

Minutes of the ACL Council Meeting
held on 30th January 2024
 via Teams



Council members present: Jack Ridgway (JR), David Bailey-Vella (DBV), Stephen Averill (SA), Kris Kilsby (KK), Julian Caddick (JC), Laura Rees (LR) & Amy Dunkley (AD)

Also present: Carol Calver (CC) Head of Operations

The meeting started at 10:00

Item	
1	Welcome and apologies
1.1	Apologies were received from Victoria Morrison-Hughes and Julian Caddick (JC joined the meeting at 10:40) JR welcomed all to the meeting.
1.2	Alan Edwards (external) provided Council with a presentation on Shieldpay.
2	Minutes of the council meeting held on 28 November 2023
2.1	It was unanimously agreed that the draft minutes of 28 November 2023 were an accurate reflection of the meeting. It was agreed that item 8.1 should be partially redacted before publishing on the website.
3	Actions arising from the council meeting held on 28 November 2023
3.1	Actions were reviewed and updated.
4	Chairman's Report
4.1	JR advised Council that the review of the Association Articles & Bye-Laws would take place at the February Council meeting ready for final consultation with the membership which should coincide with AGM.
4.2	AGM scheduled for Thursday March 14 th – over lunch on Teams. JR and Sub-Committees to draft 2024 Business Plan ready for AGM discussion.
5	PR & Marketing Committee Report
5.1	DBV informed Council of acceptance of price increase of Black Letter services, agreed update to eBulletin template and closer article management on new website.
5.2	DBV fed back on sponsorship of WiC event, very well received and have been asked to sponsor next and provide a speaker.
5.3	DBV supporting the ACL Training induction sessions, promoting the membership benefits of the ACL.
5.4	DBV confirmed that Master McCloud will provide the Keynote address at the Manchester Conference in April, with additional speakers confirmed as Tom Mason, Sarah Robson, Toby Brown and Paula Walkden. The venue is confirmed as The Lowry Theatre, Quayside, Manchester. Council discussed the breakout sessions and Operations will liaise with the SiGs

	for suggestions.
5.5	AD detailed the next CiTC event for 28 February.
6	Policy Committee Report
6.1	KK updated Council on the LSB Business Plan consultation – suggesting a brief consultation response.
6.2	JC confirmed he is attending the LSB first tier complaints roundtable event on 15/02
6.3	KK is supporting the LAG on evidence for RoCLA review.
7	Education Committee Report
7.1	LR updated Council on enrollment numbers for the CLPQ, Sept 23 and Feb 24. New student numbers are slightly down on budget. <i>Redacted due to confidentiality.</i>
8	Finance & Internal Policy Committee Report
8.1	SA provided an update on investment fund values following a reconfiguration of policies. <i>Redacted due to confidentiality.</i> Enable have been bought out by AFH, no change to contacts or investments.
8.2	Council agreed the draft 2024 budget as proposed by Operations including variations, increases and 2024 salary reviews. JR suggested a role and responsibilities review in December for Operations to ensure alignment between role and salary.
8.3	SA highlighted to Council the need to review Membership subscription fees going forward in line with the current economic situation, turnover and investment value. Council discussed implications of a subscription increase and determined the importance of encouraging more members over a linear subscription increase.
9	Operations Report
9.1	CC updated Council on the final Costs Law Reports benefits offer, now likely to be offered late 2024 as CLR need time to formalise. DBV/AD volunteered to check the documents for CLR prior to launch.
9.2	CC reported final renewal numbers for CL members for 2024, detailing a further slowing of reduction of membership levels. JR suggested we incorporate returning member figures when reviewing figures in December each year.
9.3	CC summarised to Council the Conditional Practicing Certificate being issued by the CLSB for Qualified Costs Lawyers who had yet to complete their qualifying experience and asked confirmation that the CLSB issue of PC, albeit with conditions, sufficient basis to offer ACL Membership - Council agreed.
9.4	Council agreed date for London Costs Conference of 11 th October 2024.
10	Any other business
10.1	CC detailed to Council a training session organised with the Access to Justice Foundation on Pro Bono Costs orders, to be offered free to members and non-members, online over lunch early February.

11	Date of next meeting
11.1	There being no further business the meeting ended at 12:15 Next meeting is scheduled for 27 th February in person, in Cardiff.