

Minutes of the ACL Council Meeting
held on 6 March 2020
 by Conference Call



Council members present: Claire Green , Chairman (CG), Stephen Averill (SA),
 Derek Boyd (DB), David Cooper (DC), Jack Ridgway (JR)
 Adam Grant (AC), Natalie Swales (NS), Paul Bracewell (PB)

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. Apologies were received from Francis Kendall (FK)
2	Minutes of the council meeting held on 17 January 2020
	The minutes of the meeting held on 17 January 2020 were agreed as being an accurate account of the meeting and were approved for publication.
3	Actions arising from the council meeting held on 14 November 2019
	Actions arising were discussed and updated.
4	Questions arising at the ACL Open Forum in November 2019
	This item was carried forward to the next meeting.
5	CLSB Consultation on proposed changes to the practising rules
5.1	AG said that that there was nothing controversial in the consultation. He is currently preparing a briefing note and will prepare the response in time for submission by 29 March.
5.2	CG suggested putting a note on the next e-bulletin to remind members to respond. DP to contact NR.
6	Legal Aid Group Seminar
	Discussion took place regarding the cancellation of the ACL LAG Seminar scheduled for 2 March and the circumstances that led to the cancellation.
7	Guideline Hourly Rates
7.1	CG informed council members that ACL has been asked to provide a representative to sit on the GHR working party.
7.2	JR referred to an email he had circulated recently to council members regarding the categorisation of rates. JR said the grading on the Law Society website was not in line with Dyson’s recommendation. DC was asked to investigate this and report back to council.

8	CLSB
	DP highlighted that the information on the CLSB website regarding CPD Providers should be reviewed. KA advised that the accreditation rules will be changed in the next few weeks and the page will be updated.
9	Education Report
9.1	DB referred to a briefing note circulated prior to the council meeting and KA took members through the paper.
9.2	KA advised that the Education Executive has a CPD Plan and gave an outline of the plan. It was agreed that it should be made clear to delegates booking onto ACL seminars and events that if an event is cancelled by ACL for any reason, whilst the event costs would be refundable, other costs incurred by the delegate would not be. DP said that this has always formed part of the terms and conditions, which have been on the website for a number of years. KA said that she was able to run some seminars/workshops online if necessary. Council agreed that this was a practical and workable suggestion. KA said that it was comfortable to run a webinar with up to 6 delegates.
9.3	Discussion took place regarding the name of those who had been approached to join the Executive. KA reported on progress with setting up the ACLT Executive. Discussion took place regarding the structure of the Executive and CG and suggested that the details proposed for the ACL Executive should be provided to KW.
9.4	KA briefed council members on a recent meeting with the IFLM, details of which had been provided prior to the meeting. All agreed that it was in the interests of the membership to pursue the suggestions in KA's paper. KA to speak direct with IFLM regarding educational aspects and will provide contact details to FK/DP.
10	Policy Report
10.1	AG referred to the draft ACL/CLSB MOU and Operational protocol previously sent to council members and said that there was nothing that was controversial or anything ACL could object to. AG/KW will liaise with the LSB regarding compliance.
11	Operations Report
11.1	DP advised that the programme for the London Conference on 26 June was close to being finalised. It was agreed that the rates agreed for the 2019 event will be held for 2020.
11.2	DP informed council that all members were now eligible for a TOTUM Pro card and that an agreement would be signed with TOTUM in the following few days. Once the agreement has been signed members will be advised via an article in the Costs Lawyer Journal.
12	Date of next council meeting
	The next council meeting will be held at 1pm on 17 April. Whether this will be face to face or by conference call will be decided closer to the date.
13	Any other business
	There being no further business the meeting ended at 3.40pm