

Minutes of the
 ACL Council Meeting
 held on 11 February 2019



at the office of Weightmans, Fenchurch Street, London

Council members present: Iain Stark, Chairman (IS), David Bailey-Vella (DBV), Paul Bracewell (PB) David Cooper (DC), Francis Kendall, Vice Chairman (FK) , Adam Grant (AG), Claire Green, Chair Elect (CG),

Attending by conference call: Diane Pattenden (DP), Head of Operations

The meeting started at 12.45pm

Item	
1	Welcome and apologies
	IS welcomed all council members to the meeting.
2	Minutes of the council meeting held on 26 October 2018
2.1	The minutes of the council meeting held on 26 October were agreed for publication on the website.
2.2	A short council meeting was held on 22 November and AG will provide minutes for the meeting, to be agreed at the March council meeting.
3	Actions following the council meeting held on 26 October 2018
3.1	A revised action list was agreed.
4	Report on the meeting with the LSB held on 15 January 2019
4.1	IS/CG reported on the recent meeting with the LSB, which they agreed had been very constructive. They advised that the LSB has given a clear indication that they are prepared to look at all available options regarding the regulation of costs lawyers. The LSB is due to meet with the CLSB in February and it is anticipated that this will be followed with a meeting with ACL in March. IS said that if the LSB deems that the CLSB is not fit for purpose it would be down to the ACL, with the appropriate legal advice, to determine the route forward. IS felt that there would be a strong indication of whether this was the case, in March. He went on to say that under S.51 of the Act the fee collected by the Regulator can incorporate an element of representation.
4.2	IS spoke briefly about recent CILEx cross qualification issues and it was agreed that ACL would not respond further. Is suggested that the council kept a 'watching brief'. All agreed.
4.3	IS suggested that communication between the LSB and the ACL should be channelled through AG and DP. DP will inform the LSB of this. DP will also ask that the LSB updates ACL on the discussion of the meeting with the CLSB and any points arising .

5	Operations Report
5.1	Feedback from the London Annual Conference was good. 35.5% rated the event as excellent, 54.5% as good, 9% average and 1% as adequate; this is in line with feedback received in previous years. There were some comments regarding the seating arrangements and these will be taken into account, along with all other comments when finalising arrangements for the 2019 event. Planning for the 2019 conference is underway.
5.2	At 6 January of the 628 invoiced, 513 costs lawyers had paid their 2019 subscription.
5.3	At 6 January 664 costs lawyers held a practising, compared to in the region of 722 at the end of 2018. Eleven members took up the offer of paying monthly.
5.4	At 5 February the combined ACL/ACLT bank accounts were £161,977 in credit. Management accounts for 2018, together with projections for 2019 were circulated prior to the meeting. A discussion took place on the projections and their likely impact on revenue.
5.5	DP reported on a recent administrative error resulting in an e-bulletin being sent to a lapsed member who had requested that all his data was removed from ACL's files. The relevant compliance officer has been involved in the issue and has concluded that there is not any requirement to report the matter to the ICO. An explanation and apology has been issued to the lapsed member.
5.6	Prior to the meeting DP circulated a number of questions raised by a member (SN) on the 2017 accounts, together with a suggested response. The response was agreed and DP will reply accordingly.
6	Update on ACL Training/Education
6.1	DBV reported that he had met recently with KA and agreed that her job title would need to change (he suggested to Learning and Development Officer). KA has agreed in principle with the changes and DBV will write to her to confirm the details.
6.2	DVB/KA have agreed that KA will deliver 2 days of training in Manchester and 2 days in London covering areas such as Advocacy, Part 36, e-Disclosure, Case Law Update, the Electronic Bill, CPR and Budgeting. Seminars will be limited to 10 – 20 depending on the format of the workshop/seminar. It was agreed that the content should be signed off by a council member. DP/KA will organise a poll on the website to establish if there is interest for the seminars.
6.3	DBV advised that KA has been helping to assign the outstanding subjects of decision to the case directory. DP advised that no new cases have been added to the directory since November. All agreed that KA should be asked to assist.
6.4	CG said that KA had some concerns regarding the accuracy of some of the comments on the CLSB's application to the LSB for the CLCA and read from an email outlining the concerns. Council discussed whether the issues should be taken up with the CLSB or LSB but agreed not to progress the matter.
6.5	Council agreed that KA would be invited to attend the next council meeting.
6.6	DBV asked council on KA's behalf if she could respond to the current CILEx consultation. Council agreed.
7	PR Update
7.1	FK stated that there was nothing of significance to report but reminded council members to ensure that they checked the schedule for submitting articles to Black Letter.
8	Open Forum
8.1	IS suggested that the Open Forum should take place in November rather than in May as previously agreed. It was agreed that it should be held in a hotel with the opportunity for networking drinks after the forum. In order to keep the cost to a minimum it was

	suggested that a seminar could be held prior to the Forum. As the Annual Conference was being held in London, it was agreed to hold the Forum in Manchester in November.
9	Regional Group Meetings
9.1	CG and FK reported that the regional meetings held in London and Manchester in January were well received. The number of attendees was lower than expected but this could have been due to the poor weather conditions. 31 people had booked to attend the London meeting yet only 19 attended.
9.2	It was agreed to hold regional group meetings in May in Manchester, London and Liverpool. AG agreed to facilitate the meeting in Liverpool.
10	Date of the next council meeting
	The next council meeting will be held on 29 March 2019 at 2pm
11	Any other business
	It was agreed that a post should be put on the forum to state that if any member wishes to address an issue with the ACL council, the forum is not the place to do so. Any questions to council should be sent via enquiries@costslawyer.co.uk or direct to council members.
	There being no further business the meeting ended at 2.40pm