

Meeting	OLC Board	Agenda Item No.	11
		Paper No.	118.9
Date of meeting	26 January 2022	Time required	15 Minutes

Title	Budget & Business Plan: Milestone Report
Sponsor	Laura Stroppolo, Head of Programme Management & Assurance
Status	OFFICIAL
To be communicated to:	OLC Board

Executive summary
<p>This paper provides OLC Board members a snapshot of progress to date against the 22/23 Budget and Business Plan milestones.</p> <p>The Executive are in the final stages of drafting the Business Plan and Budget Acceptance Criteria documents in readiness for Board review and approval on 11 February. Feedback following the Board-to-Board meeting has been shared with the wider Executive Team and both documents are being reviewed and updated to ensure plans are robust and messages are clear and succinct.</p> <p>A member of the OLC Board and a member of the Executive Team met prior to the Christmas break to discuss areas for strengthening the Budget Acceptance Criteria. The outputs of the discussion were shared with key leads prior to the Christmas break.</p> <p>The Programme Management and Assurance Team have focused on including a waterfall chart for the initiatives (existing and new) with costings and data from Finance and the Business Intelligence Teams. For each of the initiatives, individual waterfall diagrams have been drafted in collaboration with relevant business leads. The diagrams follow project methodology and evidence the detail from requirements through to handover into business as usual. An Executive decision on how these are best utilised as part of the 22/23 Budget and Business Plan pack will be agreed by the end of January.</p>
Recommendation/action required
Board members are asked to note the paper.

High-level milestones

21/22

