

**Minutes of the ACL Council Meeting  
held on 24 May 2022**  
by Conference Call



Council members present: **Jack Ridgway (JR)**, Stephen Averill (SA)  
Kris Kilsby (KK), Ian Curtis-Nye (ICN)  
Julian Caddick (JC), Victoria Morrison-Hughes (VMH)

Also present: Jo George (JG)

The meeting started at 1pm

Item	
1	Welcome and apologies
1.1	Apologies were received from DBV, SD and LR.
1.2	JR welcomed JC and the council members introduced themselves.
2	Minutes of the council meetings held on 12 April and 20 April 2022
2.1	It was unanimously agreed that the draft minutes of 12 April were an accurate reflection of the meeting. It was agreed that items 8.3 to 8.14 should be redacted before publishing on the website.
2.2	It was unanimously agreed that the draft minutes of 20 April were an accurate reflection of the meeting. It was agreed that items 1 and 2.4 should be redacted before publishing on the website.
3	Actions arising from the council meeting held on 12 April 2022
3.1	Actions were reviewed and updated.
3.2	Following a question raised by VMH, JR agreed that 2 free delegate passes would be offered to ACLT directors for the Manchester and future conferences. VMH to confirm.
4	Policy Committee report
4.1	The policy documents circulated by ICN ahead of the meeting were discussed. The LSB – ACL relationship management meeting minutes were circulated.
4.2	Skills Audit April 22 highlighted some areas for improvement as a Board. There were key areas where the Board could benefit from additional skills.
4.3	Once finalised, the Directors Declaration will be completed by all Council members. ICN confirmed this will be reviewed on a yearly basis.
4.4	Access to Justice Foundation looking for support from ACL for pro bono costs recovery on a not for profit basis. ICN to progress.
4.5	JR to respond to ICN re Handbook. To be approved by Council by 6 June 2022 if possible.
4.6	KK reported that he was very busy with consultations. Good response was received from the COP-E Consultation. KK to consider whether to publish COP-E consultation on the website due to it being a closed consultation. CPRC Consultation survey to go out next week. Consultation closes 20 June
5	PR and Marketing Committee report
	There was no report discussed due to the absence of DVB and LR.
6	Education report
	The reports circulated by VMH ahead of the meeting were discussed.
6.1	Overall conclusions from the New Course Survey were: <ul style="list-style-type: none"> <li>• If the qualification course was made shorter it needed to be made clear that this did not mean the</li> </ul>

	<p>course was easy so as to protect the integrity of those who had already completed the course.</p> <ul style="list-style-type: none"> <li>• The course needed to retain the same number of learning hours.</li> <li>• The course was good value for money.</li> <li>• No firm conclusion regarding exemptions for work based learning.</li> </ul>
6.2	<p>VMH reported on the Roundtable Outcome Report.</p> <p>There was a mixed understanding on the transition from ACLT to ACL. VMH suggested that a discount could be offered to newly qualified costs lawyers for membership or some additional training</p> <p>ICN commented that numbers were a challenge for holding networking events.</p> <p>VMH suggested that ACL confirm to ACLT that it supports the transition.</p> <p>Regional Meetings may be a good way forward.</p> <p>VMH suggested training on the CPD requirements and working with the CLSB regarding the regulatory requirements.</p>
6.3	<p>It was discussed whether newly qualified costs lawyers should be offered a discount on ACL membership. This was referred to the Finance committee for consideration.</p>
6.4	<p>It was discussed whether the course was value for money for those students with legal qualifications compared to other legal qualifications and the lack of awareness of the profession.</p>
6.5	<p>VMH suggested that if a 'Diary of a Costs Lawyer' was published it could promote the many areas of work that knowledge is required in the profession.</p>
6.6	<p>JR suggested that the following needs to be addressed for 2023:</p> <ol style="list-style-type: none"> <li>1. Why become an ACL member?</li> <li>2. Why employers should employ costs lawyers</li> <li>3. Why members of the public should appoint costs lawyers</li> </ol> <p>It was agreed that good PR and marketing surrounding Costs Lawyers was needed.</p>
6.7	<p>VMH commented that working with the Access to Justice Foundation will also help promote the profession/ACL.</p>
<b>7</b>	<b>Finance Report</b>
7.1	SA reported on investments and acknowledged that the market is very volatile at the moment.
7.2 - 7.4	<i>Items 7.2 - 7.4 are confidential and have been redacted.</i>
<b>8</b>	<b>Chairman's Report</b>
8.1	DP's replacement Carol Calver will be starting on 6 June.
8.2	JR attended the CJC Working Group on Costs first meeting was on 16 June. Awaiting draft report. Paul Seddon also attended on behalf of the ACL LAG.
8.3	ICN proposed that JC was formally appointed as a council member. JR seconded the proposal. It was unanimously agreed.
<b>9</b>	<b>Operation's Report</b>
9.1	JG provided an update on progress for the Manchester Conference on 1 July.
9.2	JR confirmed the gifts to speakers and thank you emails will be sent by the office.
9.3	JG to speak to DVB & LR re photographer
9.4	VMH & JC agreed to be roving mics at the Q&A session at the conference
9.5	SA will host the Q & A panel
9.6	JG is working with Hook Tangaza (HT) to ensure a smooth handover of ACLT and HT will be taking over from 1 June
	JG confirmed that there is a data sharing agreement in place between ACLT and HT
9.7- 9.9	<i>Items 9.7 – 9.9 are confidential and have been redacted.</i>

10	<b>Any other business</b>
10.1	JR suggested that JC assist Policy and then move to PRAM by mid-July so LR can concentrate solely on Education.
10.2	Council expressed their thanks to Adam Grant for his time on council.
10.3	DP thanked the council for their gifts.
10.4	JR gave special thanks to DP for all her help in supporting council There being no further business the meeting ended at 3pm
11	<b>Date of next meeting</b>
	The next council meeting will be 30 June 2022. Time tbc