

| | | | |
|------------------------|-------------------|----------------------------------|-------------------------|
| Meeting | OLC Board Meeting | Agenda Item No. Paper No. | For Information 90.0 |
| Date of meeting | 12 September 2018 | | |

| | |
|-------------------------------|---------------------------------|
| Title | OLC Board Forward Plan |
| Sponsor | Board Secretary |
| Status | OFFICIAL |
| To be communicated to: | Members and those in attendance |

| |
|---|
| Executive summary |
| The attached paper provides a record of the OLC Board forward plan. |
| Recommendation/action required |
| Board is asked to note the forward plan. |

| OLC 2018/19 | Sponsor | 23 April Q4 reporting | 4 June | 9 July Q1 reporting | 12 Sept | 17 Oct Q2 reporting | 10 Dec | 28 Jan Q3 reporting | 20 March |
|--|---------------|--------------------------|---------|------------------------|----------|------------------------|---------|---|---|
| | Papers issued | 16 April | 25 May | 2 July | 5 Sept | 10 Oct | 3 Dec | 21 Jan | 13 March |
| Governance and Reporting | | | | | | | | | |
| Executive Report (formerly individual CEO and CO reports) <small>To include update on CMC</small> | CEO / CO | Present | Present | Present | Present | Present | Present | Present | Present |
| Finance Report | CEO | Present | Present | Present | Present | Present | Present | Present | Present |
| Performance Report | CO | | Present | | Present | | Present | | Present |
| Quarterly - Register of Interests | Board Sec | Present | | Present | | Present | | Present | |
| Quarterly - Gifts and Hospitality Report | Board Sec | Present | | Present | | Present | | Present | |
| Quarterly - Board and Senior Manager Expenses report | Board Sec | Present | | Present | | Present | | Present | |
| ARAC Update / Minutes | Chair ARAC | Present | | Present | | | Present | | Present |
| RemCo Update / Minutes | Chair RemCo | Present | Present | Present | | Present | Present | | Present |
| Annual review of Scheme of Delegations | CEO | | | | | | | | Present |
| Annual review of Matters Reserved to Board | CEO | | | | | | | | Present |
| Board paper redactions | Board Sec | Present | Present | Present | Present | Present | Present | Present | Present |
| Performance | | | | | | | | | |
| Quarterly strategic and performance Report | CO /CEO | Present | | Present | | Present | | Present | |
| Quarterly Modernising LeO report | CEO | Present | | Present | | Present | | Present | |
| KPI and balanced scorecard 2019 -20 | CEO | | | | | | | | Present |
| KPI Tolerances | CEO | Present | Present | | | | | Present | Present |
| Legal Services Board(attend and present) | LSB | | | Present | | | | Present | |
| Strategy and Planning | | | | | | | | | |
| Annual strategic risk workshop / approval of next years strategic risks | CEO | Workshop | Present | | Workshop | | | | Workshop |
| Draft 2019/20 budget - planning for annual budget and LSB paper | CEO | | | | | Present | | | |
| Strategy, businesss plan and budget consultation 2019-20 | CEO | | | | | | Present | | |
| Feedback on the strategy, business plan and budget consultation 2019-20 | CEO | | | | | | | Present | |
| Strategy and business plan approval | CEO | | | | | | | | Present |
| OLC Budget approval | | | | | | | | Tentative Present (may be out of C'tee) | Tentative Present (may be out of C'tee) |
| Annual Budget and LSB paper | CEO | | | | | | | | Present |

| | | | | | | | | | |
|--|----------|---------|---------------------------------|---------|---------|---|--|--|---------|
| Horizon scanning | CEO/ CO | | | Present | Present | Present | Present | Present | Present |
| Publishing decisions | CO | | | | | Present | | | |
| CMC transition | CEO / CO | | | | | Present | | | |
| Future delivery models | CEO / CO | | | | | Tentative Present (Might be moved to December) | Tentative Present (Might be carried forward from October) | | |
| Equality and Diversity approval of EPOs for next financial year | CO | Present | | | | | | | Present |
| Governance | | | | | | | | | |
| Review of Board Effectiveness | CHAIR | | | | | | | | |
| Annual Service Complaint Adjudicator Report | CO | Present | | | | | | | |
| Annual Report and Accounts | CEO | | Present Out of c'tee in 2018 | | | | | | Present |
| Welsh Language Annual Report | CO | | | Present | | | | | |
| Stakeholder Engagement Workshops Outside of Formal Board Meetings | | | | | | | | | |
| Steve O'Connor, MoJ - Justice 2030 | CHAIR | | Present | | | | | | |
| LSB | CHAIR | | | Present | | | | | |
| Sarah Chambers, Chair of the Legal Services Consumer panel | CHAIR | | | | | Present | | | |
| Professor Stephen Mayson, UCL (review of the legal services market) | CHAIR | | | | | | Tentative Present Awaiting confirmation | Tentative Present Awaiting confirmation | |