirmed that they were open to the suggestion of an intake of students on the current course, subject to a satisfactory level of intake.
4.2	CG went on to report on a meeting between herself, FK and the LSB on 26 June. Notes from the meeting were circulated to council members prior to the council meeting.
4.3	CG then reported on a recent telephone conversation with the new CEO of the CLSB, adding that it was productive and created hope for an enhanced relationship with the CLSB.
4.4	Discussion took place regarding the <i>Costs Lawyer</i> only being available digitally from the next issue. Members have been made aware of this and comments invited. DP confirmed

	that no comments had been received.
4.5	CG asked for an update on the Electronic Bill webinar PB advised that he had not had contact from the working party committee. KA confirmed that she also had not received any information and asked for clarification of the long term aim. CG confirmed that the ultimate aim was to enable it to be used by the Judicial College as part of their training. KA asked if a London base was essential. CG felt that it was. KA will organise a meeting with PB and the working party.
4.6	Prior to the council meeting two emails received by CG from members were circulated. These were discussed and it was agreed that CG would respond to both.
4.7	CG said that it had been brought to her attention that there had not been any posts on the ACL twitter account for several months. It was agreed that DC/KA would work together and take over responsibility for the twitter account.
5	Education Update
5.1	DBV/KA provided a report to council members prior to the meeting. KA took council members through the projections and on her views regarding viability. KA was very clear that the course, if only approved to be run for a 2019 intake, was not viable. If running the course was not restricted to one year, KA advised that viability was possible. Full discussion took place.
5.2	FK asked KA to summarise in a document, the scenarios that would have to exist for the course to be viable. FK suggested that one of the key barriers to course viability was the discounts to exemptions that are now set within the rules. KA added that offering discounts for exemptions made things administratively complex.
5.3	It was agreed that communication with the CLSB should continue to be through CG/FK.
5.4	KA confirmed the information that she needed by the CLSB in order to continue with her investigations into viability. CG will write to the CLSB accordingly.
5.5	DBV gave his apologies for having to leave the meeting at this point.
6	Operations Report
6.1	DP reported on the current balance on investment and in the bank accounts. It was agreed that a request for funds could be made at the point at which they are needed.
6.2	DP asked for views from council on having a section of the website available for companies to advertise, for a fee. Council thought it a good idea in principle. DP will consider the costs and potential revenue.
6.3	A brief discussion took place on the London 2020 conference. DP will email council members a copy of the summary of the 2019 evaluation sheets. CG suggested that the same format as 2019 was maintained. Council members were largely happy with the venue for 2019. DC suggested that the Institute of Technology may be worth considering – subject to cost. DP will consider potential venues for a conference in June 2020.
10	Date of next council meeting
	The next council meeting will be held in London at 2pm on 16 August.
11	Any other business
11.1	AG updated council members following a conference call with CG and Professor Mayson from UCL.
11.2	KA has received a request from a Costs Lawyer member asking if council would share a guidance booklet with members. Following discussion council felt that it would not be appropriate to publish or distribute individual publications. It was agreed that KA would respond accordingly.

There being no further business the meeting ended at 4pm