

**Minutes of Meeting of Legal Aid Special Interest Group Committee held on
Tuesday 14th November 2017 – 9.40am to 11.40am**

Present: Paul Seddon
Rachel Perkins
Bob Baker
Steve Jepson
Apologies: Samantha Bagnall
Fran Rigo

1. LAG figures

BB provided figures for the year to date. These currently show a small profit.

PS wished it recorded as follows:

The projected figures are figures on which this committee was never consulted on how these projected figures were calculated. The projected figures were prepared by Maurice Cheng, the then CEO on the basis of one year in the LAG's past. He prepared the figures on the basis of LAG returns in the particular financial year (believed to be 2015) and the LAG committee were never set or agreed to work to a target or profit.

The remit of the LAG group has changed over the years. It has provided a lot of PR for the ACL as a whole, and the CEO was always of the view that not only did the LAG not have to make a profit for the ACL but that the LAG should be financially supported (to an undefined extent) by the ACL if necessary.

The most profit the LAG has made for the ACL in a year was around £1,000. The feedback from the ACL council at that time (some point after Iain Stark became chair in 2016) was that it was pleased the LAG had made money for the ACL and was not expecting this.

2. FOI request - audits

This is to be carried over to the next meeting as SB was not in attendance.

3. Constitution

BB confirmed that there was no option but to put the matter to the vote under the current rules (ie more than 50% of LAG members needed). This could be done using surveymonkey. However, it was agreed to put this matter on hold at this time.

Background: The committee wished to change the committee term from one year to two. However, to do this it is first necessary to amend the constitution and the constitution cannot be amended without the majority of the LAG voting for it, rather than simply the majority of those choosing to participate in the vote. The committee decided it prudent to first obtain a vote from the majority of the LAG to amend the requirement for a majority share of the LAG to a majority vote, in order that any future changes to the constitution can be done by majority vote of those participating.

4. Website

PS advised that although some amendments to the LAG and Legal Aid Documents sections had been made, there were further amendments which were still pending with PS/DP/Tabitha.

5. SPG/CCCG

SPG meeting was on 7th November, and the CCCG is on 22nd November. BB agreed to attend with PS.

Further discussions took place re assistance for Paul to cover these Meetings. BB and SJ agreed to assist with this, and FR had previously expressed an interest. RP to circulate the 2018 SPG/CCCG dates **(AP1)**

6. Spring Seminar

This is now booked for Monday 26th February 2017 at Birmingham Hilton Metropole.

Discussions took place re price and content.

Prices were agreed at £100 + Vat (Trainee CLs), £140 + Vat (ACL/LAPG members) and £160 + Vat (non-ACL/LAPG members). DP to be advised to start to promote. Spaces are limited. It will also be advertised that some content may be of a recap/refresher nature to manage attendees' expectations **(AP2)**

Content was agreed as follows (with provisional timings and order):

Bill preparation for family and non-family legal aid Court Assessed Bills.	2 hrs
Hourly rates/Legal aid update	½ hrs
Enhancements	1 hr
AGM/lunch	1¼ hrs
Court assessment process (Jennifer James if possible – PS waiting to hear)	1 hr
LAA/Q&A (SB/RD if possible)	1 hr

It was agreed that this would be a logical flow of sessions.

LAA also to provide drop in session through lunch

7. Election

PS reiterated his intention to stand down as Chair of LAG.

Dates agreed as follows:

Nominations	Monday 4 th to Friday 29 th December
Election	Monday 29 th January to Friday 9 th February

PS to circulate email regarding nominations/election **(AP3)**

8. AOB

None

Next committee meeting – Tuesday 16th January 2018

Actions from this meeting		Owner	By when
AP1	Circulate 2018 SPG/CCCG dates	RP	Actioned
AP2	Spring seminar information to DP	PS	Actioned
AP3	Email to members regarding nominations/elections	PS	End Nov