

**Minutes of Meeting of Legal Aid Special Interest Group Committee held on
Tuesday 15th May 2018 – 9.30 am to 1.10 pm**

Present: Paul Seddon
Rachel Perkins
Bob Baker
Saloud Zaman (until 10.30)

Apologies: Fran Rigo
Steve Jepson

1. Outstanding Action Points from last meeting

AP1 (March) – Survey – released – deadline is 28th May. To date 211 responses, 159 completed entire survey. SZ to analyze data by 5th June [AP1].
AP2 (March) – email account - with DP to sort [AP2]
AP3 (March) – Chair - PS will chair next meeting then stand down. BB and SJ to have discussion [AP3]
AP4 (March) – MS365 – SZ reported not work as expected. Investigations ongoing [AP4]
AP5 (March) – See agenda item 6 below.
AP6 (March) – See agenda item 7&8 below
AP7 (March) – Counsel's email – PS to deal [AP5]
AP8 (March) – CL deadline – SJ to advise [AP6]
AP9 (March) – CL article

2. SPG/CCCG dates

23.05.18	CCCG	PS/SZ to attend
04.07.18	SPG	BB diarised
18.07.18	CCCG	BB diarised

3. Autumn Seminar

Agreed location as Birmingham, 40 delegates, preferred dates (in order) 17/24/10 September.

Proposed speakers/subjects:

Matthew Gold (BB to email) [AP7]

PLP

LAA/VHCC (BB to email)

Stephen Barker/Rob Damiao/David Crawford

GDPR – Matthew Howgate

Q&A

Agreed location for spring 19 seminar as London, 40 delegates, preferred dates 4/11/25 March or 1 April.

RP has emailed DP re above. If hotel price approximately the same, then delegate price will be the same. If hotel cost increased, delegate price will change accordingly. RP to also check with Chris Minnoch re LAPG diary to avoid clashes. [AP8]

4. Committee communications

See AP4 (March) above. The main issue centres around trying to operate a single calendar that can be accessed by more than 3 devices. Apparently MS365 does not work well when a single user account is accessed on more than 3 devices, and only a single iCloud account can be accessed on a mobile device at any one time. SZ to continue to make investigations and PS also to look into this.

5. Times for tasks in CAG

See AP1 (March) above.

(SZ had to leave the meeting and items 6 to 9 were discussed between PS, RP and BB)

6. Sponsorship/Stands

Discussion took place, on advantages and disadvantages. PS and BB (and RP?) agreed that the LAG events are not large enough to make the organisation and admin involved in sponsorship a profitable option. Stand space could be an option but there was debate about negative consequences of allowing actual costs firms (rather than recruitment agencies) a stand to recruit individuals sent by other competitors, particularly if only one firm had a stand. Cost was also an issue. RP to ask Diane to get quotes on stand space from venues, as this may render further discussion academic. Will carry to next meeting for a vote.

7. GDPR

GDPR comes in 25.05.18. The impact on members was discussed. Nothing has been circulated by the ACL to date. BB to draft email to members **[AP9]**

8. AOB

RP/BB/PS had discussion regarding VHCC documentation. BB to forward notes to PS **[AP10]**

Next committee meeting – Tuesday 10th July 2018 @ 9:30am.

Actions from this meeting		Owner	By when
AP1	Analysis of SurveyMonkey data	SZ	05.06.18
AP2	Chair email address	DP	
AP3	Chair discussions	BB/SJ	10.07.18
AP4	Committee communications investigations	SZ/PS	Asap
AP5	Circulation of email re Counsel's fees	PS	Asap
AP6	CL deadlines	SJ	10.07.18
AP7	Email to potential speakers for autumn seminar	BB	Asap
AP8	Check proposed dates for LAPG to avoid clash	RP	Asap
AP9	Email to members re GDPR	BB	Asap
AP10	Notes re VHCC documentation	BB	Asap