

**Minutes of Meeting of Legal Aid Special Interest Group Committee held on  
Thursday 12 September 2024 at 8pm**

Present: Paul Seddon  
Rachel Perkins  
Ann Henderson  
Tracey Jack  
Clint Nicholls  
Carol Calver (ACL head of operations)

Apologies: Steve Jepson

**1. Action Points from last meeting**

AP3 – CC is in talks with ACLT – close  
AP4 – This is ongoing.

**2. SPG/CCCG**

CN/TJ confirmed that they attended the SPG on 05.09.2024. TJ confirmed that she would be attending the CCCG on 18.09.24.

Next meetings are:

Special SPG re RoCLA – 17.10.2024

SPG – 12.11.2024

CCCG – 04.12.2024

Special SPG re RoCLA – 10.12.2024

TJ confirmed availability to attend all meetings.

**3. HC PET update**

AH confirmed no update as no further meetings have taken place. AH to chase AL [AP1]

RP mentioned in a recent LAA #HUSY webinar mention of new webinar website and “tweaking” the HR HCCP.

RP also gave names of LAA speakers at the recent LAA #HUSY webinar – CC confirmed she will record for future reference/possible future speakers.

John Kirby – HCF

Stuart Allen – 2 Counsel

John Bainbridge and Brian Chapman – High Costs Billing

**4. Feedback from June Seminar**

CC to review [AP2]

**5. Prior Authority and Experts**

CN advised that at a recent SPG meeting, Local Authorities had raised an issue with the number of requests to pay the shortfall of experts due to the LAA refusing/granting insufficient prior authority and would be preparing a report. Process Server’s fees was also raised in that the rate is now not sufficient. PS circulated a draft LAA desk aid regarding prior authority.

CN agreed to ask the SPG further details regarding who was preparing the report and whether it would be published/released. [AP3]

**6. Billing meeting**

RP, AH and CN confirmed that they would be attending this. The meeting had been re-scheduled for 20.09.2024.

**7. Update from PS re LAA Guides re Counsel billing and prior authority**

Completed.

PS was liaising with Chris Needham at LAA regarding outcomes.

**8. AOB**

Nil bills – mentioned by LAA at the last billing meeting.

AH will finalise LAG update after billing meeting on 20.09.2024. **[AP4]**

Next meeting – TBC

AP1	Chasing AL re HC PET meetings	AH
AP2	Reviewing feedback from June seminar	CC
AP3	Request to SPG for clarification re Local Authority report re prior authority	CN
AP4	LAG update	AH
AP5		