

**Minutes of the ACL Council Meeting
held on 09 August 2022**
via Teams call



Council members present: **Jack Ridgway (JR)**, Stephen Averill (SA), David Bailey-Vella (DBV), Ian Curtis-Nye (ICN), Laura Rees (LR), Victoria Morrison-Hughes (VMH), Julian Caddick (JC).

Also present: Carol Calver (CC)

The meeting started at 10:00

Item	
1	Welcome and apologies Apologies were received from Kris Kilsby
2	Minutes of the council meeting held on 24 May & 30 June 2022 It was unanimously agreed that the draft minutes of 24 May were an accurate reflection of the meeting. It was agreed that items 7.2 to 7.4 and 9.7 to 9.9 should be redacted before publishing on the website It was unanimously agreed that the draft minutes of 30 June were an accurate reflection of the meeting. It was agreed that Item 6.1, 9.2, 9.3, 11.1 and 11.2 should be partially redacted before publishing on the website
3	Actions arising from the council meeting held on 30 June 2022 Actions were reviewed and updated
4	Finance Committee Report
4.1	SA reported that a review of the Business Plan against Q2 Management Accounts is set for later in August with Operations
4.2 – 4.3	<i>Items 4.2 and 4.3 are confidential and have been redacted</i>
5	Operations Report
5.1	CC provided a review of the Manchester Conference, confirming numbers, feedback from delegates and final budget analysis
5.2	CC provided an initial update on London Conference - Council discussed potential dates and venues. Council discussed potential speakers at length – recommendations agreed
5.3	CC requested council permission to make selected changes to IT to ensure better access and economy – Council agreed with proviso of full analysis to be completed before major changes with consideration to CRM system – LR recommended Smart Impact
5.4	Discussion on future council meetings being either in person or virtual. JR proposed schedule of 4 in person per year (2 x conference, 1 x business plan) and remaining 8 virtual. Central-ish location of Birmingham agreed – JC may be able to assist in meeting point as holds regional office there.
6	Education Committee Report
6.1	Action Points discussed with JR confirming that the qualification should continue to be linked to ACL membership <i>redacted due to confidentiality</i> students should continue to receive a discount for events/conferences <i>redacted due to confidentiality</i> .

6.2	LR reported that ACLT are considering outsourcing further areas to LawCab and Hook Tangaza to bridge shortfall in capacity with KA resignation and appointment of replacement. <i>Item redacted due to confidentiality</i>
6.3	Hook Tangaza may provide an interim solution of providing a Programme/Course Manager. LR confirmed a 2023 Business Plan is being prepared for review by Council.
7	PR & Marketing Report
7.1	Council discussed format, questions and schedule for Members Survey
7.2	Separate member enquiry on charging structures/types of work deferred until Spring 23 or 2023 Business Plan
8	Policy Committee Report
8.1	MOU has been agreed and signed off with CLSB
8.2	Handbook and policies has been shared with Council for review and comment by 19/08
8.3	Terms of appointment and data collection form – no comments from Council - Risk register has been drafted to incorporate data from ToR – review and comment by 19/08 Terms of Reference – Council to add/comment on draft by 19/08
8.4	CJC consultation questions and plan of action – no further comments from Council
8.5	Plan attached to email of 08/08/22 CLSB consultation – agreed extension from 23/09 to 07/10
8.6	Meeting with Access to Justice – just received a record £130K pro bono cost award
8.7	- ATLEU v Secretary of State for Justice [2022] - Meeting with Advocate and Law Works on how referrals would work prior to getting out comms Meetings with LSB and CLSB in September as well as meeting with LSB CEO and chair No progress currently made on constitution - JR advised this is acceptable given current priorities
9	Chairman's Report
9.1	Sub-Committees to remain as is, LR to focus on Education, JR to assist in PR-AM short term
9.2	Recruitment of new Council Members – 1 x September, 1 x November
10	Any other business
	Interest in running Northern regional meeting – Operations to assist
11	Date of next meeting
11.1	Next meeting scheduled for AM Tuesday September 20 th There being no further business the meeting ended at 12:40pm